



URBANA ASSOCIATION OF APARTMENT OWNERS

Management Office: 783, Anandapur, Madurdaha, P.S.: Anandapur,
P.O.- East Kolkata Township Project, Ward No. 108, Kolkata 700107
(Registered under West Bengal Apartment Ownership Act.1972)
Registration No. 005002023 Of 2023

Grievance Redressal Committee:

Constitution of Grievance Redressal Committee (GRC), in terms of Bye-Law 16 of West Bengal Apartment Ownership Byelaws.

1. Captain Atanu Ghosh (T-6/3102) - **Convenor**
2. Shri Subir Bose (T-6/1804)
3. Shri Sushil Khaitan (T-2/1701)
4. Dr. Meenakshi Mishra (T-5/0204).
5. Shri Anand Chand (T-1/1002)

Any member *aggrieved by the functions of the Board* may move to the 'Grievance Redressal Committee' by sending an e-mail to grievance@urbanaaaao.in

For reference, Bye-Law 16 is reproduced below:

16. Constitution of Grievance Redressal Committee and other Committees:

1. *A Board may, from time to time, constitute, if necessary, committees from amongst its managers and other apartment owners for general or specific purposes to assist it in the efficient discharge of its functions under the Act and these bye-laws.*
2. *The reports or views of the committee shall be received by the Board and consider at its meeting as early as possible for such action as may deem fit.*
3. *The Board shall constitute a Grievance Redressal Committee consisting of five members who are not managers for its tenure. The President shall intimate the names of the members of Grievance Redressal Committee to the Competent Authority immediately after its formation.*
4. ***Any member aggrieved by the functions of the Board may move to the Grievance Redressal Committee for redressal.***
5. *The Grievance Redressal Committee shall hear the member or members, peruse the relevant documents and thereafter submit its report within thirty days from the date of receipt of the complaint to the Board with a copy of the report to the complainant.*
6. *On receipt of the report the Board shall convene a meeting within 15 days and discuss on the report and take decisions accordingly and intimate the decision to the Grievance Redressal Committee and the complainant or complainants immediately.*