

UAAO Annual General Meeting



UAAO Booklet

Annual General Meeting

2024-2026

Urbana Association of Apartment Owners

Urbana, Kolkata



Reports & Record of Members

Placed before UAAO Annual General Meeting



About this booklet

Urbana is a high-rise residential community in Kolkata, shaped by its apartment towers, landscaped spaces, shared amenities, and an active resident community. The daily quality of life at Urbana depends on coordinated work across safety, security, finance, water management, landscaping, pets, fire preparedness, digital systems, grievance redressal, technical maintenance, and tower-level coordination.

This UAAO Booklet has been compiled for the Annual General Meeting on 31st May 2026. It brings together the Board and Committee reports submitted for the term, so that owners and residents have a clear, consolidated, and easy-to-read record of the work undertaken.

The reports that follow are arranged as per the approved booklet index. Source reports have been preserved without changing their content, with a unified UAAO presentation layer added for consistency and ease of reading.





Table of Contents

Booklet Index of Various Committee Reports

No.	Section	Page
1.	Managers of the UAAO Board (2024-26)	4
2.	UAAO Registration Certificate from Competent Authority	6
3.	Urbana Pranam from Security Committee	8
4.	UAAO Security SOP	16
5.	UAAO Secretary Report	22
6.	UAAO Finance Committee Report	75
7.	UAAO FY - 23-24 Audited Account	81
8.	UAAO FY - 25-26 Audited Account	85
9.	UAAO Landscaping Committee Report	89
10.	UAAO Pet's Committee Report	109
11.	UAAO Grievance Committee Report	112
12.	UAAO KMC Water Committee	113
13.	UAAO Digital Committee Report	114
14.	UAAO Fire Committee Report	115
15.	UAAO Tower Captain's Report	118
16.	UAAO Technical Committee Report	122

01. Managers of the UAAO Board (2024-26)

Board of Managers

SL.	BOARD MEMBERS	APARTMENT	DESIGNATION
1	Abhishek Jalan	4/3504	Board Manager
2	Ajay Kumar Chowdhary	4/3303	Board Manager
3	Dr. Alokesh Ganguly	5/2201	Board Manager
4	Amit Tekriwal	2/1101	Board Manager
5	Anil Kumar Jhunjhunwala	2/502	Assistant Treasurer
6	Aninda Palit	6/4401	Board Manager
7	Ashis Tekriwal	4/0803	Board Manager
8	Ashesh Paul	1/ 203	Board Manager
9	Debjani Mukherjee	4/4002	Vice President
10	Harish Kumar Kabra	2/602	Treasurer
11	Harish Sekhsaria	5/1002	Board Manager
12	Jayanta Guha	5/1701	Board Manager
13	Jyoti Sapru	3/1001	Board Manager
14	Kalpajeet Basu Mallik	7/3004	Board Manager
15	Kisor Kumar Nadhani	2/4201-4301	Secretary
16	Dr. Kuntal Bhattacharya	6/2104	Board Manager
17	Mamta Agarwal	3/2901	Board Manager
18	Manish Hirawat	1/0202	Board Manager
19	Manoj Kumar Bajaj	2/3002	Board Manager
20	Nand Kishore (Nikhil) Kothari	1/2402	Board Manager
21	Narayanan Krishnan	7/2904	Board Manager
22	Nidhi Goenka	7/0904	Board Manager
23	Prabir Paul	6/2404	Assistant Treasurer
24	Pradeep Bhatia	1/2004	Board Manager

01. Managers of the UAAO Board (2024-26)

Board of Managers

SL.	BOARD MEMBERS	APARTMENT	DESIGNATION
25	Prakash Sasidharan	5/4402	Board Manager
26	Radhey Shyam Bansal	2/2001	Board Manager
27	Rajesh Singhal	1/0504	Assistant Secretary
28	Rajiv Ganeriwala	2/2601	Board Manager
29	Ritu Agarwal	1/2304	Board Manager
30	Sanjay Doogar	5/3703	Board Manager
31	Sanjeev Nandwani	7/1204	President
32	Sauvik Chakravarty	4/1305	Board Manager
33	Shankar Gupta	6/3801	Board Manager
34	Shanker Kumar Sharaff	3/2702	Board Manager
35	Shukla Das	6/3604	Board Manager
36	Shyam Sundar Sonika	5/2302	Board Manager
37	Smita Saraff	3/0302	Board Manager
38	Suchismita Mukherjee	4/0103	Board Manager
39	Sujata Todi	3/0201	Board Manager
40	Sujoy Chattaraj	3/1802	Board Manager
41	Surajit Maity	5/1901	Board Manager
42	Syed Akbar Imam	2/1602	Board Manager
43	Susanta Mallick	7/2406	Board Manager
44	Tarun Kumar Basu	7/3003	Assistant Secretary
45	Tramila Datta	6/1501	Board Manager
46	Uday Shankar Mukhopadhyay	4/0802	Board Manager
47	Vikram Saha	1/3504	Board Manager

02. UAAO Registration Certificate from Competent Authority**FORM 2**

[See bye-laws 3(2)]

**Certificate of Registration of Association of Apartment Owners
under the West Bengal Act XVI of 1972**

Registration No. 005002023 of 2023

I hereby certify that **URBANA ASSOCIATION OF APARTMENT OWNERS** having postal address 783, Anandapur, Chowbhaga Road, Police Station: Anandapur, Post Office: East Kolkata Township Project, Ward No. : 108, Kolkata : 700107, District: South 24 Parganas , West Bengal , India was formed on **10-09-2023** in accordance with clause (2) of bye-law 3 of the West Bengal Apartment Ownership Bye-laws, 2022 and the said Association has this day been registered under the West Bengal Apartment Ownership Act, 1972.

Given under my hand at Kolkata, this 28th day of November, Two Thousand and Twenty Three.

Signature valid

Digitally Signed.
Name: Sheuli Banerjee
Date: 29-Nov-2023 10:10
Reason: Approved
Location: West Bengal

**COMPETENT AUTHORITY
under the West Bengal Apartment
Ownership Act, 1972 (West Bengal Act
XVI of 1972)**

The authenticity of this document can be verified by accessing the URL: edistrict.wb.gov.in and then clicking on the 'Verification of Digitally Signed Document' link and keying in the Unique Number : 0121852387000071.

**GOVERNMENT OF WEST BENGAL
HOUSING DEPARTMENT
LAW & STATUTORY CELL,
NEW SECRETARIAT BUILDING,
1, KIRAN SANKAR ROY ROAD, KOLKATA - 700 001**

AIN : 0121852387000071

Registration Dated : 28/11/2023

Form : The Competent Authority under West Bengal
Apartment Ownership Act, 1972

To : Sanjeev Nandwani,
Flat No. T7/1204 , Urbana ,783, Anandapur, Chowbhaga Road, Police Station: Anandapur, Post Office: East
Kolkata Township Project, Ward No. : 108, Kolkata : 700107, District: South 24 Parganas , West Bengal , India

Sub : Issuance of Registration Certificate.

With reference to his application contained in Form No.1 dated 22.09.2023, the digitally signed soft copy of Registration Certificate in respect of Urbana Association of Apartment Owners under West Bengal Apartment Ownership Act, 1972, is forwarded herewith.

The certificate should be bought to the notice of all concerned and the copy of the same shall be circulated to all apartment owners. The Registration number should be quoted for any further communication.

A print-out of digitally signed soft copy of Registration Certificate shall be kept in the Office of Association under the custody of President and every Apartment owner shall have right to inspect the same.

It may be stated that as per bye-law 3 of the West Bengal Apartment Ownership Bye-laws, 2022 each apartment owner is a member of this Association. Where an apartment is owned by more than one person any one of them will be the member of the Association.

It is further stated that within 15 days of formation of this Association you shall serve notice upon each member of this Association fixing therein the date (not before seven days from the issue of such notice) on which and the time and place at which a Special General Meeting shall be held for election of the Managers of the Board of this Association by secret ballot in such detail manner as may be decided at the said meeting under Clause (1) of bye-law 8 of the West Bengal Apartment Ownership Bye-Laws, 2022.

As per clause (2) of bye-law 7 of the West Bengal Apartment Ownership Bye-laws, 2022 the number of Managers of the Board shall be equal to one - third of the number of apartment owners of the property concerned but in no case it shall be less than three(3) or more than forty eight(48) .

The West Bengal Apartment Ownership Bye-laws, 2022 is applicable to each Association of Apartment Owners registered under West Bengal Apartment Ownership Act, 1972. No Association of Apartment Owners are authorized to frame its own bye-laws.

Signature valid

Digitally Signed:
Name: Sheuli Banerjee Mukherjee
Date: 29-Nov-2023 12:10
Reason: Approved
Location: West Bengal

**COMPETENT AUTHORITY
under the West Bengal Apartment
Ownership Act, 1972**

The authenticity of this document can be verified by accessing the URL: edistrict.wb.gov.in and then clicking on the 'Verification of Digitally Signed Document' link and keying in the Unique Number : 0121852387000071.

Page : 1

03. Urbana Pranam from Security Committee

Urbana Secured — Initiatives, Impact & Legacy

OPENING STATEMENT ON SECURITY GOVERNANCE

Upon assumption of office, this Committee recognised that Security is the **Crown Jewel of Urbana**. It remains the bedrock of resident safety, asset protection, and institutional integrity.

It is a matter of record that during the OUR tenure, labourers themselves remarked that **“it is easier to cross the Wagah border than to gain unauthorised entry into Urbana.”** That standard was not an accident — it was the result of rigorous enforcement by the erstwhile Security Committee.

Fortunately, the members who engineered that regime were subsequently elected to the Board of Management. Without hesitation, the BOM reposed faith and vested them with significant responsibility in the present Security Committee.

From Day One, this Committee made its doctrine unambiguous to all residents:
We are not here to court popularity. We are not in the business of selling ice creams. No individual is above the law. One law, one rule — applicable uniformly to every resident, without fear or favour.

In pursuance of this mandate, the following actions and results have been achieved over the past two years: We brought in experts with proven track records as Convener and Co-convener of the Security Committee — and this proved to be the magic move behind our immense success. Under a philosophy of **Zero Tolerance and No Compromise**, security became and remains **the Brightest Feather on the Crown of Urbana**.

Security Constitution & SOP Enactment

At the very outset, this Committee promulgated a comprehensive Security Constitution and Standard Operating Procedure (SOP). The SOP was stringent, exhaustive, and unequivocal, covering every conceivable breach of security and prescribing exact ground action.

No ambiguity was permitted. No discretion was allowed.

The said SOP was translated into the vernacular, printed, and issued to every guard on duty. Compliance was made mandatory and ignorance was deemed no excuse. This single instrument became the bedrock of discipline, transforming enforcement into clockwork precision.

Major Initiatives Undertaken:

- 1. Community Hall, Lawns & Noise Policy** A firm noise curtailment policy was put in place and enforced without exception. The difference was felt immediately.
- 2. Digital Identification Initiative** Every staff member entering Urbana is now digitally identified and carries a Smart Indian Digital Card. No card, no entry — simple as that. Personal details are also on record for emergencies. It sounds basic, but it changed everything.
- 3. Guard Accountability & Equipping** Guards are no longer faceless. Every guard wears a name badge, carries a baton and a heavy-duty torch — identified, equipped, and ready. Accountability became personal.
- 4. Patrolling & Tower Supervision** No hour goes unguarded. Structured patrolling was introduced through afternoons and nights — the hours previously left to chance. Each Tower now has a dedicated supervisor, so responsibility is never diffused.
- 5. Traffic & Parking Control** Overspeeding within premises effectively curbed with speed bumps. Guest parking — once a free-for-all — is now under strict policy. Overnight parking has been almost entirely eliminated. Daily overnight parking is photographed, reported, and vehicles removed after alerting residents. Abandoned vehicles are towed at the owner's cost.
- 6. Security Control Room 24 x 7** Security Control Room group was created so issues don't wait — they get flagged and resolved in real time.
- 7. CCTV Audit** A full CCTV audit was done — blind spots mapped, gaps documented. CCTV cameras have been installed and existing ones are checked regularly. The plan is ready; implementation is now awaited from UFM.
- 8. Tenancy Verification** Every apartment on rent has been verified. Every single one. 100%.

9. Security Personnel Welfare & Rostering For the first time, security personnel receive their salary by the 10th of every month, with rosters planned in advance, shifts balanced, and breaks built in. A team that is treated well, performs well.

11. Resident & Visitor Access Control

- **Green pass issued for unhindered entry of specially-abled residents.**
- ID cards made mandatory for all guests at OYO rooms and guest houses.
- No entry without a valid ID card — strictly enforced.
- Vendors permitted to use the service lift only; staircases and resident lifts are off-limits for them.

12. Traffic & Parking Control

- Speed bumps installed and painted on couple of occasions — over speeding within premises effectively curbed.
- Guest parking brought under strict policy enforcement.
- Overnight guest parking almost entirely eliminated.
- Daily overnight parking photographed, reported, and vehicles removed after alerting residents.
- Abandoned vehicles towed at the owner's cost.

13. Safety & Fire Preparedness

- **Fire exits and common areas cleared of obstructions and kept that way. Daily Checking And Vigil was infused in the blood stream of Guards**
- Cylinder usage prohibited in restricted areas.
- Fire extinguishers, detection systems, and alarms checked on a regular basis.
- Fire panel verification conducted regularly.
- Fire drills held regularly with full records maintained.

14. Security Operations

- CCTV cameras installed and existing ones checked regularly.
- Night guards found sleeping on duty faced immediate suspension — no exceptions.
- Inter-tower rotation introduced to prevent nexus from long postings.
- Lady warden duty hours extended.
- Daily operations photographed for transparency and records.

15. Conduct & Discipline

- Zero tolerance enforced for negligence, callousness, and unminndful.
- Strict action taken against nuisance in elevators.
- Tiffin timings and unauthorised breaks were brought under strict monitoring.
- **UFM and staff are placed under the same rules — the law is equal for all.**

16. Special Initiatives

- Funds collected for the cancer treatment of Lady Guard Puja Basak — a gesture of solidarity from the entire community.
- Online vendors involved in fake COD scams identified and arrested.
- **Urbana's first election booth handled firmly — unruly behaviour from candidates and followers controlled without hesitation.**
- Pet control enforced — fierce breeds brought under strict supervision or removed.
- Dog handlers and car washers trained almost daily with visible improvement.

17. Maintenance & Records

- Lift panels were replaced immediately when found dirty or defaced.
- Elevator management resolved on a war footing — only one major issue in three years.
- Registers and redundant paperwork significantly reduced.
- Photos of daily operations maintained for transparency and accountability.

18. Fair Process & Optimisation

- GDR is made mandatory before any removal or banning of support staff— ensuring both sides are heard.
- Arbitrary complaints affecting livelihoods stopped.
- Security rates renegotiated and manpower optimised — discipline prioritised over numbers.
- Special acknowledgement to Mr Shankar of UFM for a swift and commendable rescue response on one unwarranted fire occasion

In A Nutshell

- **SMART DIGI CARDS INTRODUCED FOR EACH AND EVERY VISITOR (EXCEPT Guest with photo proof) for easy Identification and comprehensive Safety.**
 - **The Dumping Era Of Files which are Traceless, have been perished and Modern System Of I Cloud Is Introduced**
 - Redundant registers abolished forthwith. Record-keeping rationalised to essential documents only. Bureaucratic clutter eliminated for operational efficiency and audit integrity.
 - Elevator Discipline — Harassment, intimidation, and disorderly conduct in elevators eradicated. Zero-tolerance enforcement implemented. Any act of nuisance shall invite immediate punitive action.A
 - Asset Upkeep — Lift interior panels replaced immediately upon detection of defacement, soiling, or damage. Deterioration of common assets shall not be condoned.Anti-
 - Defacement Protocol — Rigorous vigilance enforced against obscene graffiti and scribbling. Save for two isolated incidents, no violations were dared. Perpetrators shall be prosecuted under Society bye-laws
 - .Fire & Life Safety — Obstruction of fire exits and common passages demolished and removed without notice. Fire exits are inviolable. Blocking them constitutes a cognizable offence and shall be dealt with as such.
 - Prohibition of Hazardous Materials — Use of unauthorised gas cylinders and inflammable substances in common areas banned. Violation shall result in immediate confiscation and legal action under applicable safety statutes.O
 - Operational Readiness — Mandatory fire drills and security training conducted periodically. Comprehensive records maintained for statutory inspection. Dereliction of safety protocol shall not be tolerated.
-
- My Gate System Stabilisation — Technical failure rate reduced from **21% to 3%** through sustained intervention. System downtime is now negligible. Main Gate & Access Control —
 - Main Gate redesigned and RFID-based access implemented in strict conformity with BNRI protocols. Basement Security — Boom barriers and card-based entry ready to be commissioned. Unauthorised vehicular ingress eliminated.
 - Speed breakers constructed within premises and repainted twice to ensure compliance with speed regulations.

- Vendor Regulation — Vendor Card System instituted. No vendor permitted entry without valid identification and prior authorisation.
- Duty Protocol — Use of mobile phones prohibited during duty hours to ensure undivided vigilance. Non-compliance attracts disciplinary action.
- . Command Structure — BNRI and UAAO security responsibilities formally segregated to establish unambiguous accountability.
- Supervisory Cadre — Dedicated Tower Security Supervisors appointed. Chain of command reinforced.
- Mandatory Verification — KYC and Police Verification made compulsory for all employees, vendors, and tenants. No exceptions permitted.
- Workforce Optimisation — Manpower rationalised without operational compromise. Systems made stricter; discipline and morale elevated.
- Despite hundreds of daily complaints in resident forums, ZERO complaints pertained to security lapses. All security issues resolved instantly at source.

- All potential breaches “nipped in the bud.” Immediate intervention mandated for any reported anomaly.
- Noise & Nuisance Control — Loud music prohibited through binding Written Undertakings. Violations invite stringent penal action.

- — Alcohol-induced nuisance in common areas eradicated through zero-tolerance enforcement. On one occasion, BNRI’s lawful authority was challenged; the challengers were compelled to tender unconditional apology and comply with directives.

- Multiple thefts of cash and jewellery detected and solved. Recovered property restored to lawful owners.

- 100% recovery rate for all reported Lost & Found articles through systematic tracing by security personnel.

- — Complete record maintained of all instances of entry by police or law enforcement agencies into Urbana. Due process followed
- CAM defaulters subjected to strict recovery action. Defaulter list reduced drastically. Evasion shall not be tolerated.
- — Award Ceremonies conducted to recognise exemplary service and reinforce discipline among security staff.
- Verbal instructions and “Chinese whispers” abolished. Only written communication has been valid to ensure audit trail, clarity, and institutional integrity. This

Committee resolves that security is non-negotiable. Breach of the above invited action

Concluding Statement

In closing, Security is not a department — it is a culture. And building that culture from the ground up, with the right people, the right systems, and an uncompromising attitude, has been one of the most defining achievements of this term.

Every policy enforced, every guard equipped, every gap plugged — none of it happened by accident. It happened because we chose to treat security not as a checkbox, but as a commitment to every resident who calls Urbana home.

The foundation is strong. The systems are in place.

What we hand forward is not just a secure society — it is a standard worth protecting.

The ancients speak true: change is the only coin that holds its value in the purse of time. Thus do we, with due reverence to that iron law, lay down the sceptre and quit our charge.

We depart with neither doubt nor backward glance, placing our faith in the Committee Elect. May their hands prove steadier at the helm, their eyes sharper than the hawks, and their rule more just than Solomon's own.

Let this be graven: Security is the very lifeblood of this demesne — the chapter writ in fire. And heed this truth: **Responsibility is a road with no inn.** The watchman sleep not, nor take his ease.

To those who follow: The torch is passed. Hold it high.
Let the law be the compass. Let no man pull the wool over the eyes.
Favour shall not tip the scales. Fear shall not stay the hand.
Guard these walls as though the hounds of hell were at the gate.
New team: The die is cast. The ship is yours.
Don't let the grass grow under your feet.
Rule with an iron hand in a velvet glove.
Same yardstick for all. No holy cows.

We played our innings. Now you're at the crease.
Please Don't flinch. Please Don't fold.
All the best

Godspeed, and keep the watch.

Urbana Security Committee

UAAO

2024-2026

04. UAAO Security SOP

URBANA SECURITY SOP

Security SOP for Main Gate:

1. Only Owners to be allowed entry via Gate No. 2
2. Owner in outside car, taxi or any guest car, irrespective of whether it belongs to the owner (his/ her extra car) are advised to go through the GATE No. 1
3. Any guest, delivery, taxi without owner, domestic help, tutor, trainer, service provider albeit any non-owner to enter through GUEST ENTRY -Gate No.1 side only.
4. Fit-out workers - Digital entry is mandatory. Furnishing of Government ID / Proof is necessary for entry into the complex.
5. Domestic Help - Digital entry on MyGate app is mandatory. Necessary documentation and police intimation to be provided within reasonable time of employment. Entry to staff on Temporary Slip will be allowed for a maximum of 7 consecutive days only, post which visiting help entry on temporary slip will not be permitted.
6. Checking of domestic staff's exiting the premises must be carried out and any discrepancy to be reported to apartment owner/ employer.

Security SOP for Tower lobby and elevators:

Towers:

1. Adhere to rules as per bye laws regarding exterior decorations and modifications to units. If any accident occurs, due to any extra fitment / placement, then Resident will be solely responsible for cost and perils.
2. Follow the rules and regulations for hosting gatherings or events within the complex.
3. Accompanying guests while using community amenities and ensure they follow complex rules including parking usages.
4. Provide up-to-date emergency contact information to management.
5. Use Of Drones / Aerial Devices/ Shooting Videos or Still Photos of Common Areas, need Written Permission from Authority.
6. Notify management of any maintenance issues or safety hazards promptly.
7. Report any malfunctioning or damaged security equipment to the concerned team.
8. Cooperate with security personnel during routine checks or investigations.
9. Keep noise levels within tolerable limits during early morning and late evening/ night hours. Government rules regarding noise restrictions within specified time must be adhered to.
10. Adhere to **KMC rules** regarding the use of grills in balconies.
11. Refrain from tampering with or damaging common area property, PARTICULARLY LIFT WALL DEFACING.
12. Report any suspicious individuals or activities to security immediately.

13. Familiarize yourself with emergency evacuation routes and procedures.
14. **“No tips”** system should be allowed to any staff under any circumstances.
15. Cash / Jewelry and valuable items must be kept in your safe custody within your apartments. Security will do a routine check but can never be held responsible or liable for any loss or theft.
16. Please take care of your own belongings. Security shall not be responsible for loss of any unattended items/ materials, shoes, ladders, cycles, any fit out related items etc. kept in the common areas.
17. Please take care of your own belongings. Security shall not be responsible for loss of any materials, shoes, ladders, cycles etc. kept in the common areas on individual floors.
18. **Drinking alcohol** or any consumption of drugs / Vapes is strictly prohibited in common areas.
19. **Liquor license** is a must for consumption of alcohol in the community halls or any other common areas.
20. For incidences requiring access to **CCTV footage** proper channel will have to be followed. An official email has to be sent to the committee, only then arrangement can be done for viewing the records.
21. Tenants activities to be clearly mentioned by Owner and strictly NO Business or Commercial activities to be allowed.
22. Loitering and Utilization by House Helps / Fit out Workers, Drivers etc.. in the Common areas, Lawn, Cabana, Benches, Club in front of Towers to be Controlled and is Prohibited especially at night.
23. For any events where there will be an influx of several people of vendors, timely information is solicited.
24. **For Tenants- Tenancy/ Leave and License Contract** to be submitted by owners well in advance along with necessary KYC documents as requested by UFM and exit clearance to be given by Owner.
25. Shooting of Video in **Common Area** and crew prohibited except for those authorized by **UAAO** against payment.
26. Fit Out Timings should be strictly followed and the security has been given full freedom to stop the work for any violation.

27. Usage of common facilities by **Outsiders, Non – Residents** in groups with presence or absence of approved resident. e.g. **Football / Cricket / Puja Area IS NOT ALLOWED.**
28. Staircase and Fire Exit Doors should be checked by Housekeeping Supervisors every week and report jotted down in writing to Security Committee. Any Encumbrance will be removed.
29. Spitting, littering, throwing of any items- hazardous and non-hazardous out the windows of towers from any floor is strictly prohibited and authority reserves right to take necessary action against violators.

Elevators:

1. Return Trolleys promptly after using. Residents may put the trolley inside the elevator going down.
2. Do not hold the elevator at any floor more than required for normal alighting and surely not after the elevator alarm indicates delay in door closing.
3. Do not press the elevator 'Emergency Stop' button to hold the elevator. That button is only to be used for an emergency.
4. Delivery boys and all vendors should only use the service lift.

Security SOP for Driving on Circular Roads and Parking including Basement:

1. Please drive responsibly inside the premises. At any time within the premises (including the basement), speed of the vehicle must not exceed 20 km / hour.
2. Respect the lane marking and the speed breakers and drive appropriately.
3. Wearing helmets while driving two-wheelers insider the Urbana premises is mandatory for all drivers and riders.
4. Blowing horn and overtaking is restricted within the residential premises.
5. All traffic signages including No-Parking signage must be adhered to strictly.
6. Head lights to be switched on, at all times during day and evening, for driving on circular road and within the car-parking basement area.
7. Parking spaces in front of all Towers are earmarked only for visitors. No Residents and their drivers should be parking in front of tower during day or night. Residents should park their vehicles only in designated parking areas.
8. **Night Parking** must be intimated in advance to UAAO Security Committee and only for MAXIMUM duration of three days. In the absence of any mail security will disallow the same. Cases wherein such permission is granted, period will be for a maximum of 3 consecutive days only.

9. Night Parking for visitors anywhere within the premises must be intimated in advance to UAAO Security Committee and may only be approved after due consideration for a maximum duration of three consecutive days. In the absence of any such advance intimation and approval, security will not allow such parking.
10. Entire driveway must be kept free at all times to ensure smooth flow of traffic. Parking on Circular road is strictly prohibited.
11. Residents' vehicle may be parked in the guest parking space only for a short period of time not exceeding 15 minutes at any point of time including at night.
12. Residents' vehicle should be parked only at allocated parking space in the basement.
13. Drivers should be advised to bring in the car to the Tower Portico only when the resident is ready to leave and informed by the resident.
14. Tower porticos are meant for Pick Up & Drop only. No cars are allowed to wait in this area except for the pick-up and drop when the resident / visitor is there at the Tower lobby.
15. For drivers going to deliver materials to the flat, car may be parked for a short period not exceeding 15 mins in the guest parking and not at the portico
16. Adhere to driving instructions and signages for all roundabouts within the premises. In all cases, go around the roundabout and not otherwise.
17. Please brief your drivers repeatedly about following traffic rules inside the premises.
18. Residents are encouraged to take photographs of traffic violators and report incidents immediately to the nearest Security.
19. Checking of domestic staff's and fit out labourers exiting the towers must be carried out and any discrepancy to be reported to apartment owner/ employer.

Security SOP for Domestic Staff

1. All domestic helps must have permanent ID cards as per rules. **Temporary ID cards will be entertained maximum for 7 days.** If a domestic help leaves the job, then also it's your duty to inform the committee by email.
2. NO TEMPORARY CARD HOLDER DOMESTIC HELP WILL BE ALLOWED IN CENTRAL LAWN/ SWIMMING POOL OR ANY OTHER COMMON UTILITY SPACE.
3. Any personal complain against in domestic help / vendors requesting for an immediate action by **UAAO** must be endorsed by indemnification of the complainant against any consequences out of the same action.
4. Domestic Help - Digital entry on MyGate app is mandatory. Necessary documentation and police intimation to be provided within reasonable time of employment. Temporary staff entry to be allowed for a maximum of 7 consecutive days only, post which visiting help entry shall be discouraged.

5. Checking of domestic staff's exiting the premises must be carried out and any discrepancy to be reported to apartment owner/ employer.
6. A Domestic help working multiple flat must have multiple entry option.
7. For any reason, whatsoever, except FIR in Police Station (GDR NOT COUNTED), you cannot stop anybody for entering the premises. The copy of FIR must be submitted to the committee office.
8. Upon entry of staff Security reserves the right to confiscate / keep deposit of any item deemed objectionable by committee (list of items to be reviewed and circulated by committee – such as but not limited to alcohol, banned substances, paan masala & guthka, weapons, any item that may be of harm to Urbana residents or Urbana property)
9. *Kindly address your grievance to*
Grievance Redressal Committee (GRC)
For submission of any grievance, a member may kindly send an e-mail to grievance@urbanaaao.in

Security SOP for Fit Out Labours:

1. Fit-out workers - Digital entry is mandatory. Furnishing of Government ID / Proof is necessary for entry into the complex. Labour card is mandatory.
2. NO TEMPORARY CARD HOLDER DOMESTIC HELP WILL BE ALLOWED IN CENTRAL LAWN/ SWIMMING POOL OR ANY OTHER COMMON UTILITY SPACE.
3. Fit out Labour - Digital entry on MyGate app is mandatory. Necessary documentation to be provided within reasonable time of contracted work commencing. Temporary worker entry without labour card to be allowed for a maximum of 7 consecutive days only, post which visiting help entry shall be discouraged.
4. Checking of fit out staff's exiting the premises must be carried out and any discrepancy to be reported to apartment owner/ employer.
5. Upon entry of labour Security reserves the right to confiscate / keep deposit of any item deemed objectionable by committee (list of items to be reviewed and circulated by committee – such as but not limited to alcohol, banned substances, paan masala & guthka, weapons, any item that may be of harm to Urbana residents or Urbana property)

Security SOP for Vendors:

1. Vendors - Digital entry is mandatory. Furnishing of Government ID / Proof is necessary for entry into the complex.
2. Vendor ID Card from respective company to be shared with main gate personnel for record purposes.
3. NO TEMPORARY CARD HOLDER DOMESTIC HELP WILL BE ALLOWED IN CENTRAL LAWN/ SWIMMING POOL OR ANY OTHER COMMON UTILITY SPACE.
4. Upon entry of vendors Security reserves the right to confiscate / keep deposit of any item deemed objectionable by committee (list of items to be reviewed and circulated by committee – such as but not limited to alcohol, banned substances, paan masala & guthka, weapons, any item that may be of harm to Urbana residents or Urbana property)

Security SOP for Intercom and MyGate usage:

1. All visitor entries must be done via MyGate app with prompt entry and exit timing.
2. In case of pre-approved entry – Main Gate makes no call to apartment
3. In case of normal entry –
 - a. Main Gate makes MyGate approval request – if approved – allow entry
If denied- deny entry, if not responded within 2 minutes – next step
 - b. call on intercom to apartment to share information of guest, visiting help and seek approval for entry.
4. In all cases of guests, visitor, delivery, visiting help – Tower Security makes call to apartment before allowing any visitor, delivery person, help to access elevator to enter the tower.

THIS IS THE GENERAL SOP FOR OVERALL URBANA. TOWER CAPTAINS ARE FREE TO AMEND ANY PARTICULAR POINT/POINTS, BY WRITTEN APPLICATION, AND AFTER OBTAINING WRITTEN APPROVAL OR SANCTION FROM THE PRESIDENT OF UAAO.

05. UAAO Secretary Report

Urbana Association of Apartment Owners Secretary's Report

Election of 48 Board of Managers was declared on 10th March, 2024, office bearers were elected on 17th March 2024. Now the tenure is coming to end - it's time to handover baton to the newly elected Committee for '26-29.

We are extremely thankful to all our fellow Board of Managers for their active support and we extend our sincere thanks to all the members of UAAO

The Secretarial team comprised of 3 office bearers who worked together and had excellent understanding. This report is from the team of UAAO Secretaries for the term 2024-26.

- Kishor Kumar Nadhani, Secretary
- Tarun Kumar Basu, Assistant Secretary - 1
- Rajesh Kumar Singhal, Assistant Secretary – 2

As foundation of an Institution was being laid, necessary set-up and administrative steps were taken, upon deliberation with all concerned.

UAAO Logo

A lot of brainstorming was done for designing of UAAO Logo. Out of 3 design proposals by VP Mrs Debjani Mukherjee, following Logo was approved at Board of Managers' meeting on 23rd June, 2024.



UAAO Logo - it stands for: The UAAO logo features a stylized 'U' created by two hands shaking, symbolizing unity, partnership and mutual support that reflects the Association's commitment to fostering trust, cooperation, and solidarity among its members; the 'U' also represents Urbana.

Website

Upon numerous rounds of discussions, the domain name for UAAO website was finalized as www.urbanaaao.in

Then the structure and contents of UAAO website was discussed in detail and decided that it should provide easy access to viewers; flexible enough to upload contents by UAAO officials at their end without needing help of web developers each time.

The primary objective of the website is to share with members and residents all important updates and announcements, committee reports, UFM Forms, Notice and Minutes of all Meetings. It also provides details of different committees with convenor & members and responsibilities, Name and contact details of all Office Bearers, and also of all Board of Managers listed (contact details removed at the suggestion of few Board of Managers).

Urbana Association of Apartment Owners

The website was developed by VP Mrs Debjani Mukherjee’s team, as complimentary. The hosting Server and Domain name (urbanaaaao.in) renewal is done through MFunl Digital Marketing which will fall due for renewal in March, 2027.

Communications:

UAAO being an Institution, continuity and preservation of communication was considered important; hence It was decided that all office bearers shall have their official e-mail id under the domain ‘urbanaaaao.in’ which will continue forever. At the time of handover to the next team, the outgoing official shall pass over the log-in credential of the e-mail account to the newly elected official bearer. It was decided that all official communications should be done exclusively from the official mail id only.

- president@urbanaaaao.in
- secretary@urbanaaaao.in
- treasurer@urbanaaaao.in
- vp@urbanaaaao.in
- asstsecy1@urbanaaaao.in
- asstsecy2@urbanaaaao.in
- assttreasurer1@urbanaaaao.in
- assttreasurer2@urbanaaaao.in

An exclusive e-mail id was created for mailing Grievances by members to Grievances redressal committee:

grievance@urbanaaaao.in

The following committee preferred to have dedicated e-mail id to enable residents mail to them directly on the official mail id:

Technical Committee	convenortech@urbanaaaao.in
Security Committee	security@urbanaaaao.in
Pets and Strays	petsnstrays@urbanaaaao.in
Finance Team	accounts@urbanaaaao.in

Thus, there are 13 dedicated e-mail accounts (under urbanaaaao.in domain) which need to be renewed annual upon payment of charges to MFunl Digital Marketing. Payment to them them till 31stJanuary, 2027 for e-mail account already made and will fall due for renewal on 1stFebruary, 2027.

Meetings:

Board of Managers Meeting:

Since 17thMarch, 2024, 32 Board Meetings took place till April 2025 – minutes for meetings can be accessed at <https://urbanaaaao.in/minutes-board-managers>

Urbana Association of Apartment Owners

The **Board of Managers Attendance** in these meeting is presented in a summarized format below:

Board of Managers attendance for the period March 2024 to April, 2025

1st UAAO BOARD ATTENDANCE

MARCH 2024 TO APRIL 2026

Serial No	Name	Total Attended/32	Attendance %age
1	Abhishek Jalan	25	78%
2	Ajay Kumar Chowdhary	23	72%
3	Amit Tekriwal	15	47%
4	Anil Kumar Jhunhunwala	22	69%
5	Aninda Palit	25	78%
6	Ashesh Paul	5	16%
7	Ashis Tekriwal	17	53%
8	Debjani Mukherjee	16	50%
9	Dr. Alokesh Ganguly	20	63%
10	Dr. Kuntal Bhattacharya	1	3%
11	Harish Kumar Kabra	24	75%
12	Harish Sekhsaria	18	56%
13	Jayanta Guha	19	59%
14	Jyoti Sapru	22	69%
15	Kalpajeet Basu Mallik	22	69%
16	Kisor Kumar Nadhani	21	66%
17	Mamta Agarwal	9	28%
18	Manish Hirawat	18	56%
19	Manoj Kumar Bajaj	19	59%
20	Nand Kishore (Nikhil) Kothari	21	66%
21	Narayanan Krishnan	17	53%
22	Nidhi Goenka	15	47%
23	Prabir Paul	25	78%
24	Pradeep Bhatia	24	75%
25	Prakash Sasidharan	17	53%
26	Radhey Shyam Bansal	17	53%
27	Rajesh Singhal	26	81%
28	Rajiv Ganeriwala	14	44%
29	Ritu Agarwal	10	31%
30	Sanjay Doogar	18	56%
31	Sanjeev Nandwani	30	94%
32	Sauvik Chakravarty	15	47%
33	Shankar Gupta	19	59%
34	Shanker Kumar Sharaff	18	56%
35	Shukla Das	24	75%
36	Shyam Sundar Sonika	14	44%
37	Smita Saraff	22	69%
38	Suchismita Mukherjee	20	63%
39	Sujata Todi	21	66%
40	Sujoy Chattaraj	24	75%
41	Surajit Maity	15	47%
42	Susanta Mallick	25	78%
43	Syed Akbar Imam	8	25%
44	Tarun Kumar Basu	23	72%
45	Tramila Datta	17	53%
46	Uday Shankar Mukhopadhyay	23	72%
47	Vikram Saha	22	69%

Urbana Association of Apartment Owners

General Meetings:

Annual General Meeting held on 30th June, 2024 and Special General Meetings held on 30th June, 2024 and 26th April, 2025 – Minutes can be accessed at <https://urbanaaao.in/minutes-general-members>

Tenancy Data recording system:

At the beginning of the tenure, it was had decided to review the procedures of various functioning of UFM which are directly related to the wellbeing of the residents. While going through this exercise it was noticed that the procedures followed by UFM to maintain the data of Tenants are not adequately maintained. It was worked out to create a 'Standard Tenancy Profile Form' to protect the interest of the Owners, can be accessed at:

https://urbanaaao.in/ptadmin/assets/images/media/services/180254171_UAAO_TENANTS_PROFILE_FORM.pdf

https://urbanaaao.in/ptadmin/assets/images/media/services/929152626_Tenancy_Profile_Form-Police_Verification.pdf

Takeover

A. Documents created during Takeover proceeding/discussions:

In the first half of Sept'25, two Dossiers comprising of comprehensive details on following were prepared that were presented during the meeting with BNRI Directors on 25th Sept'25.

- Replacement of highly corroded **LPG Pipe Line**
- Repeated failure of **Water Supply and Flush Line**

During discussion, on the basis of these Dossiers, the BNRI Directors were pressed for replacement of LPG Pipe line and Water pipe line; upon long discussions, they had agreed to these 2 items, which appears in top of the list in 'Infrastructure Issues' as mentioned in the MoM for the said meeting.

In April, 2026, following Dossiers were also prepared:

- **Urbana Township**
- Declaration submitted with Competent Authority in **Form A**

Since Takeover process is open, for future reference, all Dossiers are appended at the bottom of this Report,

B. Sanctions, Approvals and Title Documents

BNRI had shared certain documents with UAAO but there was a long list of important documents as per mail dated 9th March, 2026 which BNRI did not share despite repeated follow-up.

Here is a brief '*Historical Information*' about Urbana Land and associated documents, sanctions, approvals – the following list narrates what BNRI have provided and what not.

Urbana Association of Apartment Owners

Historical Information about Urbana and associated matters

Application for Sanction of Land for establishment of Township

In 1996, BNRI applied for permissions to occupy for the purpose of establishment of a Township in accordance with the provisions of the Town and Country (Planning & Development) Act 1979 in the land AND WHEREAS such application has received approval of the State Government in the Land and Land Reforms Department

Urbana Land under Lease Deeds by Govt of West Bengal for establishment of Township

Deed Date	Deed No.	Year	Area (Acre)	Dag No	Mouza	Termed As
10 June, 2014	4622	2014	10.67	441 (Part)	Madurdaha	Head Lease 1
			37.26	345 (Part)		
12 May, 2008	2761	2008	17.00	345 (Part)	Madurdaha	Head Lease 2

Earlier, following Lease Deeds were executed by Govt of West Bengal which was superseded/substituted by Lease Deed No.. 4622 of 2014 dated 10 June, 2014

Deed Date	Deed No.	Year	Area (Acre)	Dag No	Mouza
8 Dec, 2006	184	2007	10.67	441 (Part)	Madurdaha
9 Jan, 2007	136	2007	37.26	345 (Part)	Madurdaha

Subsequently, there were multiple modification/rectification Deeds were executed between Govt of West Bengal and Bengal NRI Complex Ltd.

Freehold Land (Additional):

In addition to the above leasehold land, piece and parcel of Freehold Land containing an area of **0.96 acres** more or less comprised in R. S. Plot No. 346, in Mouza Madurdaha, J. L. No. 12, District South 24 Parganas purchased by the Assignor by virtue of multiple registered Deeds of Conveyance, shall remain a part and parcel of Urbana.

Urbana Land (Township):

- Leasehold [Dag 441(P), 345(P)]: 64.93 Acres
- Freehold [Dag No.346] : 0.96 Acres

Thus, **Total Urbana Land** is **65.89 Acres** (Leasehold 64.93 Acres + Freehold 0.96 Acres)

Urbana Association of Apartment Owners

Land, Leases, Government Orders pertaining to Land

Year	Description	Copy recd.	SI No. in the BNRI List
1996	Bengal NRI Complex Limited (BNRI) had applied for permission for establishment of a township in accordance with the provisions of the Town and Country (Planning and Development Act), 1979 – Application for sanction of land for establishing Township	No	
1996	BNRI's application for permission to establish a township under Tower and Country (Planning & Development) Act 1979, Govt of West Bengal, in its Land & land Reforms Department accorded sanction to long term settlement on land parcel containing an area of 47.93 Acres in R.S. Plot 441 (Part) (10.67 Acres) and R.S. Plot 345 (Part) (37.26 Acres), Mouza Madurdaha, J.: Mo. 12, District South 24 Parganas vide Order No 3222-GE(M)/171/95 dated 19/7/1996 - Order for sanction for the Land measuring 47.93 Acres (under Dag 441 (P) and 345(P) for establishment of Township	No	
1997	Possession Order for delivery of possession 47.93 Acres of Land to BNRI, w.e.f. 20.02.1997	Yes	1
2004	Modification Order No. 2734 GE(M)/171/95 dated 13/9/2004	No	
2005	Order No. 443-GE(M)/171/95 dated 14/2/2005	No	
2006	Order No. 3596-GE(M)/171/95 GE(M) Part (I) dated 30/11/2006	No	
2006	Lease Deed dated 8 Dec 2006 being No. 184 for 10.67 Acres Land between Govt of West Bengal and BNRI	Yes	2
2007	Lease Deed dated 9 Jan 2007 being No. 136 for 37.26 Acres Land between Govt of West Bengal and BNRI	Yes	3
2008	Possession of Land measuring 17.00 Acres w.e.f. 30th Apr, 2008	Yes	6
2008	Lease Deed dated 12 May 2008 being No. 2761 of 2008 for 17.00 Acres Land between Govt of West Bengal and BNRI	Yes	7
2010	Mutation of the Leasehold Land measuring 64.93 Acres in the municipal records was done by the Kolkata Municipal Corporation in the name of the BNRI and mutation certificate dated 23rd February, 2010 issued by the Corporation recording the name of the Assignor as the lessee In respect of the Land aggregating 64.93 acres of land and one single municipal premises number allotted to such parcel of land being premises No. 783, Anandapur , Kolkata- 700 107.	Yes	22
2010	After taking over possession of the premises BNRI developed the premises for the purpose of establishing a township thereat in accordance with the provisions of West Bengal Town and Country (Planning & Development) Act, 1979 with all necessary permissions and consent obtained from the authorities concerned for establishing such township which is named by BNRI as URBANA.	No	
	In addition to the above leasehold land measuring 64.93 Acres,, piece and parcel of Freehold Land containing an	No	

Urbana Association of Apartment Owners

	<p>area of 0.96 acres in R. S. Plot No. 346, in Mouza Madurdaha, J. L. No. 12, District South 24 Parganas purchased by the Assignor by virtue of multiple registered Deeds of Conveyance, shall remain a part and parcel of Urbana.</p> <p>Thus, total 'Urbana' Land is 65.93 Acres: - Leasehold; 64.93 Acres - Freehold; 0.96 Acres</p> <p>Copy of Conveyance Deed</p>		
2014	<p>On the basis of Memo No. 60 - HS (N)/13 dated 9th December, 2013 of the Home Department of the Government of West Bengal, at the request of the Housing Department, vide its Memo No. 675-H1/JVC-2/2012 dated 16.12.2013, the Land & Land Reforms Department of the Government by its order No. 213-GE(M)/ 171/95 GE(M) (Part III) dated 27th January, 2014, in modification of its earlier four Orders No. 3222-GE(M)/171/95 dated 19th July, 1996, No. 2734 -GE(M)/171/95 dated 13th September, 2004, No. 443-GE(M)/171/95 dated 14th February, 2006 and No. 3586 - GE(M)/ 171/95 GE(M) Part I dated 30th November, 2006, accorded sanction for long term settlement of the piece and parcel of land containing an area of 47.93 acres in favour of BNRI for a period of 99 years from the date of delivery of possession w.e.f 20.02.1997</p>	Yes	4
2014	<p>Lease Deed dated 10 June 2014 being No. 4622 of 2014 for 47.93 Acres Land between Govt of West Bengal and BNRI, superseding Lease Deeds dated 8 Dec 2006 and 9 Jan 2007.</p>	Yes	5
2015	<p>Model Deed of Assignment for Apartments dated June 2015</p>	No	
2015	<p>Modification Deed No. 160304924 of 2015 dated 23 July 2015</p>	Yes	8
2017	<p>Approved draft of assignment of flats by L&LR Deptt. vide No. 642-GE(M)/3M-47/15(Pt.-I) dtd. 28.02.2017</p>	Yes	9
2017	<p>Model Deed of Assignment dated 20.03.2017</p>	Yes	10
2017	<p>Memo being No. 3824-GE(M)/3M- 47/15(Pt.-II) dated 16th November, 2017 for rectification of Deed</p>	Yes	11
2018	<p>Rectification Deed 9 Feb, 2018 to Lease Deed dated 12 May 2008</p>	Yes	12
2018	<p>Rectification Deed 9 Feb, 2018 to Lease Deed dated 10 June 2014</p>	Yes	13
2018	<p>Modified Deed of Assignment for Apartments with insertion of 'successive renewal' clause</p>	No	
2018	<p>Modified Deed of Assignment for Bungalow Plots with insertion of 'successive renewal' clause</p>	No	
2023	<p>Mutation Certificate for Dag 346</p>	Yes	23

Urbana Association of Apartment Owners

Application for Township, Sanction/Approval and allotment of Land on Long Term Lease

Lease Deed dated 10th June, 2014 for 37.96 Acres

In 1996, BNRI applied for permission to establish a township under Tower and Country (Planning & Development) Act 1979, Govt of West Bengal, in its Land & land Reforms Department *accorded sanction* to long term settlement on land parcel containing an area of 47.93 Acres in R.S. Plot 441 (Part) (10.67 Acres) and R.S. Plot 345 (Part) (37.26 Acres), Mouza Madurdaha, J.: Mo. 12, District South 24 Parganas vide following order/modification orders:

Order No 3222-GE(M)/171/95 dated 19/7/1996
Modification Order No. 2734 GE(M)/171/95 dated 13/9/2004
Order No. 443-GE(M)/171/95 dated 14/2/2005
Order No. 3596-GE(M)/171/95 GE(M) Part (I) dated 30/11/2006

BNRI should share copy of all the above 4 orders vide which the Land was sanctioned by state govt to BNRI.

Though the Land was sanctioned by state govt to BNRI in 1996 vide Order No 3222-GE(M)/171/95 dated 19/7/1996, for almost 10 years the Lease Deed could not be executed by state govt in favour of BNRI since both parcels of land were litigation as ratified vide Order No. 2734 GE(M)/171/95 dated 13/9/2004 and Order No. 3596-GE(M)/171/95 GE(M) Part (I) dated 30/11/2006. The Lease Deed for 10.67 Cres under Dag No. 441 on 8 Dec, 2006 and for 37.26 Acres under Dag No. 345 (P) on 9 Jan, 2007. Both parcels of Land was under litigation, hence complete litigation details of the both parcels of Land and entire trail of acquisition by state government till leasing to BNRI must be provided. In a recent Public Notice published in Newspaper and BNRI have also confirmed under 'Disclosures' that the pending WP of 2010 filed by State Govt against order passed by Land Tribunal regarding Dag No. 441. Thus, complete details of ownership including all litigation and nature of Land should be shared by BNRI.

Permission for the Development of Township

"After taking over possession of the Urbana Land, BNRI has taken up the work of development of a township thereat in accordance with the provisions of the West Bengal Town and Country (Planning & Development) Act, 1979 with all necessary permissions and consents obtained from the authorities concerned for establishing such township, which has been named by the Assignor as "Urbana" or "Urbana Project Land". In accordance which such permissions, the Assignor has framed a scheme of development on the Urbana Land comprising of various segments, such as a *Bungalow Enclave, Residential Tower Segment, Basement Car Parking Area, Club and a Fifth Segment*"

Request to please share copy/copies of application alongwith all supporting documents including plan to establish a township under Town and Country (Planning & Development) Act 1979. Also, please share all necessary permissions and consents obtained from the authorities concerned for establishing Urbana township.

Please also share scheme of development on the Urbana Land comprising of various segments, such as a *Bungalow Enclave, Residential Tower Segment, Basement Car Parking Area, Club and a Fifth Segment*, showing demarcation for each segment including following:

Urbana Association of Apartment Owners **DOSSIERS**

1. LPG Gas Pipe Line@URBANA

Laying of LPG Riser Pipelines & Maintenance

Contrary to the prescribed guidelines of running the riser pipeline ensuring adequate safety norms and keeping provisions for future maintenance, to save cost, BNRI erected the pipeline vertically through AC ledge area passing through concrete slab in the Utility area at individual Apartment in Tower 1 to 7, that caused corrosion of the MS pipe line quite soon. In absence of proper preventive maintenance (including painting), the situation became worse

Due to lack of far sight and inappropriate planning, corrosion in MS pipelines started soon after installation and in absence of preventive maintenance, the corrosion rate was much faster.

Apparently for BNRI, Aesthetics got priority over safety – that's why instead of running over Tower outer surface walls (like Bengal Gas), LPG Riser pipes were made to pass through concrete slabs in ledge area. Most probably, neither the possibility of MS pipeline remaining in continuous contact with water and consequences thereof was envisaged when decided to run through ledge area slab, nor how to carry out future maintenance (including periodical painting) was thought of as sole focus was on aesthetics while designing LPG pipeline layout.

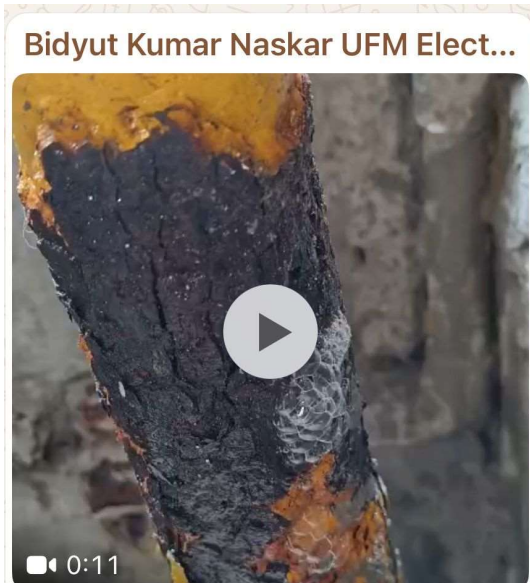
BNRI had collected Rs 25000 for providing Gas connection to each Apartment, if BNRI was so obsessed with aesthetics that pipe should not be visible from outside, then instead of laying Mild Steel pipes, corrosion-free and zero-maintenance Stainless Steel pipes through ledge area should have been erected to ensure hassle free permanent solution- the realized amount was sufficient.

For today's pathetic LPG pipeline situation at Tower 1 to 7, it's crystal clear what went wrong.

Repair & Patchwork:

As and when any LPG pipeline leakage identified/reported, UFM asks the contractor to fix/repair the damaged part only.

Urbana Association of Apartment Owners



To carry out repair UFM will announce suspension of LPG Supply in Tower Number, from *this* to *this* period and the affected floors.

Such sudden suspension of Gas supply, causes enormous difficulty to large number apartments.

A typical 'Suspension of LPG Supply notification by UFM is shown on left

This has become quite frequent as days pass by because of fast deterioration.

UFM planned for replacement of defective pipe only.

NOTICE TO RESIDENTS OF TOWER-5

Temporary Suspension of LPG Supply – Urgent Maintenance Work

Dear Residents,

This is to inform you that a leakage has been identified in the LPG riser at Apartment T5/3901,3801 to 3701. To ensure the safety of all residents, immediate rectification work is required.

As part of the repair process, the defective LPG pipeline will be replaced between Apartments T5/3901,3801 and 3701 For this reason, **LPG supply to Riser-1—serving all type-1 apartments (those ending in '1') from the 1st to the 45th floor—will be temporarily suspended today from 2:00 PM to 07:00 PM.**

We sincerely apologize for the short notice and any inconvenience caused. Your cooperation is greatly appreciated as we work to maintain a safe and secure environment for all.

Thank you for your understanding.

Warm regards,
Team UFM

Urbana Association of Apartment Owners

UFM keeps log and records of each such incidence with relevant detail. Several dozens of such incidents take place and the annual cost of such repair ranges appx 4- 5 lacs every year which is charged to Tower CAM. A report listing such instances between Apr'24 to Jan'25 shared for ready reference (Annx-A). Complete details can be obtained from BNRI's 100% subsidiary UFM.

A. Demand for Replacement of highly corroded LPG Riser Pile Lines

UAAO repeatedly approached BNRI to replace the highly corroded LPG Riser lines as residents are sitting on tinkering boxes and exposed to high risk, frequent shutdown for long period also causes enormous difficulty to large number of Apartments. On 30th July'25, a letter was sent by UAAO President to BNRI MD highlighting the grave concern and drew notice that BNRI/UFM will be held solely responsible for any untoward incident due to precarious condition of existing LPG pipeline.

Most unfortunately, so far BNRI has not taken UAAO's request seriously, to replace the LPG Riser pipeline in Tower 1 to 7 which are highly corroded causing frequent leakage and residents are living on a volcano that can explode any time. BNRI's argument for refusal of replacement of badly damaged LPG Pipe line are irrational, untenable and far from practicality showing least concern for residents' safety. They are stating as per GoI plan to convert 15% of domestic Gas consumption to PNG by 2030, they encouraged Bengal Gas (a JV with state Govt) to install PNG infrastructure, who have laid riser pipelines for PNG Gas from outside wall of Towers for all apartments and kept an outlet to provide connection at individual kitchen.

BNRI is insisting all Apartment owners switch from existing LPG Gas to PNG for which BNRI will be paying Security Deposit of Rs. 5000, plus Rs. 1000 against Gas Bill, ie., total Rs 6000 per Apartments to Bengal Gas for each registration for PNG connection. We understand that number of such registration as of now is a little over 200 apartments, thus possibly BNRI have paid appx Rs 15 lacs to Bengal Gas so far.

B. PNG Adoption – why so poor response?

Out of 1170 Apartments in 7 Towers, as per information available to us, a little over 200 Apts. registered for PNG; even out of them merely 72 had opted for PNG connection to their kitchen.

Users who switched from LPG to PNG upon retrofitting the existing LPG burner by Bengal Gas, within few days started raising following concern and expressed their dis-satisfaction:

- High monthly fuel bills
- Inconsistent flame quality
- Low Gas pressure
- Prolonged cooking time

Couple of meetings were arranged by UFM with Bengal Gas team, attended by UFM also but without any positive outcome. Here are some *excerpts* from the meetings confirmed in the following mails sent by them to UFM:

Urbana Association of Apartment Owners

BGCL reply 10 Aug, 20224:

*DPNG and LPG have different combustion properties and flame characteristics. **To optimize the performance, it might be necessary to adjust or recalibrate the cooking appliances.** Conversion of LPG appliances has already been done first time by BGCL, **If still problem related to flames, high consumption of fuel, longer cooking duration etc. arises, customer may consult appliance manufacturer.***

BGCL reply dated 19 September 2024:

This has reference to the meetings held with Urbana Facility Management and officials of BGCL on 22.08.2024 & 27.08.2024 and trailing mail dated 19.09.2024.

*Issues like inconsistent flame quality/flame lift/flame, prolonged cooking time and associated high monthly fuel bills observed only in one model of hob from Faber. **However, no such problem observed anywhere in India for retrofitting standard LPG stoves.** BGCL has intimated the issues to M/s Faber India, one of manufacturer of LPG stoves and sought suggestion/recommendation towards the aforesaid issues faced by our customers with retrofitted LPG stoves.*

Out of 72 PNG connections, few have already surrendered connection and many of the rest are keen to switch back to LPG. Enquiry revealed that despite enormous efforts, the current active domestic PNG consumers of Bengal Gas are in just 3 figures *across the state* against millions of LPG consumers, which clearly indicates the very low adoption rate of PNG for multiple reasons.

The Primary Reason:

Bengal Gas as well as UFM while proposing to switch from LPG to PNG, had repeatedly assured and insisted that the existing LPG Gas Burners can be retrofitted to be perfectly compatible and can be safely used with PNG Gas without any concern, merely by calibrating the jet of existing LPG Burner, which BGCL confirmed having done in their mail of 10th Aug'24.

BGCL representatives during meetings as well in mail repeatedly recommend retrofitting of LPG Burners are safe; If still issue persist, to consult the LPG Burner vendor /technician for fix. They made blatant misrepresentation to Urbana residents as the **FAQ on PNG** at Bengal Gas says contrary to what their statement, that reads:

“To ensure safety, efficiency, and compliance with standards, it is advisable to use dedicated high-efficiency PNG stoves that are BIS certified.”

Bengal Gas website> Pipe Natural Gas> PNG FAQ (<https://bgcl.co.in/faq-png.html>)

Urbana Association of Apartment Owners

Do I need to make any changes to my gas stove for using PNG gas?

Yes, it is strongly recommended to use a gas stove that is specifically designed for Piped Natural Gas (PNG). Retrofitting a Liquefied Petroleum Gas (LPG) stove for PNG use can pose significant safety risks and efficiency issues. Key concerns include:

- **Safety Risks:** Retrofitting can lead to issues such as flame lift, flame failure, and potential gas leaks due to differences in burning velocities and modifications in the stove's design.
- **Efficiency:** LPG stoves, when retrofitted for PNG, may experience a significant drop in thermal efficiency, from around 68% to approximately 45-50%. This inefficiency not only increases gas consumption but also leads to higher greenhouse gas emissions.
- **Certification:** Modifying an LPG stove invalidates its Bureau of Indian Standards (BIS) certification. The BIS has mandated that PNG stoves meet IS: 17153: 2019 standards and be certified accordingly.

To ensure safety, efficiency, and compliance with standards, it is advisable to use dedicated high-efficiency PNG stoves that are BIS certified.

*In the FAQ, to the query, **Do I need to make any change to my gas stove for using PNG Gas?***

BGCL Response:

Yes, it is strongly recommended to use a gas stove that is specifically designed for Piped Natural Gas (PNG). Retrofitting a Liquefied Petroleum Gas (LPG) stove for PNG use can pose significant safety risks and efficiency issues. Key concerns include:

Safety Risks: Retrofitting can lead to issues such as flame lift, flame failure, and potential gas leaks due to differences in burning velocities and modifications in the stove's design.

Efficiency: LPG stoves, when retrofitted for PNG, may experience a significant drop in thermal efficiency, from around 68% to approximately 45-50%. This inefficiency not only increases gas consumption but also leads to higher greenhouse gas emissions.

Certification: *Modifying an LPG stove invalidates its Bureau of Indian Standards (BIS) certification.* The BIS has mandated that PNG stoves meet IS: 17153: 2019 standards and be certified accordingly.

Evidently, both Bengal Gas as well BNRI/UFM are equally guilty of suppressing the truth that *retrofitting of LPG stove for PNG can pose significant safety risk and efficiency issues* as recommended by Bengal Gas themselves. They both continued to recommend using LPG Burners upon retrofitting for PNG even when it exposes to significant safety risk. Thus, Bengal Gas as well BNRI/UFM -both are responsible who pushed and exposed residents to Safety risk knowingly, despite clear guidelines by Bengal Gas themselves.

On 27th June'24, Petroleum and Natural Gas Regulatory Authority (PNGRB) had a round table discussion, actively participated by expert authorities like CSIR-IIP, LERC, BPCL, BIS, BEE and PNG Stove Mfgs, discussed the drawbacks associated with retrofitting of LPG Stoves for use with PNG.

In a letter dated 28th Aug'24, Secretary, PNGRB communicated to CEO, Bengal Gas highlighting drawbacks like, Safety Concerns, Efficiency and Environment Impact and Invalid BIS Certification of retrofitting of LPG stoves. Attention is drawn to the relevant part (para 2) of letter reproduced below for reference:

Urbana Association of Apartment Owners



पेट्रोलियम एवं प्राकृतिक गैस विनियामक बोर्ड

Petroleum and Natural Gas Regulatory Board

प्रथम तल, वर्ल्ड ट्रेड सेंटर, बाबर रोड, नई दिल्ली - 110001

1st Floor, World Trade Centre, Babar Road, New Delhi - 110 001

फोन नं./Phone No. 011-23457700, ई-मेल /E-mail: contact@pngrb.gov.in

PNGRB/Tech/18-WSI/(4)/2024-Part(1) (E-5293)

28th August, 2024

To,

Shri Anupam Mukhopadhyay

Chief Executive Officer

Bengal Gas Company Limited

1st Floor, Block-A, Finance Centre, CBD,

Action Area-II B, New Town, Kolkata-700 161

Subject: Key takeaways of the Round Table discussion held on 27th June 2024 regarding "Adopting High-Efficiency Domestic PNG Stoves".

Sir,

We are writing to share the key takeaways from the roundtable discussion organized by the Petroleum and Natural Gas Regulatory Board (PNGRB) on 27th June 2024, titled "**Adopting High-Efficiency Domestic PNG Stoves**" which saw active participation from CGD entities engaged in the PNG business of supplying gas to consumers, authorities responsible for setting standards for domestic stoves, and research organizations focused on promoting energy-efficient appliances.

2. During the half day event, presentations from esteemed institutions such as CSIR-IIP, LERC, BPCL, BIS, BEE and PNG stove manufacturers provided a comprehensive analysis of the current practice of retrofitting of LPG stoves vis a vis BIS:17153 certified PNG stove. Following key takeaways & the drawbacks associated with the retrofitting of LPG stoves for use with Piped Natural Gas (PNG) emerged during this knowledge packed deliberations:

- i. **Safety Concerns:** Presentations from CSIR-IIP, LERC, BPCL, and BIS highlighted significant safety risks associated with the retrofitting of LPG stoves for PNG use. Issues such as "Flame Lift," Flame Failure, and potential gas leaks were identified as critical concerns due to the different burning velocities and modifications in the standard design.
- ii. **Efficiency and Environmental Impact:** It was noted that the thermal efficiency of LPG stoves, typically designed for 68%, significantly drops to around 45-50% when retrofitted for PNG. This inefficiency not only leads to higher gas consumption but also contributes to increased greenhouse gas (GHG) emissions. The adoption of dedicated high-efficiency PNG stoves could result in substantial savings on gas bills and a reduction in GHG emissions.
- iii. **Invalid BIS Certification:** The Bureau of Indian Standards (BIS) has clarified that any modification of LPG stoves invalidates their BIS approval. Also, Bureau of Indian Standards (BIS) in its letter to PNGRB dtd. 26-June-2024 informed that Ministry of Commerce & Industry has brought IS: 17153: 2019 for PNG stoves under mandatory BIS certification & the order has come into effect from 09-Feb-2024 (BIS letter & order attached).

In para 3 of the said letter, the Secretary persuaded Bengal Gas, efforts to initiate/implement widespread adaption of PNG Stoves for PNG fuel, Besides Awareness campaigns, the Board advised Bengal Gas to launch attractive Buy-Back program of LPG stoves, offer easy installment plans for purchasing high efficiency PNG Stoves.

Urbana Association of Apartment Owners

3. Accordingly, to encourage widespread adoption of PNG stoves for PNG fuel, your best efforts are sought to initiate/implement various mode of campaigns and schemes in your respective Geographical Areas (GAs) as suggested below:

- a. Awareness Campaigns: Conduct mass media campaigns to educate consumers about the safety, efficiency, and environmental benefits of using BIS-certified PNG stoves.
- b. Buy-Back Programs: Launch attractive buy-back schemes for old LPG stoves to incentivize consumers to switch to dedicated PNG stoves.
- c. Subsidized Installments: Offer easy installment payment plans for purchasing high-efficiency PNG stoves, making them more accessible to consumers.
- d. Collaborative Initiatives: Partner with stove manufacturers and research institutions to support the development and availability of high-quality PNG stoves.
- e. Customer Support and Engagement: Provide comprehensive support and guidance to consumers during the transition to ensure a smooth and safe switch to PNG stoves.

4. These initiatives align with our national goal of increasing the share of natural gas in the energy mix to 15% by 2030 and is crucial for building a cleaner, safer, and more sustainable energy future. We believe that your esteemed organization shall play a vital role in promoting the adoption of high-efficiency dedicated PNG stoves as per IS17153:2019.

We look forward to your cooperation and commitment to this key initiative.

Yours faithfully


(Vandana Sharma)
Secretary

In unambiguous terms, PNGRB desisted from retrofitting LPG burners to use with PNG Gas, Bengal Gas, at it's FAQ also reiterated the same but the visiting Bengal Gas team as well UFM/BNRI suppressed the recommendation to use BIS certified PNG Burners, rather continued to insist retrofitting of existing LPG Burners to be perfectly OK, thus exposing Users to risk.

Thus, as recommended by Central Govt. as well confirmed by Bengal Gas, instead of retrofitting LPG burner, the gas burner needs to be replaced with BIS certified PNG Gas burner.

To encourage PNG adoption, the regulatory Board advised Bengal Gas to buy back of existing LPG burners. In the new Towers or Bungalows where new burners will be bought, they can easily opt for PNG burner. But at Tower 1 to 7, residents currently have LPG Gas burners bought at substantial cost, if they are asked to buy a new PNG Burner scrapping the existing LPG Burner, quite obviously there will be high resistance as its involves large amount and that's the reasons Govt encouraged 'Buy Back' of old LPG burner to encourage buying new PNG burner.

Urbana Association of Apartment Owners

If BNRI is really serious that Tower 1 to 7 residents switch to PNG, then BNRI should offer a decent quality PNG burners befitting the Kitchen interior, to each LPG User 'as complimentary' to encourage to switch to PNG quickly.

Alternately, they should come forward with attractive Buy-back plan of existing LPG burners. As in Tower 2 and 3, BNRI gave bare shell kitchen, so everyone bought on their own, and expectedly expensive efficient LPG Burners with good aesthetic to blend with interior, costing between 100-180k each. In other Towers also, large number of residents opted for expensive LPG Gas burner. If buy back proposal is given at 15% annualized Depreciation on WDV, most likely residents will opt for.

It would be BNRI's responsibility to ensure that every existing PNG User use only BIS certified PNG Burners as safety is of paramount importance which cannot be compromised with, and under no circumstances should suggest or allow to retrofitting of LPG Burner for use with PNG connection which is unsafe.

To ensure safety of current PNG Users, the PNGRB recommendation must be shared with all existing Users to make them fully aware of the consequences, also ensure that either they opt BIS certified PNG Burner or switch back to LPG in case the Burner is not replaced with certified PNG burner. It's the responsibility of BNRI to ensure safety and facilitate switch back to LPG those who wish to do so. This is very important from safety point of view.

C. Who paid for LPG Pipe Line Connection?

BNRI had billed and collected Rs 25000 from each Apartment in Phase I before handing over for LPG Connection – this works out close to 3 Cr (Rs 2.925 Cr. To be precise).

The work was executed few years back. Enquiry with few vendors reveals that possibly less than half of the collection was spent on LPG pipe line connection then.

As mentioned earlier, BNRI have also paid Bengal Gas towards registration charges for 200 odd apartments which most likely amounts close to 15 lacs.

We request to share comprehensive account of the LPG Gas connection charges collected from Phase I owners and Gas infrastructure related spend and transfer the balance amount to UAAO at the earliest.

Demands Summary:

1. Replace all the 28 LPG Riser lines at Tower 1 to 7 to ensure residents' safety and mitigate risk without delay and ensure proper maintenance henceforth
2. To push PNG adoption, either give a decent PNG burner as complimentary or launch buy back of existing LPG Burner to assist procuring BIS certified PNG Burner. Existing PNG Users should either opt for PNG Burner, else switch back to LPG
3. Share Accounts and transfer balance amount to UAAO against LPG Gas connection charges collected from Apartment Owners in Phase I while handing over.

Attachment: Report for LPG Line Rectification work from Apr'24 to Jan'25

Urbana Association of Apartment Owners

2. Repeated Failure in Water Supply and Flush Line

Jal hi Jiwan hai..

UFM is 100% subsidiary of BNRI. Every month, they prepare & share *Monthly Management Report* with their bosses..

Shown below a snapshot of from *July'25 MMR* (Page 13) listing - **14 instances of water supply shutdowns in a month**, of which 13 for malfunctioning of Valves in domestic water supply- which clearly indicates the precarious condition of the valves.

TOWER DOMESTIC & FLUSH WATER SUPPLY SHUTDOWN STATUS FOR JULY 2025						
SL.NO.	DATE	TOWER	FLOORS	DURATION	REASON	OUTCOME
1	01-07-2025	5	10 to 20	11:00 PM to 05:00 AM	Replacement of the malfunctioning domestic water supply valve of 15/1103	The job was completed successfully, and the water supply was restored the next morning
2	02-07-2025	1	18 to 27	11:00 PM to 05:00 AM	Replacement of the malfunctioning domestic water supply valve of 11/2003	The job was completed successfully, and the water supply was restored the next morning
3	03-07-2025	6	31 to 42	11:00 PM to 05:00 AM	Replacement of the malfunctioning domestic water supply valve of 16/3904	The job was completed successfully, and the water supply was restored the next morning
4	04-07-2025	7	G to 08	11:00 PM to 05:00 AM	Replacement of the malfunctioning domestic water supply valve of 17/0604	The job was completed successfully, and the water supply was restored the next morning
5	07-07-2025	1	09 to 17	11:00 PM to 05:00 AM	Replacement of the malfunctioning domestic water supply valve of 11/1503	Job completed successfully and water supply restored within scheduled time.
6	08-07-2025	7	38 to 40	11:00 PM to 05:00 AM	Replacement of the malfunctioning domestic water supply valve of 17/3906	Job completed successfully and water supply restored within scheduled time.
7	09-07-2025	1	28 to 37	11:00 PM to 05:00 AM	Replacement of the malfunctioning domestic water supply valve of 11/3102	The job was completed successfully, and the water supply was restored the next morning
8	14-07-2025	2	21 to 31	11:00 PM to 05:00 AM	Replacement of the malfunctioning domestic water supply valve of 12/2902	The job was completed successfully, and the water supply was restored the next morning
9	17-07-2025	6	G to 09	11:00 PM to 05:00 AM	Replacement of the malfunctioning domestic water supply valve of 16/0702	The job was completed successfully, and the water supply was restored the next morning
10	18-07-2025	4	32 to 41	12:30 AM to 04:00 AM	Emergency breakdown maintenance domestic water ring line at 36th Floor	Job completed successfully and water supply restored within scheduled time.
11	22-07-2025	4	G to 09	11:00 PM to 05:00 AM	Replacement of the malfunctioning domestic water supply valve of 14/0401	The job was completed successfully, and the water supply was restored the next morning
12	24-07-2025	1	09 to 17	11:00 PM to 05:00 AM	Replacement of the malfunctioning domestic water supply valve of 11/1504	The job was completed successfully, and the water supply was restored the next morning
13	25-07-2025	6	10 to 20	11:00 PM to 05:00 AM	Replacement of the malfunctioning domestic water supply valve of 16/1404	The job was completed successfully, and the water supply was restored the next morning
14	29-07-2025	7	28 to 37	11:00 PM to 05:00 AM	Replacement of the malfunctioning domestic water supply valve of 17/3002	The job was completed successfully, and the water supply was restored the next morning

Mostly, Water supply to around 10 Apartments were shut down for close to 6 hours

This is just *tip of the iceberg..*

The **real problem** is much **bigger** and **deeper..**

BNRI had laid UPVC pipes for Domestic water as well Flush Riser lines at Towers 1-7. Till 2022, there were multiple incidences of water leakage in UPVC pipe adhesive joints and Tower residents had to spend without water whole day, in one Tower for two consecutive days without water as attempts to fix the joints were failing due to heavy pressure in risers.

Thereafter at repeated requests, continuously extruded HDPE Pipes were installed replacing the UPVC pipes in all Towers Domestic water supply and Flush Supply lines, The replacement was over by Oct'22 and residents were fully assured that there would never be any recurrence of leakage in pipe line as the HDPE pipes laid were jointless. But, their assurance proved as hollow as pipe..

Flush Water Supply Line Failure:

Not even 6 months elapsed, in first qtr. of 2023 within a span of just 25 days, **7 incidences of Flush water supply pipe line failures in Tower 3** were reported. For fix by themselves, UFM procured 'Hand joint Tools'

Urbana Association of Apartment Owners

from the OEM vendor, though they did 'Hand Joint' at one point but issue crops up at other point - it was really horrible. There have been many more incidents of Flush Line supply failure in Tower 3 as well in other Towers since then.

Domestic Water Supply Line Failure:


On 23rd April'25, the **Domestic Water Supply Line burst at Tower 2** and all apartments in the Tower went waterless from 7 AM to 9 PM, as a consequence no resident could go their workplace causing huge loss.

Appended below screenshot from *Incident Report for Breakdown of Domestic Water Supply at Tower on 22 Apr'25* at 11.30 PM due to leakage in 90 mm PN-25 HDPE uptake line.

The known Solution (as stated in the Incident Report): Damage to the pipe required using 90 mm HDPE special socket with joints by electrofusion welding by OEM Ori Plast.

Most surprisingly when the incidence was identified in early morning, the first task in the morning would have been to call the OEM vendor to come at site and fix, instead the UFM tried to apply *rubber tape* using electric heater - it's absolutely common sense that at a column height of 170 Mtrs, such '*Jugaad*' will not sustain. Still, UFM kept on repeating their unsuccessful experiments by replacing the damaged part with a short piece HDPE pipe to fail again but they had no concern for the resident's continued suffering in hot & humid summer. Finally, at UFM's call Ori Plast (the OEM) team arrived at 4.30 PM, placed *HDPE Special Socket* by *electrofusion welding* and refilling of OH Tank started at 6.40, water started flowing through taps at around 8 PM. Thus Tower 2 residents spent entire days spanning over 13 hours without water in the tap. Just imagine the situation..

Urbana Association of Apartment Owners

		INCIDENT REPORT	
Asst. Technical Manager		Mr. Bidyut Kumar Naskar	
Address Of The Technical Head		URBANA	
Company Employee		Urbana Facility Maintenance Pvt Ltd	
Date Of Incident	Time Of Incident	Date Of Report	
22.04.25	11:50 PM	23.04.25	
Nature of incident: A huge water leakage has been identified from the 2nd floor plumbing shaft at Tower-2			
Who reported ?	Sanjib Raptan, Plumbing Supervisor		
Where were you ?	Home		
What happened ?	A huge water leakage identified from the domestic water supply uptake HDPE line inbetween 2nd and 3rd floor plumbing shaft and the water was flowing whole lobby area of 2nd floor and 1st floor of Tower-2.		
What did you observe?	The plumbing team, including their supervisor, the Shift Engineer of UFM attended instantly and stopped the water supply main valve from the service floor of Tower-2 to reduce the water leakage. As per design, the pressure of the uptake line is 18 kg/cm2, so after closing the main valve, rest of pipe line water was spreading on the floor. The HK team engaged instantly, and they were cleaning the water to prevent water ingress to all passenger lift shafts.		
What remedial action did you take?	<p>During the inspection, the plumbing team identified that the pipeline requiring rectification was in a critical position. The uptake line consisted of a 90 mm, PN-25 HDPE pipe running vertically through a single 170-meter-long section from the service floor to the terrace tank. Any damage to the pipe required rectification using a 90 mm HDPE special socket, with joints completed via electrofusion welding. Ori Plast, the supplier, was responsible for providing the necessary materials and services.</p> <p>To maintain water supply temporarily, our team attempted initial rectification using rubber tape and an electric heater. However, due to the high pressure in the line, these measures proved ineffective. The team informed me of the situation at 3:30 AM, and I arrived on-site at 4:30 AM to assess and resolve the issue. Upon inspection, I constructed a platform inside the plumbing shaft on the 2nd floor of Tower-2 to facilitate the rectification work.</p> <p>Given the vertical nature of the pipeline, the rectification process involved cutting the damaged section and joining it using a special HDPE socket with an electrofusion joint. To maintain temporary supply, we initially arranged a joint using a cut piece of pipe and an electric heater. However, the pressure in the line was too high for this solution to hold. Consequently, our Senior Manager contacted Ori Plast, requesting an HDPE special socket, an electrofusion welding machine, and a service engineer.</p> <p>Before Ori Plast's team arrived, we attempted another temporary repair using an electric heater and a short piece of pipe, but it was unsuccessful. At 7:30 AM, I informed the Tower-2 official group that the domestic water supply would be interrupted due to the defective uptake line and arranged for water jars to be provided to all residents.</p> <p>Ori Plast's engineer, along with the electrofusion welding machine and HDPE socket, arrived at 4:30 PM on 22.04.25 and completed the pipeline rectification by 6:20 PM. The water tank refilling commenced at 6:40 PM, and by 7:00 PM, normal water supply was restored to the residents.</p> <p>In summary, the domestic water supply in Tower-2 was interrupted from 7:30 AM to 7:00 PM on 22.04.25 due to the pipeline damage. Proper remedial action was taken, and the issue was successfully resolved.</p>		
What caused the incident ?	After inspection, we identified that this flexible HDPE pipe has absorbed the expansion of 3mm, but the bending position of the pipe expansion level was high. We provided the extra support to mitigate the resolution and also check all the bending positions.		
Who did you inform ?	Sanjib Raptan, Plumbing Supervisor		Time
In the Company	Time		Time
Was any one else present ?	Mr. Sankar Prasad Mukherjee, Mr. Sujay Majumdar, Mr. Suman Santra 6 numbers of in-house plumber		
How can we prevent such incidents in future ?	We need to procure the electric fusion welding machine, which is very costly, and we can't depend on the supplier.		
Mr. Bidyut Kumar Naskar	Report Date		23.04.25
Assistant Manager Technical			
Report Handed Over To:	Mr. Sankar Prasad Mukherje (General manager of UFM)		

Just consider the suffering and economic loss the residents had to undergo s they were forced to to skip office.

It's extremely important to understand what caused the Incident.

As stated in the Report, *the HDPE pipe absorbed the expansion of 3 mm but the bending position of the pipe was high.*

Suggestion to prevent such incidence in future?

Need to procure the Electro fusion welding machine. UFM observes this being very costly.

Have you ever considered the economic loss residents suffered which is 100x, in addition to agony?

Alas!! Had UFM become Alert even thereafter and learnt lesson Tower 2 failure..

Post Tower 2 failure, there have been 8 more Domestic Water Supply Line failure in last 3 months causing enormous difficulty and financial loss to residents at Tower 4, 6 and *six times* at Tower 3 alone.

Urbana Association of Apartment Owners

Conclusion:

BNRI is grossly responsible for installation of such pipeline that cannot withstand pressure of required height and gives up time and again.

Demand:

Urbana being a high rise with such large number of HNI, must have every service in good condition and cannot afford to have such frequent failures in water supply and we hereby demand to immediately to replace all the Domestic and Flush Water Supply lines with metal pipes with threaded socket (preferably SS) to ensure agony free water supply in future.

Also, procure couple of 90 mm *HDPE Special Socket* and a Electrofusion machine from OEM, ensure proper training to UFM technicians to carry out fix in least time without waiting for OEM team. There have been over 2 dozens reported incidences of failure in Water Supply and Flush Line and not ready to tolerate any more.

Water is basic need, there cannot be any sort of compromise..

Urbana Association of Apartment Owners

3. Declaration submitted in Form A for formation of Association for Urbana Phase I (T 1-7)

The **Declaration in Form A** submitted with Competent Authority for **Urbana Phase I** (Tower 1 to 7) is **defective, hence cannot be ratified and must be modified** asap.

Major flaws:

A. **Parking** assigned to Apartment Owners of Tower 1 to 7 alongwith Apartment in the Deed of Assignment to Owners upon taking payment by BNRI, but **NOT Declared in the Form A** for Phase 1 (Tower 1 to 7).

[Effect: UAAO has been deprived of 71246.85 SqM of Basement Parking space built on 33922.93 SqM land, equivalent to 8.38 Acres.]

B. **Federation:** The Apartment Owners '**submitted**' the property under the Act by Declaration in Form A (through PoA) for formation of *Apartment Owners Association*, thus **the property belongs to the Apartment Owners Association.**

Such Apartment Owners associations, *in turn* form Federation for *administration and management of common areas*, facilities and amenities that are common to the multiple associations, **but no property belongs to the Federation.** *Federation is formed by the constituent associations only for the purpose of administration and maintenance of common areas, facilities and amenities that are common to these multiple associations that of maintenance.*

Though Declaration for two associations (Phase I and Bungalow) already submitted by BNRI but the property for the common areas, facilities and amenities that are common to multiple associations at Urbana, not submitted in Form A of either of these 2 associations and BNRI continue to hold the same in name of proposed '*Federation*', in gross violation of the WB Apartment Ownership Act/Rules since **no property is submitted for formation of Federation.**

[Effect: UAAO has been deprived of pro-rated share in common areas of Urbana. Based on FAR computation, UAAO should get 47.8% of the entire Common areas while Phase II to get 26.6% and Bungalow 25.6%]

Therefore, the present Form A is flawed, full of defect, deprives legitimate rights of UAAO. So, **in no event, the present Form A should be ratified by UAAO** nor should there be any reference of the defective 'Form A' either in the Agreement, Resolution or any document pertaining to Takeover of Maintenance. Rather, **immediate steps be taken by UAAO to modify the defective Declaration submitted with Competent Authority.**

Besides major flaws listed above, there are possibilities of many more flaws too which too need to review thoroughly to get modified in one go.

A. Parking:

BNRI as developer, constructed 1170 Apartments under Phase I (Tower 1 to 7), and 610 Apartments Phase II (Tower 8 to 10) and sold the Apartments to numerous Buyers alnowith with Parking.

Urbana Association of Apartment Owners

By executing Deed of Assignment, **BNRI transferred, conveyed and assigned unto the Buyer the Apartments plus Parking to respective Buyers** alongwith title and leasehold interest. The relevant section from Assignment Deed is reproduced below:

ALL THAT:

(i) Apartment No ____ in Tower No. ____ containing a super built up area of ____ square feet.

(ii) **Car Parking Space Nos** ____ at Upper Basement ____ at Lower Basement.

(the Apartment and the Car Parking Spaces are delineated in the map or plan annexed to the Deed)

The Apartment along with the Car Parking Space shall be treated as a single indivisible unit for all purposes and in case of sell or transfer, both should be done together.

Thus, alongwith Apartment, the specified/designated Parking Space in the basement Parking for Phase I buyers has also been conveyed to Apartment Owners in Phase I.

Declaration in Form A:

In the Form A for Phase I (Tower 1 to 7), while the 7 Towers have been declared and submitted, but the Basement where Parking has been assigned to buyers of Phase I Apartment Owners alongwith Apartment **has not been submitted in the Declaration (Form A)** although the Apartment Owners at Tower 1 to 7 are rightful owners of the Basement Parking, exactly the same as they are owners of Apartment in Tower they bought. These Owners are lawful members of UAAO.

The Basement Parking under Phase I was completed sometime in 2016 alongwith Towers 1 to 7 and Completion Certificate was obtained simultaneously. Undoubtedly, the Basement Parking at Phase I belongs to the Apartment Owners at Tower 1 to 7 and should have been submitted & declared in *Form A* for Phase I alongwith the Towers. Clearly, by not doing so, the Apartment Owners Association for Phase I (Tower 1 to 7), i.e., UAAO have been deprived of vast property rightfully owned by its members.

KMC Sanction:

Snap-shot of Regularised Plan (in year 2016) u/s 26 (2a) and 2(b) of KMC Building Rules 2009 to original Building Plan dated 9 Apr, 2010 for Phase I (T1-7, Club and basement Parking) shared here.

Urbana Association of Apartment Owners

KMC in its sanction in 2016, assessed required car Parking for the proposed Apartments in Tower 1 to 7 at 2138 Nos.

Total covered parking provided at Basement I, II and Mezzanine was 2481, as the area for the few extra Parking was *relaxed* from FAR computation (Relaxation Area for Parking).

On 33922.33 Sq Mtr Land, the built-up area for Parking was 71246.85 SqM .

Effective Floor Area (FAR) for T1-7:
 $281189.56 - 7089.50 = \mathbf{274100.06 \text{ SqM}}$

12. REQUIRED CAR PARKING :	FOR, TOWER 1 = 360 NOS
	TOWER 2 = 358 NOS.
	TOWER 3 = 354 NOS.
	TOWER 4 = 272 NOS.
	TOWER 5 = 276 NOS.
	TOWER 6 = 276 NOS.
	TOWER 7 = 242 NOS.
	TOTAL = 2138 NOS.
13. PROVIDED CAR PARKING :	
	BASEMENT I = 1172 NOS. (COVERED)
	BASEMENT II = 1168 NOS. (COVERED)
	BASEMENT MEZZANINE = 143 NOS. (COVERED)
	106 NOS. (OPEN)
	TOTAL = 2589 NOS.
14. RELAXATION AREA FOR PARKING :	(33,922.93 + 33,163.158 + 4160.77) SQM.
	= 71,246.85 SQM.
15. EFFECTIVE FLOOR AREA :	(3,52,436.41 - 71,246.85) SQM. = 2,81,189.56 SQM.
16. PROPOSED F. A. R. :	$\frac{2,81,189.56}{2,62,760.20} = 1.07 < 2.50$

The original Building Permit No. 2010120034 dated 9.4.2010 was regularised in year 2016 u/s 26 (2a) and 2(b) of KMC Building Rules 2009 to original Building Plan dated 9 Apr, 2010 for Phase I (T1-7, Club and basement Parking).

In this Plan of 2016, only Tower 1 to 7, Basement Parking for Phase I (Tower 1 to 7) was sanctioned, neither there was any reference or approval for any Bungalow or any development in Phase II

Hence the Basement Parking must be part of Phase I Association, i.e., UAAO as it was exclusively for Phase I.

(T) +91 33 24431901/02, (F) +91 33 24431903, (E) info@urbana.co.in

Project : URBANA Intergrated Township

REGULARISED PLAN U/R 26(2a) & (2b) OF KMC BUILDING RULE 2009 FOR BENGAL N.R.I HOUSING COMPLEX LTD. AT PRE.NÖ. 783, ANANDAPUR, KOLKATA - 700107, WARD:- 108, BOROUGH:-12.

PREVIOUS BUILDING PERMIT NO : 2010120034, DATED. 09.04.2010 AND 2010120076, DATED. 24.04.2010, AND 2014120004 DATED 05.04.2014

Discipline: **ARCHITECTURAL**

Drawing Title: **MASTER PLAN**

Designed: aCTa	Drawn: MM	Checked: SC	Approved: RB	Project Number: 01
----------------	-----------	-------------	--------------	--------------------

Drawing No: **SKB/BNRI/KMC/AR/MP** Sheet size & Scale: **A0,1:1000**

Drawing Status	Sheet No.	Rev.	Date
Drawing For Rule 26(2a) & (2b)	1	00	07.06.2016

TABLE 5 - SL. NO. 1

Irrational & Inconsistent:

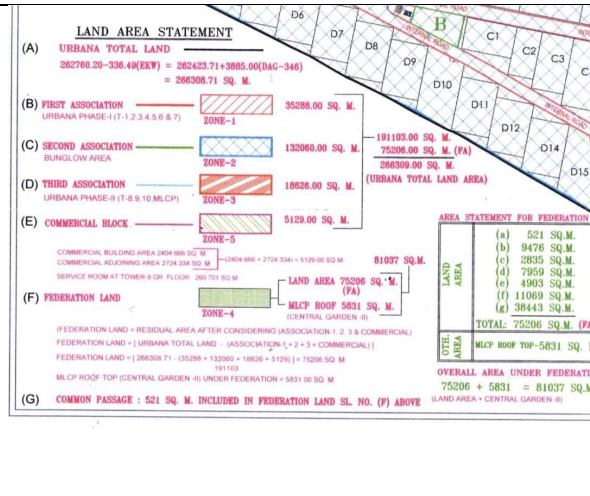
With the draft *Form F* (for formation of Federation), BNRI shared a Land Area Statement' for different associations as under:

Urbana Association of Apartment Owners

The 'Land Area Statement' (on RHS) shows the Land Area under different associations:

For Third Association, i.e., for Urbana Phase II, besides the Tower 8, 9, 10, the **MLCP (Car Parking)** also included in land area of Phase II (T 8-10).

For Phase I (T 1-7), merely land of Tower 1-7 has been included while **entire Basement Parking has been excluded** which is part of Phase I and assigned to Apartment Owners of T 1-7.



Included in Association Land:

Particulars	Phase I	Phase II	Bungalow
Driveway to Tower or Bungalow Plot	Yes	Yes	Yes
Internal Road: Tower to Tower or Bungalow Plot to Plot	No	Yes	Yes

While the Internal Road in Phase II and Bungalow has been included in the Association Land area but in case of Phase I (Tower 1 to 7) the internal Road linking the 7 Towers has been **excluded**.

Completely Irrational and illogical approach on part of BNRI

Further, in the 'Land Area Statement', second largest chunk of Land, i.e., **75206 Sq Mtr**, equivalent to **18.58 Acres** of land shown as 'meant for Federation' (besides 5129 SqM for Commercial Block). As per my interpretation of the Act and Rules (see below), property can be held by Association only and Federation never hold any property since Federation is meant for administering the common areas, formed by the constituent Associations..

Moreover,, the state Government leased land to BNRI for establishment of Township as stated in every Lease Deed, which BNRI have also ratified in each Assignment Deed (executed with Buyers) of establishing Township. IMO, as per Township Act/Rules, Commercial Block being part of 'Basic Urban Infrastructure facilities' falls under Common area. Thus, the entire Urbana Land measuring **266308.71SqM** should belong to either of the 3 Associations only (Phase I, Bungalow and Phase II).

B. Federation

BNRI prepared the Declaration in Form A for Phase I, signed by BNRI officials as PoA of Apartment Owners and submitted with Competent Authority. Apparently, they misinterpreted the newly introduced section 5A in the Act as well the Form F in the Rules, as a consequence the Declaration (Form A) for Phase I was grossly incorrect with many errors - few already above (in previous section A).

Urbana Association of Apartment Owners

Attention is drawn relevant sections of the Act and Rules – excerpts below:

WB Apartment Ownership Act:

Section 3(hh):

"**Federation**" means **the body formed by various Association of Apartment Owners** for the purpose of **maintaining and managing the common areas, facilities and amenities which are commonly enjoyed** and availed by all the apartment owners of complexes having different types of apartments ...of Township as defined under the West Bengal Town and Country (Planning & development) Act 1979, wherein handover of possession is phase-wise.

Section 5A:

Common Areas, facilities and amenities of the Federation:

- (1) In case of township having multiple associations, **the common areas, facilities and amenities for the Federation** shall be such as shall be expressly provided in the Declaration for the Federation, i.e., Form F

WB Apartment Ownership Rules

Form F (for Federation)

1. In pursuance of Section 5A, we, the office bearers of first association of **apartment owners association** and persons nominated by promoter as representatives of following constituent association to be formed .. do hereby further declare that **we intend to form a Federation** comprising the following constituent associations **to maintain common areas and facilities stated herein below**, under the provisions of WB Apartment Ownership Act, 1972.

2. We do hereby furnish further the following particulars:

(A) Description of the Property:

(iii) Area and description of **common areas and facilities to be administered by the proposed federation**

(B) Percentage of interest in the common areas and facilities appertaining to each Constituent Association.

Urbana Association of Apartment Owners

Comparison/Difference between Apartment Owners Association and Federation

There are basic differences between ‘Apartment Owners Association’ and ‘Federation’ under the Act. For ready reference, I have collated to best of my abilities, possible some error could be crept it.

	Apartment Owners Association	Federation
Relevant Section in the Act	U/s 2, sole/All/Majority of the Owners of every property having residential Units shall submit the same to the provisions of the Act	U/s 5A, in case of township having multiple associations, the common areas, facilities and amenities for the Federation shall be as expressly provided in the Declaration for the Federation (, i.e., Form F)
Form and Provision under Rules	For Formation of Apartment Owners Association, in ‘Declaration’ under Form A, sole/All/Majority of the Owners submit the said property comprising of Building(s) having residential units together with common areas and facilities to the provisions of WB Apartment Ownership Act.	The office bearers of first association of apartment owners association and persons nominated by promoter as representatives of constituent association to be formed .. do declare that we intend to form a federation comprising the constituent associations to maintain common areas and facilities stated herein , under the provisions of WB Apartment Ownership Act.
What goes or passes upon formation	The Building alongwith Common areas passes from the Apartment Owners to the Apartment Owners Association	The Federation is entrusted only with responsibilities of maintaining the common areas entrusted to the Federation. No property passes.
Property Passes	Yes	No

Thus, clearly no property passes to Federation.

But BNRI in the Declaration for Phase I neither declared:

- the basement Parking nor
- the pre-rated Common Areas belonging to the APARTMENT Owners of Phase I

Therefore Form A need to be suitably modified without delay, as explained above.

Urbana Association of Apartment Owners

4. Urbana Township

In the 'Take Over Task Force' meeting held on 14th March'26, it was assured that the 'additional documents' (including sanction/approval of Urbana under WB Township Rules) under clause 9 of the Agreement sought will be provided by BNRI. However, even after 3 weeks since then, the same has not been received from BNRI and in the meantime notice for SGM on 5th April, 2026 has been issued.

Invite attention to the excerpts below from the Lease Deeds (App-A), Assignment & Model Deeds (App-B), Environment Clearance (App-C) and Meeting between BNRI Directors and UWA on 16/3/23 (App-D)

In these sections (App-A to App-D), beyond any doubt, it's established that Urbana is a 'Township' as per WB Township Act/Rules:

- As per all Lease Deeds, upon application by BNRI state Govt leased land to BNRI for the purpose of 'establishing Township as per WB Township Act & Rules'. State Govt stipulated terms of lease which must be honoured for continued enjoyment and renewal of lease on expiry (App-A)
- BNRI in the Assignment Deed confirmed that Urbana is a 'Township' as per WB Township Act/Rules and gave Representation as well warranties that it has been and shall, at all times, remain to be in compliance with all applicable laws (App-B)
- In environment Clearance for both phases, it was submitted as 'Township' (App-C)
- In a meeting held between BNRI Directors and UWA, BNRI Directors had confirmed that Urbana is a 'Township' (App-D)

Snippets from WB Township Rules and analysis of Land Area allocated at Urbana listed under App-E and Summary of Building Permits (Architectural Master Plans) sanctioned by KMC appear under App-F

At these sections, (App E and F), it's clear that plans submitted by BNRI and sanctions by KMC were under 'KMC Building Rules' and not under 'WB Township Act' for which Land was leased or declared in the Assignment Agreement. At Appx F, from the Analysis of Urbana 'Land Allocation', its clear that the criteria of WB Township Rules have not been fulfilled and it does not comply with WB Township Rules.

Thus, prima facie, BNRI have not complied with the Lease terms which states purpose of Land leasing was 'establishment of Township as per WB Township Act, 1979', also the declaration in Assignment deeds by BNRI are untrue.

In App- G, I have noted down my analysis & observation on the entire subject, strongly feel that BNRI is in violation of Lease Terms since Urbana has not developed as 'Township', compliant with WB Township Rules.

As a consequence of non-compliance of Lease terms by BNRI, the allottees in future bear the risk of (a) termination of lease due to breach of lease terms, also (b) refusal of renewal on expiry of lease. As per Township Rules, 60% of the Land should be allocated for Basic Urban Infrastructure Amenities, Basic Urban Infrastructure Facilities and additional Open Area whereas land area allocated at Urbana is much less, hence Apartment Owners should get much more Infrastructure amenities and facilities as per Township Rules.

Urbana Association of Apartment Owners

Urbanites have invested thousands of crores for their dream home, due to non-compliance on part of BNRI, they are at risk of eviction and deprived of facilities as per rules.

So, this is the topmost priority, UAAO leadership should ensure full compliance on part of BNRI and that proper sanction and approval under WB Township Act/Rules are secured by BNRI for 'Urbana Township; and shared with Urbanites for peace of mind and future records.

Under App-H, I have also jotted down few anomalies that came to my notice.

Appendix -A

Urbana Land: Application & Lease sanction by WB state Government

BNRI Application to WB State Govt for establishing a township under 'WB Town and Country (Planning & Development) Act 1979'

In 1996, Bengal NRI Complex Limited (BNRI) had applied for sanction of Land with WB State government for establishment of a township in accordance with the provisions of the Town and Country (Planning and Development Act), 1979

Sanction of Land on Long term settlement to BNRI by State Govt for establishing a township under Tower and Country (Planning & Development) Act 1979:

BNRI's application for permission to establish a township under Tower and Country (Planning & Development) Act 1979, Govt of West Bengal, in its Land & land Reforms Department vide Order No 3222-GE(M)/171/95 dated 19/7/1996 accorded sanction to long term settlement on land parcel containing an area of 47.93 Acres in R.S. Plot 441 (Part) (10.67 Acres) and R.S. Plot 345 (Part) (37.26 Acres), Mouza Madurdaha, J.: Mo. 12, District South 24 Parganas

Possession Writ:

On 20.02.1997, 'Writ of Possession' Order for delivery of possession 47.93 Acres of Land to BNRI, w.e.f. 20.02.1997 issued by authorities upon receipt of Rs 2,46,39,853, towards Part Selami for the 47.93 Acres of Land.

Lease Deeds:

Due to involvement of Court cases in respect of the said 47.93 Acres land, the entire process of execution of lease deed was held up – as stated in Land and Land Reforms Dept Order dated 13.09.2004 and 30.11.2006

Land and land Reforms dept. by its order dated 13.09.2004, at BNRI's request that **10.67 Acres of Land under Dag 441 (P)** is free from litigation and willing to get lease deed executed on payment of Salami, the Deptt. in it's order to ADM and DLLRO, South 24 Parganas conveyed '*Now therefore, the Governor has been pleased to accord sanction to the long term settlement of 10.67 Acres of land for a period of 99 years with effect from 20.02.1997 at salami of Rs. 1,24,07,076 and an annual rent as specified in the order from the date of possession (i.e., 20.02.1997) or at such rate as may be fixed for the purpose of establishment of a township in accordance of provisions of town and country (Planning and Development) Act 1979.* The ADM and DLLRO, South 24 Parganas was advised to execute lease Deed for 10.67 Acres in favour of BNRI as per draft Deed of Lease, upon realization of Selami and rent for 10,67 Acres. Subsequently, on 8 Dec 2006 **Lease Deed being No. 184 of 2006 for 10.67 Acres Land** was executed between Govt of West Bengal and BNRI

BNRI reported Land & Land Reforms deptt that the area of **37.26 Acres of Land under Dag 345 (P)** is now free from litigation under possession of BNRI. Land and land Reforms dept. by its order dated 30.11.2006 in

Urbana Association of Apartment Owners

partial modification of Order No. 3222-GE(M) dated, 19.07.1996, conveyed to ADM and DLLRO, South 24 Parganas 'Now therefore, the Governor has been pleased to accord sanction to the long term settlement of 37.26 Acres of land comprised in Plot No. 345 (P) at Mouza Madurdaha, JL No. No. 12, under PS Tiljala for a period of 99 years with effect from 20.02.1997 at selami of Rs. 4.33.25.928 and an annual rent at the rate of Rs 1,36,819 for the purpose of establishment of a township in accordance of provisions of town and country (Planning and Development) Act 1979. The ADM and DLLRO, South 24 Parganas was advised to execute lease Deed for 37.26 Acres in favour of BNRI as per draft Deed of Lease upon realization of Selami and rent for 37.26 Acres. Subsequently, on 9 Jan 2007, **Lease Deed being No. 136 of 2007 for 37.26 Acres Land** was executed between Govt of West Bengal and BNRI

On the basis of Memo No. 60 - HS (N)/13 dated 9th December, 2013 of the Home Department of the Government of West Bengal, at the request of the Housing Department, vide its Memo No. 675-H1/JVC-2/2012 dated 16.12.2013, the Land & Land Reforms Department of the Government by its order No. 213-GE(M)/ 171/95 GE(M) (Part III) dated 27th January, 2014, in modification of its earlier four Orders dated 19th July, 1996, 13th September, 2004, 14th February, 2006, by an Indenture of Lease dated 10th June, 2014 and superseded/substituted lease deeds dated 8th December, 2006 and 9th January, 2007 that are treated as part of the fresh lease dated 10.06.2014. The Annual Rent was revised w.e.f, possession, i.e., 20.02.1997: for first 30 years at the rate of 23,46.652 and subsequent 69 years ascertained at Rs 430 per year. Upon payment of differential amount, lease deed dated 10th June, 2014 (being No. 4622 of 2014) for 47.93 Acres Land (covering Lese Deed dated 8th December, 2006 and 9th January, 2007) between Govt of West Bengal and BNRI was executed.

How much BNRI paid (or pay in future) for lease of 47.93 Acres of Land to WB State Government ?

in the lease deed dtd.10th June, 2014, Annual Rent was increased. Thereafter BNRI paid/shall pay for 47.93 Acres Land on lease from state government:

- Selami Rs 5,57,33,008
- Annual Rent: for first 30 years @23,46,652, subsequent 69 years @430 (from 20.02.2027). Thus, Total Rent paid/payable: 7,04,29,250

Total Cost of 47.93 Acres (2875.8 kottah) to BNRI Rs 12,61,62,258, i.e. 12.61 Crores (Selami + Annual Rent for 99 years), i.e., **Rs. 43870 kottah**

For reference:

- DSR-III, South Parganas while executing Rectification Deed had assessed **Market value for the 47.93 Acres**, as under:
- At **Rs 464.77 Cr** on 13.07.2015
- at **Rs 580.98 Cr** on 02.02.2028
- Few Urbanites mentioned that in recent past Bungalow plots in Urbana have changed hands @ Rs 130-150 lacs/kottah.

In all Lease Deeds and associated Government Orders, the purpose of leasing land to BNRI by State Government is clearly mentioned:

Establishment of a Township in accordance of provisions of Town and Country (Planning and Development) Act 1979

In the Lease Deeds, **Terms and Conditions** have been appended – Excerpts from the few pertinent ones:

1. The Lessee (i.e., BNRI) shall **carry out the terms embodied in this lease and will continue to be bound thereby**

Urbana Association of Apartment Owners

4. The Lessee (i.e., BNRI) shall **utilize the plot of land for the purpose for which it is leased** within 3 years from the date of issue or order sanctioning such lease.

6. Should the Lessee (i.e., BNRI) **duly and faithfully observe and fulfil the terms, conditions and covenants** on the part of the Lessee herein contained, the Lessee shall on the expiry of expiration of the aforesaid period of 99 years **be entitled to have a renewal of this lease for a further period of 99 years** upon the same terms and conditions and to such terms and conditions as the state government may from time to time consider if necessary to impose and include in such renewed lease or leases

21. **On breach or non-observance of any of the foregoing covenants**, terms and conditions rendering the demised land unfit for the purpose for which it is leased, **the lease shall be determined/terminated by the Lessor** on giving the Lessee an opportunity of being heard and the Lessee shall forthwith make over quiet and peaceful possession of the lands and hereditaments to the District Land and Land Reforms Officer on behalf of the Lessor.

For ready reference, a copy of 'Lease Terms & Conditions' attached herewith and marked as Annexure - I

Appendix -B

Deed of Assignment between BNRI (Assignor) and Apartment and Bungalow Plot Allottees (Model Deeds):

Reproduced below few relevant excerpts:

Deed of Assignment between BNRI (Assignor) and Apartment Allottees of Phase-I: Tower 1 to 7

WHEREAS

Demised Land for a period of 99 years with the option for renewal thereof for a further period of 99 years and thereafter successive like periods upon the terms, conditions and covenants contained in the Head Lease **for the purpose of establishment of a township in accordance with the provisions of the West Bengal Town and Country (Planning & Development) Act, 1979.**

The Assignor is thus seized and possessed as a lessee of All That premises No. 783, Anandapur, Kolkata comprised of total area of 64.93 acres equivalent to **2,62,760.20 sq. metres** in R.S. Plot Nos. 345 (P), 441(P) lying and situated at Mouza- Madurdaha, J.L. No 12, Police Station- Tiljala, Sub- Registration District-South 24 Parganas in the State of West Bengal (hereinafter referred to as the "Demised Premises" or "**URBANA Land**")

After taking over possession of the Demised Premises, **the Assignor has taken up development of the same for the purpose of establishing a township thereat** in accordance with the **provisions of the West Bengal Town and Country (Planning & Development) Act, 1979** with all necessary **permissions and consents obtained from the authorities concerned for establishing such township** which has been named by the Assignor as "**URBANA**".

The Assignor has agreed to pay to the Lessor the annual rent in respect of the Demised Premises except total area of bungalows in terms of the Head Leases for the residual period of lease of 99 years from the dates of commencement of the respective Head Leases

Urbana Association of Apartment Owners

Deed of Assignment between BNRI (Assignor) and Apartment Allottees of Phase-II: Tower 8 to 10

WHEREAS

Demised Land for a period of 99 years with the option for renewal thereof for a further period of 99 years and thereafter successive like periods upon the terms, conditions and covenants contained in the Head Lease **for the purpose of establishment of a township in accordance with the provisions of the West Bengal Town and Country (Planning & Development) Act, 1979.**

After taking over possession of the Urbana Land, the Assignor has taken up the **work of development of a township thereat** in accordance with the **provisions of the West Bengal Town and Country (Planning & Development) Act, 1979** with all **necessary permissions and consents** obtained from the authorities concerned **for establishing such township, which has been named by the Assignor as “Urbana” or “Urbana Project Land”**. In accordance with such permissions, the Assignor has framed a scheme of development on the Urbana Land comprising of various segments, such as a Bungalow Enclave, Residential Tower Segment, Basement Car Parking Area, Club and a Fifth Segment (comprising a land area of 5.87 acres approximately, hereinafter referred to as the “Phase II Project Land”).

8. REPRESENTATIONS AND WARRANTIES OF THE ASSIGNOR:

(ii) The Assignor has lawful rights and requisite approvals from the competent Authorities to carry out development of the Phase II Project;

(v) **All approvals, licenses and permits issued by the competent authorities** with respect to the Phase II Project, Phase II Project Land, **Urbana Land** and said Apartment **are valid and subsisting and have been obtained by following due process of law.**

Further, **the Assignor has been and shall, at all times, remain to be in compliance with all applicable laws** in relation to the Phase II Project, Phase II Project Land, **Urbana Land, constructed spaces thereat**, the said Apartment and common areas, **amenities and facilities of Project Urbana and/or Urbana Common Portions**

Deed of Assignment between BNRI (Assignor) and Apartment Allottees of Bungalow Plots (Model Deed):

WHEREAS :

Demised Land, in consideration of payment of the premium and the rent therein reserved TO HAVE AND HOLD the same unto the Lessee for a period of 99 years from 20th February, 1997 with an option of renewal thereof for a further period of 99 years and thereafter for successive like periods upon the same terms and conditions and to such terms and conditions as the state Government may from time to time consider it necessary to impose and include in such renewed lease or leases **for the purpose of establishment of a Township** in accordance with the **provisions of the West Bengal Town and Country (Planning & Development) Act, 1979**

AND WHEREAS after taking over possession of the demised premises the Assignor developed the demised premises **for the purpose of establishing a township thereat** in accordance with the **provisions of West Bengal Town and Country (Planning & Development) Act, 1979** with all **necessary permissions and consent** obtained from the authorities concerned **for establishing such township** which is named by the Assignor as **URBANA**.

Urbana Association of Apartment Owners

AND WHEREAS the Assignor agreed to assign its leasehold interest in respect of an area of **xx** cottah (more or less equivalent to **XX** acre) of land comprised in scheme plot no. **XX** in the demised premises unto the Assignee together with right of user and enjoyment of the common portions, areas, parks, roads, **amenities and facilities of the said URBANA Township** to be used along with Assignees and occupiers of different scheme plots **in the said Township**.

The Assignor hereby represents that a 100% subsidiary company has been formed for maintenance of the **URBANA Residential Township Complex**, named Urbana Facility Maintenance Private Limited

Under Schedule -B, there are multiple references of "**URBANA Township**"

In every Assignment Deed (Phase I or II) or for Bungalow plots, It's mentioned in clear terms that BNRI developed the premises for the purpose of establishing a township Project named **URBANA Residential Township**.

Appendix C

Environment Clearance:

Phase I: Tower 1 to 7

In the Environment Clearance dated 28/03/2016 (for Phase I), the Chief environment Officer and Member Secretary, SEIA A, described the proposal as under:

The proposal has been examined and processed in accordance with the EIA Notification, 2006. **The proposed project is for development of a Township** consisting of Residential and Commercial Complexes.

Phase II: Tower 8 to 10

In the Environment Clearance (EC) issued by Member Secretary SEIAA (WB) on 13.4.22, the application dated 6.8.2021 has been described as under:

Background of the Project:

The proponent made online application vide proposal dated 06.08.2021 seeking environment clearance under provisions of the EIA Notification, 2006 **for the proposed expansion of Township 'URBANA'** at 782 & 783 Ananadpur.

The proposal has been examined and processed in accordance with the EIA Notification, 2006. **The proposal is for expansion of township project 'URBANA'** having total built up area of 185417.351 sqm (Tower 8, 9, 10 with Commercial & MLCP block - 180830.486 sqm and other construction area - 4586 sqm) on a total land area of 262760.20 sqm

Appendix D

In a meeting held on 16th March, 2023 between BNRI and UWA, attended by 5 Directors of BNRI, namely Messrs Pradeep Kumar Sureka, Mayank Jalan, Rahul Todi, Ram Krishna Agarwal and Rajendra Kumar Agarwal and Messrs Sanjeev Nandwani (current UAAO President), Atanu Ghos, Kisor Kumar Nadhani and Tarun Kumar Basu.

Urbana Association of Apartment Owners

Response of BNRI to Point # 3:

- **Urbana is an integrated Township project** where there will be no internal boundary between segments

Observation (on App A to D above):

According to all Lease Deeds, Assignment Agreement (for Bungalows and Apartments) as well in EC Clearance, 'Urbana' is a Township under the provisions of West Bengal Town and Country (Planning & Development) Act, 1979. BNRI in Assignment deed confirmed having obtained all necessary permissions and consent from the authorities concerned for establishing such township which is named by the Assignor as URBANA. In the meeting held on 16.03.2023 between UWA and BNRI, the 5 Directors of BNRI confirmed that Urbana is a Township where Mr Nandwani was also present.

Accordingly, multiple times UAAO sought from BNRI, approved copy of sanctioned Development/Master Plan for Urbana Township, duly approved by competent authorities. Despite repeated follow-up, till now BNRI have failed to share any sort of evidence or documentary proof that Urbana has been developed by BNRI as 'Township' as per provision of West Bengal Town and Country (Planning & Development) Act, 1979 and it fully complies with the purpose for which land was leased by State Govt to BNRI.

State Govt had leased the Urbana land to BNRI as Lessee for development of Township under the provisions of West Bengal Town and Country (Planning & Development) Act, 1979 setting terms to comply with, failing which the Lease might be determined/terminated, also renewal might be refused if the terms, conditions and covenants on the part of the Lessee is fulfilled and faithfully observed.

During the meeting of 'Take Over' task committee, the UAAO office bearers who are regularly meeting BNRI officials had assured that BNRI shall provide the Documents sought in the mail sent by UAAO President on 9th March'26. However, since then more than 3 weeks have elapsed and BNRI neither shared the documents sought, nor even acknowledged or confirmed the date by when they'll share the documents sought for.

BNRI also made 'Representations and Warranties' that "All approvals, licenses and permits issued by the competent authorities" are valid and have been obtained by following due process of law. When BNRI declared in the Assignment Deed that 'all necessary permissions and consent obtained from the authorities concerned for establishing such township', then all such documents should be ready with them and surely should not have any difficulty in sharing during the period of last 3 weeks. Due to non-receipt of documents or even a confirmation, it appears that BNRI do not have any such permission and their Declaration, Representation and Warranties are false.

Appendix E

West Bengal Town and Country (Planning & Development) Rules

Section 137(1) of West Bengal Town and Country (Planning & Development) Act has overriding effect over any other law. It reads:

The provisions of this Act and rules and regulations made thereunder shall have effect notwithstanding anything inconsistent therewith contained in the law.

Hence, it's necessary to check whether Urbana Project has complied with provisions of WB Town and Country (Planning & Development) Rules have complied with.

2 b) "Additional Open Space" means the area to be provided in the form of greeneries, water bodies, etc to be used as a buffer between zones or used to ensure the desired including environment

2 d) 'Basic Urban Infrastructure amenities" includes infrastructure to provide basic utilities and services like roads and transport systems including parking facilities, street lighting, street furniture, power supply, and

Urbana Association of Apartment Owners

distribution system, telecommunication systems, necessary systems and facilities for potable water supply, drainage, sewerage and sanitation systems, solid waste including bio-medical and e-waste management systems, organised open space including landscaping, plantations, urban forestry, rainwater harvesting and other relevant urban services

2 e) Basic Urbana Infrastructure facilities includes commercial facility, medical facility, educational facility, recreational facility and other infrastructural facilities like post office, fire fighting station, police station/ outpost and other relevant facilities

2(ff) "Master Plan or Development Plan" includes a land use zoning plan for visioning, controlling, directing and promoting sound and rational development and redevelopment of any area for a specific time period.';

Allocation of Land Area:

The area to be provided for basic urban infrastructure amenities, basic urban infrastructure facilities and additional open space within the township project shall not be less than the following limit:

Type of Township	Area for Basic Urban Infrastructure Amenities	Area for Basic Urban Infrastructure facilities	Additional Open Space
Residential	30% of Project Area	25% of Project Area	5% of Project Area
Institutional	30% of Project Area	25% of Project Area	5% of Project Area
Industrial	30% of Project Area	25% of Project Area	10% of Project Area
Other Special Category	30% of Project Area	25% of Project Area	5% of Project Area
Integrated	30% of Project Area	25% of Project Area	5% of Project Area.

Interpretation
Thus, total Area of Land for (a) Basic Urban Infrastructure Amenities – 30% (b) Basic Urban Infrastructure Facilities 25% (c) Additional Open Area 5%, sums up to 60% of Land Area of Project which means only in 40% of Project Land Area Residential construction can be done.

Detailed Project Report/Master Plan of the Township: **Layout plan of the Project Area showing the use of specific locations of area to be provided for basic urban infrastructure amenities, basic urban infrastructure facilities and additional open space including schedule of areas of the proposed uses, clearly delineating the different use-zones as possible by means of colour, letters and explanatory pr in some other convenient manner** illustrated in the plan.

Urbana Association of Apartment Owners

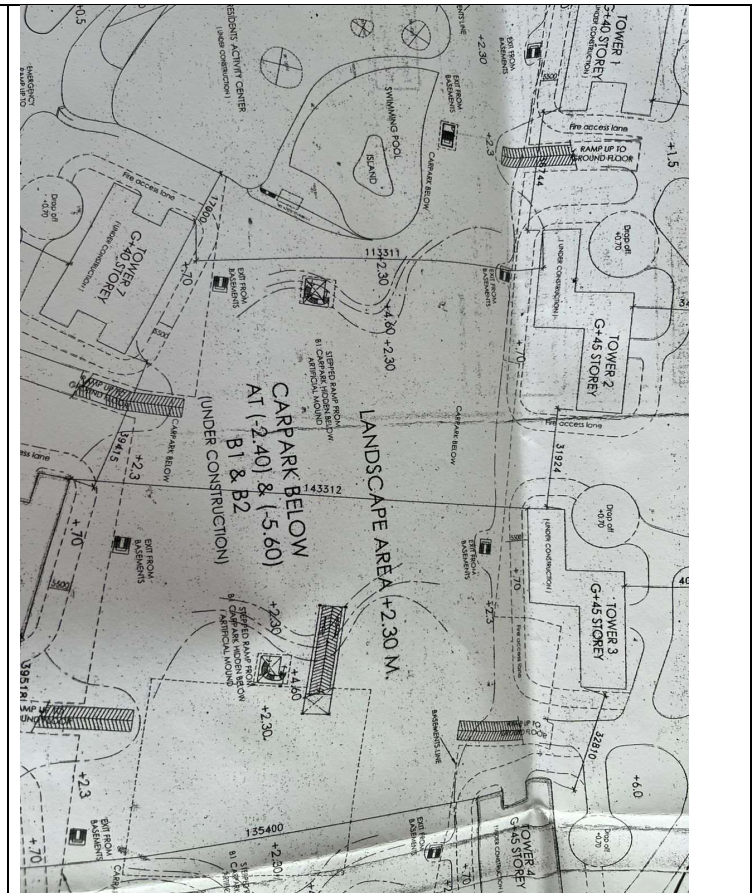
Computation of Land Area Used at Urbana Project:

Under Deed of Assignment, Bungalow plots have been conveyed to the respective allottees (see below)

Likewise, Land of each Tower assigned to owners of respective Towers. Also demarcated Car Parking assigned to respective Apartment Allottees along with Apartment under the same Assignment Deed (see below)

As can be seen from the section of Sanctioned Building Plan (on right hand side), the Land area has been used for 'Basement Parking' (over which Landscaping has been done to convert to Central garden – I). The Land of Car Parking has been assigned to Apartment Allottees of Tower 1 to 7 under respective Assignment Dees

Thus, the land used in Basement Parking in Phase I, MLCP in Phase II has been/shall be assigned/conveyed to allottees of Apartment under Deed of Assignment, and not part of Common areas - thus *not part of Basic Urban Infrastructure Amenities (Rule 2d)*.



Excerpts from Assignment / Model Deed for reference:

Ph – 1 (Tower 1 to 7)

'the Assignor *BNRI) doth hereby transfer, convey and assign unto the Assignee **ALL THAT** :

- (i) Apartment No _____ in Tower No. _____ containing a super built up area of _____ square feet.
- (ii) Car Parking Space Nos _____ at Upper Basement _____ at Lower Basement.

Ph – II (Tower 8-10):

i. TERMS:

Subject to the terms and conditions as detailed in this Agreement, the Assignor agrees to assign its leasehold interest and the Assignee hereby agrees to accept such assignment of the leasehold interest of the Assignor in respect of the said Apartment as specified in paragraph H and are as follows:

- (i) Leasehold interest in respect of the Apartment No XXXX having carpet area of XXXX square feet, built up area of XXXX square feet, super built up area of XXXX square feet, on the XX floor of Tower No. XX

Urbana Association of Apartment Owners

("Building") along with XX square feet verandah/balcony (if any) more fully mentioned in Part I of Schedule B hereto and delineated in the map or plan annexed hereto being "Annexure A2A & A2B".

(ii) The right to park a light motor vehicle at Space Nos. XX & XX identified and selected by the Assignee from the designated parking areas as sanctioned by the concerned authority) in the MLCP/Open/Covered for parking a motor car (s) as permissible under the applicable laws, and more fully described in Part II of Schedule B below and delineated in the map or plan annexed hereto being "Annexure A3".

(iv) It is made clear by the Assignor and the Assignee agrees that the Apartment along with the Car Parking Space No. XXXX & XXX shall be treated as a single indivisible unit for all purposes.

Bungalow:

NOW THIS INDENTURE WITNESSETH that having obtained necessary permission from the District Land & Land Reforms Officer in pursuance of the terms and conditions contained in 2 Head Leases and in consideration of a sum of **Rs xx** only paid by the Assignee towards the full and final amount of consideration on memo (the receipt whereof the Assignor doth hereby admit and acknowledge), the Assignor doth hereby assign the lease hold interest on ALL THAT scheme plot no. **XX** comprised an area of **XX** cottah (more or less equivalent to **XX** acre) being demarcated portion of premises No.783, Anandapur, more fully described in Part-II of Schedule —A hereunder written and delineated in the map or plan annexed hereto and bordered in colour Red

Given below a summarized Urbana Land use/allocation (Ref: Building Permit No. Building Permit (a) 2014120004 dtd 4.10.2016 and (b) being No. 2021120148 dated 27th July, 2021

Segment	Description	Land Area (Sq. Mtrs)	% of total land area
Urbana Land as per Building Permit by KMC		262423.46	
Bungalow	54 Plot-1465 Kottah	97993.85	37.34
Phase I (Tower 1- to 7)	Towers 1-7 Ground Cover	7341.64	
	Basement I, II & Mezzanine	<u>33922.93</u>	15.72
Phase I (Tower 8- to 10)	Towers 8-10 Ground Cover	4310.31	
	MLCP	<u>5866.06</u>	3.89
Total Land assigned to Allottees under Assignment Agreement		149444.69	56.95

Inference:

- Thus **37.34%** of total Land area of the Project allocated to the **54 Bungalow plots alone**
- 15.72% of total Land area of the Project allocated to Phase I (Tower 1 to 7 and Basement Parking)
- 3.89% of total Land area of the Project allocated to Phase II (Tower 8 to 10 and MLCP)

As such, **total 56.95%**, say **57% of Project land allocated to uses other than Basic Urban Infrastructure, Basic Urban Facilities and Additional Open Area**, whereas as per WB Township (Country & Planning) Rules cap to maximum 40% since 60% of Project Land is to be allocated to (a) Basic Urban Infrastructure Amenities – 30% (b) Basic Urban Infrastructure Facilities 25% (c) Additional Open Area 5%, sums up to 60% of Land Area of Project. Therefore, **allocation of Land area** for Amenities, Facilities and additional Open Area **does not meet the WB Township Rules**.

Urbana Association of Apartment Owners

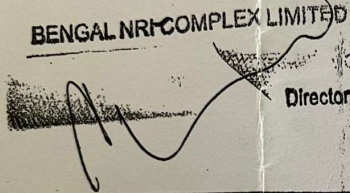
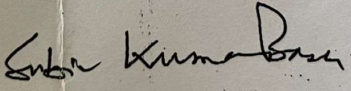
Only (Item SI #5). Residential Activity Centre falls under **Basic Urban Infrastructure Facilities for which allocated land area is 4270 Sq Mtrs.** which works out to just 1.63% of total Project land, thus the minimum land allocated for basic urban infrastructure facilities not being fulfilled and there is huge shortfall under this head alone.

Appendix F

For Urbana, Building Plans were drawn up by BNRI Architect as per **KMC Building Rules 2009**. KMC validated and sanctioned 'Building Permits' as per KMC Rules. In 2016, Under Rule 26 (2a) & (2b) of KMC Building Rule, regularised plan for the alterations and additions made to the initial Building Permits of 2010 for Tower 1-7, Basement I, II & Mezzanine, Club (Residents Activity Center) were submitted which KMC sanctioned.

Area of Land: 262760.20 Sq Mtr.	
Permissible FAR: 2.5	Permissible Total Floor Area: 656900.50 Sq Mtr
Drawing Title: Master Plan	Discipline: Architectural

As per **Statement of Architect**, Building Plans drawn, submitted and sanctioned as per **KMC Building Rules 2009**

Statement of Architect	
 <p style="text-align: center;">SIGN. OF OWNER</p> <p>STATEMENT OF ARCHITECT: I DO HEREBY CERTIFY THE PLAN WITH FULL RESPONSIBILITY THAT THE BUILDING PLAN HAS BEEN DRAWN UP AS PER PROVISION OF KMC BUILDING RULES 2009 . AS AMENDED FROM TIME TO TIME AND THAT THE SITE CONDITION INCLUDING THE WIDTH OF ABUTTING ROAD CONFIRM WITH THE PLAN AND THAT IT IS A BUILDABLE SITE NOT A TANK OR FILLED UP TANK. IT IS ABSOLUTELY A SOLID LAND THE PLOT IS BUTTED AND BOUNDED BY BOUNDARY WALL .THE ABUTTING ROAD IS 17.5 M.WIDE K.M.C.ROAD.</p> <p style="text-align: center;">  SUBIR KUMAR BASU Registered Architect Regid. No. - CA / 78 / 4375 </p> <p style="text-align: center;">SIGN. OF ARCHITECT</p>	<p>That the Building Plan has been drawn up as per provision of KMC Building Rules 2009 as amended from time to time</p>

Urbana Association of Apartment Owners

Summary of 5 Building Plans submitted by BNRI and Sanctioned by KMC for Tower 1 to 7, Basement I, II, Mezzanine and Club (RAC)

Table, Sl. No,	Drawing Date and Status	Building Permit No. and Date	Description	Submitted for	Sanctioned Area (SqM) - Cumulative
Table-1 Sl-1	Date: 21/12/2009 Status: Drawing for Sanction	2010120034 dtd 9.4.2010	Proposed Residential Complex for Bengal NRI Complex Ltd at 783 Anandapur	Tower 1 (G+40) Tower 2 (G +45) RAC (Club) Basement I, II	Floor Area (T1&2) : 73499.07 Parking (Exempt) 62961.27 Covered Parking: 2397 Nos.
Table-2 Sl-1	Date: 21/12/2009 Status: Drawing for Sanction	2010120034 dtd 9.4.2010	Proposed Residential Complex for Bengal NRI Complex Ltd at 783 Anandapur	Residents Activity Centre – Floors Plans	Floor Area: 7089.50 [Ground Cover: 4270]
Table-3 Sl-1	Date: 15/02/2010 Status: Drawing for Sanction	2010120076 dtd 24.4.2010	Proposed Addition of Apartment Blocks for the Bengal NRI Housing Complex Ltd at 783 Anandapur	Addition of Tower 3 (G-45), 4 (G-40), 5 (G-40), 6 (G-40), and 7 (G-40)	Floor Area (T1-7): 259895.74 RAC (Club): 7089.50 Parking (Exempt): 62961.27
Table-4 Sl-1	Date: 12/02/2014 Status: Drawing for Sanction	2014120004 dtd 5.4.2014	Addition & alteration Plan for Tower 4, 5, 6 and Basement over an existing (G+40) storied Residential Building (Urbana) at 783 Anandapur	Addition of 5 more floors to Tower 5, 6 and 7 to make G+45. Addition of Basement Mezzanine	Floor Area (T1-7): 274100.06 RAC (Club): 7089.50 Parking (Exempt): 71246.85
Table-5 Sl-1	Date: 07/06/2016 Status: Drawing for Rule 26(2a) & (2b)	2014120004 dtd 4.10.2016	Regularised Plan under Rule 26 (2a) & (2b) of KMC Building Rule 2009 for Bengal NRI Housing Complex Ltd at 783 Anandapur.	Regularised Plan for T1 and T7 (G+40), 2/3/4/5/6 (G+45), Club and Basement I, II and Mezzanine	Building Plans 034, 076 and 004 dated 9.4.10, 24.4.10 and 5.4.14. Plans approved u/r 26 (2a) & (2b) KMC Building Dept on 4.10.2016 to be treated as part BS Plan 034, 076 and 004

Urbana Association of Apartment Owners

DETAILS OF F.A.R. CALCULATION:-

01. AREA OF LAND :- 2,62,760.20 SQ.M.
02. ROAD WIDTH:- 17.5 M.
03. PERMISSIBLE F.A.R. :- 2.5
04. PERMISSIBLE GROUND COVERAGE:- 50%
05. PERMISSIBLE TOTAL FLOOR AREA:- 6,56,900.50 Sq.M.
06. PERMISSIBLE HEIGHT OF BUILDING-(G+40 =134.10M.), (G+45=159.1M.)
07. SANCTIONED GROUND COVERAGE:-

TOWER 1 (G+40)	= 1026.16 SQ.M.
TOWER 2 (G+45)	= 1022.84 SQ.M.
TOWER 3 (G+45)	= 1022.84 SQ.M.
TOWER 4 (G+40)	= 1108.64 SQ.M.
TOWER 5 (G+40)	= 1026.16 SQ.M.
TOWER 6 (G+40)	= 1026.16 SQ.M.
TOWER 7 (G+40)	= 1108.64 SQ.M.
RESIDENTS' ACTIVITY CENTER	= 4270.00 SQ.M.
TOTAL	= 11611.44 SQ.M. (4.42 %)
08. SANCTIONED TOTAL COVERED AREA (AFTER EXEMPTION):-

TOWER 1 (G+40)	= 35,625.82 SQ.M.
TOWER 2 (G+45)	= 37,873.25 SQ.M.
TOWER 3 (G+45)	= 37,873.25 SQ.M.
TOWER 4 (G+40)	= 36,635.89 SQ.M.
TOWER 5 (G+40)	= 35,625.82 SQ.M.
TOWER 6 (G+40)	= 35,625.82 SQ.M.
TOWER 7 (G+40)	= 36,635.89 SQ.M.
BASEMENT I	= 31,998.12 SQ.M.
BASEMENT II	= 30,963.16 SQ.M.
RESIDENTS' ACTIVITY CENTER	= 7089.50 SQ.M.
TOTAL	= 3,29,946.51 SQ.M.
09. PROPOSED COVERED AREA (AFTER EXEMPTION):-

TOWER 4 (G+45)	= 5081.02 SQ.M.
TOWER 5 (G+45)	= 4561.65 SQ.M.
TOWER 6 (G+45)	= 4561.65 SQ.M.
BASEMENT MEZZANINE	= 4160.77
BASEMENT I	= 1924.81 SQ.M.
BASEMENT II	= 2200.00 SQ.M.
TOTAL	= 22,489.90 SQ.M.
10. TOTAL COVERED AREA (SANCTIONED+PROPOSED):- (3,29,946.51+22,489.90) SQ.M. = 3,52,436.41 SQ.M.
11. TOTAL EXAMPTED AREA :- (2693.30+1725+1725+1725+1899.8+1899.8+1537.5) SQ.M. = 12205.4 SQ.M.
12. REQUIRED CAR PARKING :- FOR:

TOWER 1	= 360 NOS.
TOWER 2	= 358 NOS.
TOWER 3	= 354 NOS.
TOWER 4	= 272 NOS.
TOWER 5	= 276 NOS.
TOWER 6	= 276 NOS.
TOWER 7	= 242 NOS.
TOTAL	= 2138 NOS.
13. PROVIDED CAR PARKING :-

BASEMENT I	= 1172 NOS. (COVERED)
BASEMENT II	= 1168 NOS. (COVERED)
BASEMENT MEZZANINE	= 143 NOS. (COVERED)
106 NOS. (OPEN)	
TOTAL	= 2589 NOS.
14. RELAXATION AREA FOR PARKING :- (33,922.93 +33,163.158 + 4160.77) SQ.M. = 71,246.85 SQ.M.
15. EFFECTIVE FLOOR AREA :- (3,52,436.41 - 71,246.85) SQ.M. = 2,81,189.56 SQ.M.
16. PROPOSED F.A.R. :- $\frac{2,81,189.56}{2,62,760.20} = 1.07 < 2.50$

aCTa international Pte. Ltd.
 25 Seah Street 05-01, Singapore 188381
 (T) +65 63334331, (F) +65 63339190
 (E) stephen@acta.com, (W) www.acta.com.sg

Owner :
BENGAL NRI COMPLEX LIMITED
 (A Joint Sector Company with the Govt. of West Bengal)

Anandapur, Madurdaha, P.O. East Kolkata Township Project, Kolkata-7
 (T) +91 33 24431901/02, (F) +91 33 24431903, (E) info@urbana

Project : URBANA Intergrated Township

REGULARISED PLAN U/R 26(2a) & (2b) OF KMC BUILDING RULE 2009 FOR BENGAL N.R.I HOUSING COMPLEX AT PRE.NO. 783, ANANDAPUR, KOLKATA - 700107, WARD:- 108, BOROUGH:-12.

PREVIOUS BUILDING PERMIT NO : 2010120034, DATED. 09.04.2010
 2010120076, DATED. 24.04.2010, AND 2014120004 DATED 05.04.2014

Discipline: ARCHITECTURAL

Drawing Title: MASTER PLAN

Designed: aCTa	Drawn: MM	Checked: SC	Approved: RB	Project Number: 01
Drawing No: SKB/BNRI/KMC/AR/MP			Sheet size & Scale: A0,1:1000	
Drawing Status		Sheet No. 1	Rev. 00	Date 07.0

TABLE 5 - SL. NO.

FAR, Total Covered Area and other parameters as per KMC Building Rules

Regularised Building Plans under Rule 26 (2a) & (2B) of KMC Building Rules for Tower 1-7, Basement I, II & Mezzanine and Club (RAC)

Primary Parameters as per KMC Building Rules: Total Floor Area (excusing exempt) is within permissible FAR. None of these plans were submitted under WB Township Rules which require allocation of Land uses for amenities, facilities and open area. Nor there is any mention of WB Township Rules since the plans were submitted under KMC Building Rules only.

Urbana Association of Apartment Owners

Appendix G

Minutes of Handover Task Force held on 14th March, 2026

Minutes of Meeting of the 'Handover Task Force'

Date: Saturday, 14th March 2026

Time: 5:30 PM

Venue: UAAO Conference Hall

Members Present

- Mr. Sanjeev Nandwani -President
- Mr. Kishor Nadhani -Secretary
- Mr. Harish Kabra -Treasurer
- Mr. Anil Jhunjhunwala -Member
- Mr. Amit Tekriwal - Member
- Mr. Nikhil Kothari -Member
- Mr. Vinod Kothari -Member
- Mr. Pawan Jhunjhunwala -Member
- Mr. Tarun Basu -Member
- Mr. Rajesh Singhal-Member
- Mr. Prabir Pal -Member

Agenda and Key Discussion Points

1. Document Handover and Responsibility

Mr. Kishor Nadhani drew attention to Clause 9 of the Agreement with caption '**Handover of Title Documents of Project, Common Areas and Urbana Tower Phase I**' and highlighted non-receipt of certain important documents including Project level sanctions and approvals from BNRI that were requested as back as in July, 2025; on 2nd March '26 he shared the list of 'additional documents' to be obtained from BNRI. Mr. Kabra has explained that said requisition list by Kishor Nadhani has been forwarded to BNRI on 9th March '26 and they have assured to provide the said documents. It was decided to remind BNRI to provide the desired document soon.

2. Revisions in Handover Agreement

Upon detailed discussions, certain revisions were felt necessary in the handover agreement, including mention of security deposit amounts in absolute numbers, updates related to the project level facilities and common area, minor corrections in Annexure D. Mr Vinod Kothari proposed following amendments in the agreement:

1. In Annexure C, the heading and the first line (above point no. 1) may be amended as follows:

Annexure C

(Project-level common areas and facilities at the Urbana Residential Complex), as listed below:

And Delete:

Upon freezing of the Minutes for meeting held on 25/09/25 between BNRI Directors and UAAO officials by Dec'25, primarily 3 Office bearers (President, Treasurer and Asst Treasurer 1) have been discussing regularly with BNRI Directors and their legal teams on the proposed Agreement.

In the meeting held on 14/3/26, they expressed confidence that BNRI have assured to provide the additional documents as per clause 9 of the Agreement, according to the list sent on 9th March, 2026.

Clause 9: Handover of Title Documents of Project, Common Areas and Urbana Tower Phase I: BNRI shall, on or before 28th February 2026 and/or within such extended time as may be so mutually agreed upon if need be, hand over to UAAO photocopies of **all title documents and statutory sanction documents** together with originals of the **documents relating to the permission and/or approval and/or licenses relating to Urbana Tower Phase I** (Towers 1-7).

Urbana being a 'Township' under WB Township Rules, sanctioned Development/Master Plan was sought with all relevant approvals therefor.

More than 3 weeks have elapsed, despite reminder on

Urbana Association of Apartment Owners

	<p>16/3/26, BNRI have neither shared the same nor confirmed that they will provide the same by such this date.</p>
<p><i>It includes but not limited to various facilities falling under following categories</i></p> <p>2. In Annexure 'A', point 7 may be added as:</p> <p><i>Any other legal matter, which is not within the knowledge of BNRI</i></p> <p>3. In Para 3, the amounts of Security Deposit may be specified</p> <p>4. Please also provide us the additional documents, as listed in our mail dated 9th <u>March, 2026</u>, at the earliest.</p> <p>3. Concerns Regarding Agreement Signing Mr. Kishor Nadhani in his mail sent on 12th March, 26 had highlighted 'completion of Commercial block structure' and sought UAAO's stand on the 'Commercial Block' since apparently, this should be part of 'Basic Urban Infrastructure facilities' as per WB Town and Country Rules. Mr Kabra expressed that this matter need to be examined properly by legal experts; he emphatically stated no rights of the Urbana Apartment Owners should be impaired and Mr Nandwani also confirmed the same and assured that all Owners rights and entitlement shall be preserved with full integrity. Then all members present agreed to revisit the matter of 'Commercial Block' after the execution of the Handover Agreement. Hence it was decided that the matter of Commercial Block be 'kept on hold' for the time being and proceed with Handover Agreement. During discussions, Mr Anil Jhunjunwala expressed doubt whether Urbana has been developed as Township, Mr Nandwani also concurred with his view citing that Mr D Nandi of BNRI had confirmed him that Urbana is not a Township under WB Township Act. Then Mr Pawan Jhunjunwala cited relevant clauses in the Lease Deed to which Mr Anil Jhunjunwala confirmed that since BNRI has assured to share the documents sought and on receipt of the documents there will full clarity on the subject, hence on receipt the documents sought from BNRI, whether Urbana is a 'Township' or not will be examined by this Task Force. Requisite documents by Mr. Kishor Nadani have been already forwarded to BNRI. In this context, Mr. Tarun Basu withdrew his objection to delay. Mr. Kishor Nadhani requested to send reminder to BNRI for sharing the required documents without delay for clarity.</p> <p>4. Clause 6 and 7 Objections Mr. Pawan Jhunjunwala raised some issues regarding Clauses 6 and 7. These were discussed with Mr. Vinod Kothari and the President and were resolved amicably without any dispute.</p> <p>Final Resolution It was unanimously decided that the handover process of BNRI will continue and the agreement will be placed before the UAAO Office Board on 15th March 2026 for final deliberation.</p> <p>Vote of Thanks The meeting concluded with a vote of thanks delivered by Mr. Anil Jhunjunwala.</p>	<p>In absence of documents from BNRI, whether Urbana is a Township or not could not be examined as was discussed in the meeting on 14/3/26.</p> <p>In the meeting, the task force led by President emphatically stressed that UAAO should ensure:</p> <ul style="list-style-type: none"> • No rights of the Urbana Apartment Owners should be impaired • All Owners rights and entitlement shall be preserved with full integrity <p>From the foregoing sections (App-A to App-D), beyond any doubt, it's established that Urbana is a 'Township' as per WB Township Act:</p> <ul style="list-style-type: none"> • As per all Lease Deeds, state Govt lease land to BNRI for the purpose of establishing Township as per WB Township Act & Rules. Statement Govt stipulated terms of lease which must be honoured to continued enjoyment and renewal of ease on expiry (App-A) • BNRI in its Assignment Deed confirmed that Urbana is a Township as per WB Township

Urbana Association of Apartment Owners

	<p>Act/Rules and gave Representation as well warranties that it has been and shall, at all times, remain to be in compliance with all applicable laws (App-B)</p> <ul style="list-style-type: none"> • In environment Clearance also for both phases, it's submitted as 'Township' (App-C) • In a meeting held between BNRI Directors and UWA, BNRI Directors had confirmed that Urbana is a 'Township' (App-D)
--	---

Despite all the above, BNRI have failed to present credible evidence with sanctioned development/master plan for Urbana as Township, duly approved by Development authority.

The Sanction Plans shared by BNRI were approved under 'KMC Building Act/Rules' and not as per WB Township Act/Rules (App- F). Fact check of allocation of Land as per KMC sanction plans (App-E) revealed that the 'Allocation of Land Area' as per WB Township Rules are not being fulfilled and therefore for sure its established that development plan for Urbana as per WB Township Act/Rules was not approved by Development Authority- it has been approved simply under KMC Building Rules which has been confirmed by Mr D Nandi in his letter 12.06.2025 (App-H, II: Development Authority). In the same letter he also confirmed that BNRI do not have any Master Plan approved by Development Authority. He also confirmed that there is no plan to indicate any demarcated land area (segment wise)

Thus, prima facie:

- the purpose for which state govt had leased the land (i.e., Township) not been complied with in absence of any documentary evidence
- the declaration, warranties and representation made by BNRI in Assignment Deeds are incorrect

In such circumstances, on what base the said office bearers exuded as much confidence of protecting Apartment Owners' Interest, protection of their rights & entitlements, when the very fundamental fact is not proved? The term of present Office bearers have just few days time as new team will be elected in month of May'26. Once Election process initiates, 'Model Code of Conduct' will come into effect when mere 'Status Quo' will have to be maintained till handing over charge to the newly elected team.

Urbana Association of Apartment Owners

Knowing it so well that despite land leased by state govt for development of Township, Urbana has not been developed in compliance with Township Act/Rules, how the office bearers are convinced about following waiver/release/discharge proposed under the Agreement and proposing Apartment Owners for approval?

No Claim, Waiver & Disclaimer of Responsibility: UAAO, irrevocably and unconditionally waives, releases, and forever discharges BNRI from any and all complaints, claims, demands, claims for damages, claims for losses and/or liabilities **or proceedings (whether civil, criminal, statutory, contractual or otherwise) relating to Urbana Tower Phase I (Towers 1 -7)**

It is further agreed that no Party shall initiate, maintain, or cause to be initiated any legal or regulatory action or claim against the other Party, directly or indirectly, in respect of matters settled herein, before any judicial, quasi-judicial, statutory, regulatory or governmental authority and this waiver shall operate [within the scope and extent of the relevant law(s)] as an absolute bar to such claims. Upon execution of this Agreement, UAAO, acknowledges that BNRI stands fully discharged and absolved from all such claims and liabilities (as stated above) permanently, and no further cause of action in this regard shall survive. UAAO further confirms that no claim shall, at any time, be instituted or asserted against BNRI which is covered within the express scope of this Agreement.

However, it is expressly agreed between the Parties that, **in the event UAAO initiates or raises any dispute or proceeding relating to Urbana Tower Phase I (Towers 1–7) or UAAO commits breach of any provision of this Agreement relating to Urbana Tower Phase I (Towers 1–7)** and also the rights granted to UAAO in respect of double basement, **BNRI shall be entitled to withhold the release of the Second Tranche of the aforesaid payment**, and such Second tranche shall not be disbursed until final resolution, settlement, or disposal of such dispute and/or remedying the breach by UAAO to the satisfaction of BNRI.

Fact: Towers 1 to 7 are integral part of Urbana Township, since prima facie BNRI has not complied with the terms of Lease, further the statement on the Assignment deed are incorrect, obviously no such waiver/release or discharge can be granted until BNRI fulfils on its part and share documentary evidence of compliance

Let's not forget, Apartment Owners of Tower 1 to 7 have elected the Board of Managers for UAAO with full confidence that they will look after the members interest. The Board of Managers in turn elected the Office Bearers to protect and ensure UAAO member's interest. So, before taking any steps or making any commitment, it must be validated from all possible angles for implementation.

According to my assessment, the said office bearers are yet to understand gravity of the matter and real intent of the promoters behind proposing such an agreement; basis their sweet talks, without realizing the reality, they are committing what they cannot fulfil. UAAO officials must protect Apartment Owner's long term interest.

Basis the currently available documents and information, mail/letter from BNRI, I'm fully convinced that BNRI neither applied nor have secured necessary sanction for Development/Master Plan as required under WB Township Act/Rules which was required according to lease terms; their declaration in assignment deed also amounts to non-compliance until they prove with documentary evidence. Thus, my conscious does not allow me to be part of the team that is proposing at SGM to the Apartment Owners to accept and ratify the Resolution, Agreement etc. I therefore *'excuse myself'* and withdraw from the 'Take Over Task Force' team that is proposing to the Apartment Owners for approval of the Resolutions and Agreement. Also please note that, I shall not sign any paper or document, certify any resolution or Agreement pertaining to this context.

Urbana Association of Apartment Owners

Appendix – H

Anomalies/Discrepancies

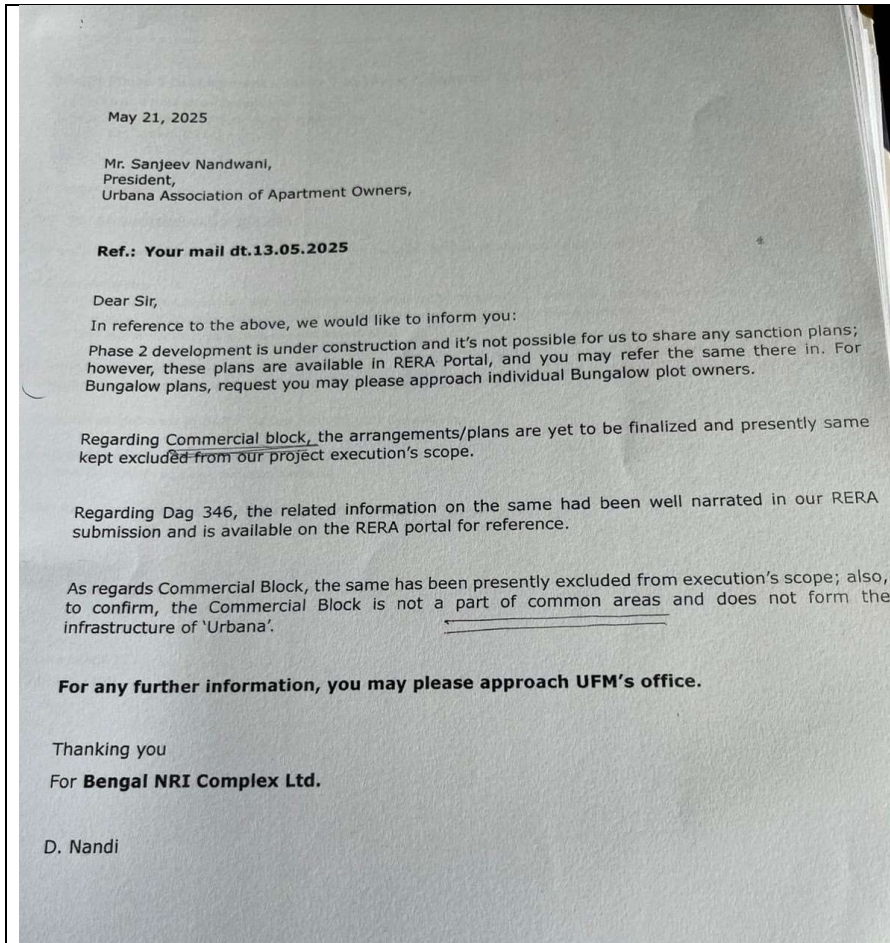
There are long list of Anomalies and contradictions, few are highlighted here

I. Commercial Block

The Commercial Block has also been developed on the Urbana Land (64.93 Acres) and its very much part of 'Urbana Project' since BNRI had submitted for sanction alongwith Phase II (Tower 8 to II) on Urbana Land and KMC had granted sanction, as transpires from the Building Sanction plan by KMC. Environmental Clearance also includes Commercial Building along with Tower 8-10 and MLCP.

<p>Environmental Consultant: JB Enviro Consultants Pvt. Ltd. 10B, Lake East 5th Road, Sanitoshpur, Kolkata 700 075 (T) 053-40628154 , 033-24164461 (E) basudebdas@yahoo.com</p> <p>PHE Consultant: Kromatics 204, Swastik Plaza, Pokhran Rd. no. 2, Thane (W) - 400 601 (T) +91-8424034677, +91-3820426977 (E) kromatics.rohit@gmail.com</p> <p>HVAC Consultant: Engineering Consultancy services BF 302, Salt lake, Sector 1, Kolkata 700064 (T) +91-9830607914 (E) ecssalllake@gmail.com</p> <p>Electrical Consultant: INDCON 31/A/6, Durga Prasanna Paramhansa Road, Kolkata 700047 (T) +91-9831447577 (E) abindcon@gmail.com</p> <p>Fire Consultant: TTS CONSULTANT 38/1, Dakshinpara Road, DumDum, Kolkata 700028 (T) +91 33 2519 7118, +91 98 00190834 (E) ttsconsultant19@gmail.com</p> <p>Resident Structural Engineer: Mr. Suvra Narayan Sil 5 Russel Street, Kolkata - 700071 (T) +91 33 22262840, (F) +91 33 22291079 (E) sangyog@vsnl.net</p> <p>Specialist Structural Engineer: Derby Design Engineering Office 203, Building 4, Emaar Business park PO Box 212170, Dubai, UAE (E) pe@derbydesigns.ae</p> <p>Project Architect & lead Consultant: aCTa international Pte. Ltd. 25 Seah Street 05-01, Singapore 188381 (T) +65 63334331, (F) +65 63339190 (E) stephen@acta.com, (W) www.acta.com.sg</p>	<p style="text-align: right;"><i>Subir Kumar Basu</i> SUBIR KUMAR BASU Registered Architect Regn. No.-CA/78/4 SIGN. OF ARCHITECT</p> <p style="text-align: right;"><i>Basanta Kumar Ghosh</i> Basanta Kumar Ghosh Geotechnical Engineer EMPANELLED NO. 01 (KMC) SIGN. OF GEO-TECHNICAL ENGINEER</p> <p>Architect: Subir Kumar Basu 4, Broad Street, Kolkata - 700019 (T) +91 33 22870333, (F) +91 33 22833043 (E) basu_subirkumar@yahoo.com</p> <p>Owner: BENGAL NRI COMPLEX LIMITED (A Joint Sector Company with the Govt. of West Bengal) Anandapur, Madurjaha, P.O. East Kolkata Township Project, Kolkata-700107 (T) +91 33 24431901/02, (F) +91 33 24431903, (E) info@urbana.co.in</p> <p>Project: URBANA Intergrated Township</p> <p>REVISED PLAN UNDER RULE 26 (2a) & (2b) OF G+42 RESIDENTIAL TOWER 8,9 & 10 OF HT. 140.05M, 4 STORIED BUILDING OF HT. 11.15M & 2 STORIED COMMERCIAL BUILDING OF HT. 10.3M. OF K.M.C. BUILDING RULE 2009, FOR THE BENGAL N.R.I. HOUSING COMPLEX LTD. AT 783, ANANDAPUR, WARD NO. 108, BOROUGH:-12, KOLKATA - 700107, P.S.:-ANANDAPUR PREVIOUS B.P. NO. 2021120148 DATED 27.07.2021.</p> <p>PREVIOUS BUILDING PERMIT NO : 2010120034 DATED 09.04.2010 AND 2010120076 DATED 24.04.2010 AND 2014120004 DATED 05.04.2014 AND 2014120334 DATED 30.12.2014 AND 2016120030 DATED 23.05.2016 AND 2017120042 DATED 30.06.17 AND 2018120039 DATED 07.06.2018 AND 2018120222 DATED 14.11.2018 AND 2018120305 DATED 07.03.2019 AND 2020120111 DATED 04.09.2020 AND 2021120148 DATED 27.07.2021 AND 2021120319 DATED 29.12.2021.</p> <p>Drawing Title: MASTER PLAN AND LOCATION PLAN</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Designed: aCTa</td> <td>Drawn: mm</td> <td>Checked: sc</td> <td>Approved: skb</td> <td>Project No: 01</td> </tr> </table> <p>Drawing No: SKB/BNRI/PH-2/KMC R26/AR/MP Sheet size & Scale: A0, 1:1000</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Drawing Status</td> <td>Sheet No.</td> <td>Rev.</td> <td>Date</td> </tr> <tr> <td>Drawing For Rule 26</td> <td>1 OF 17</td> <td>00</td> <td>02.02.2021</td> </tr> </table>	Designed: aCTa	Drawn: mm	Checked: sc	Approved: skb	Project No: 01	Drawing Status	Sheet No.	Rev.	Date	Drawing For Rule 26	1 OF 17	00	02.02.2021	<p>Under Building Permit No. 2021120148 dated 29.12.2021 KMC had sanctioned Plan for Tower 8, 9, 10 (G=42), 4 storied MLCP and 2 storied Commercial Building</p> <p>Subsequently, BNRI submitted revised plan u/s Rule 26 (2a) and (2b) of KMC Building Rules 2009 that was approved by KMC.</p>
Designed: aCTa	Drawn: mm	Checked: sc	Approved: skb	Project No: 01											
Drawing Status	Sheet No.	Rev.	Date												
Drawing For Rule 26	1 OF 17	00	02.02.2021												

Urbana Association of Apartment Owners



On 21 May, 2025, Mr D Nandi, Sr VP, BNRI sent a letter to UAAO President in response to his mail dated 13.05.2025.

In context to Commercial Block, he wrote:

2nd para:

Regarding Commercial Block, the arrangements/plans are yet to be finalized and presently same **kept excluded from our Project execution scope**

Last para:

As regards **Commercial Block, the same has been presently excluded from execution's scope**; also to confirm that the **Commercial Block is not part of common areas and does not form the infrastructure of Urbana.**

Facts:

Alongwith Tower 8-10, MLCP, the Commercial Building was also approved vide Building Permit in July'21 and subsequently revised plan under Tule 26 in mid 2022, as transpires from the Building Plan screen shots shared.

After 3-4 years from sanction in 2021 and 2022, in the month of May, 2025, BNRI official states '*plans are yet to be finalized*'.


In my mail sent to UAAO President on 8.10. 2025 with caption '*Development and Monetising Commercial Block by BNRI*', I had shared photos as evidence of ongoing work at site for Commercial Block. Subsequently in my mail of 12/3/2026, I had

Urbana Association of Apartment Owners

shared photos of completion of commercial Building structure.

There is huge anomaly and inconsistencies between the BNRI official statement and facts at ground – difficult to accept.

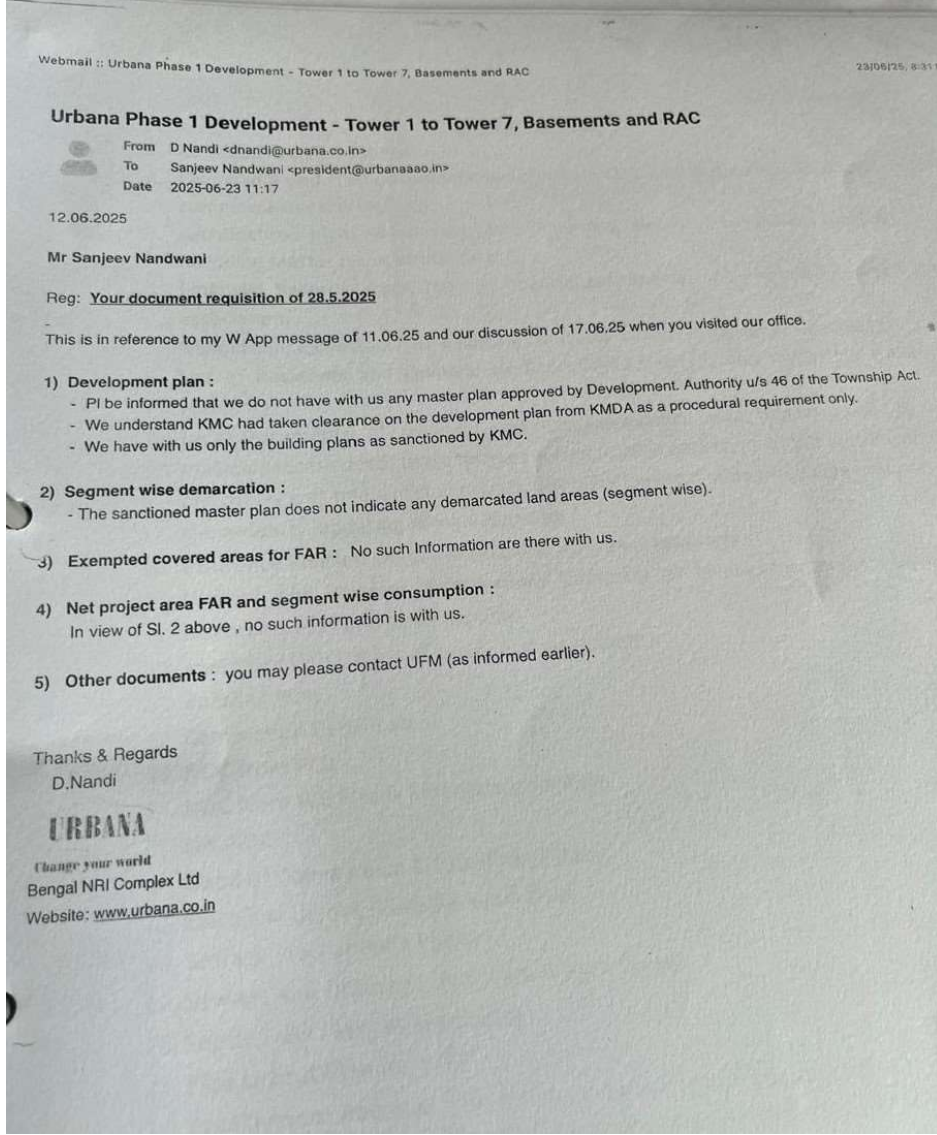
II. Development Authority

 <p style="text-align: center;">Kolkata Metropolitan Development Authority</p> <p style="text-align: center;">Statutory Planning Unit, KMDA Unnayan Bhavan, 4th floor, Salt Lake, Kolkata – 700 091</p> <p style="text-align: right;">Date: 19.08.2025</p> <p>No. 114 /KMDA/SPU/I-3/2023</p> <p>From: Director, S.P. Unit, KMDA</p> <p>To: State Public Information Officer, KMDA</p> <p>Sub: Information sought under RTI Act, 2005 Ref: No.515 (2)/KMDA/RTI/1/2006 (IR-13382) dated 14.08.2025 <u>[RTI Case No: 21935]</u></p> <p>Sir, With reference to the above subject, this is for your kind information that:</p> <p>As per Notification No.98/CMDA/Sectt./I-7/82(pt) dated 06.04.1985 and 1111/CMDA/Sectt./1-98/85(pt) dated 06.11.86 (copy enclosed), in exercise of the power conferred u/s 134 of WB T&C(P&D)Act, 1979, KMDA has delegated its power u/s 46 of WB T&C(P&D)Act, 1979 to the Local Authorities with their respective jurisdiction.</p> <p>In reference to the information sought under point (a) and (b) with respect to URBANA Township at Anandapur, Kolkata 700107, there is no official record available with KMDA.</p> <p>Thanking you,</p> <p>Encl: As stated above</p> <p style="text-align: right;">Yours faithfully, Koddar Director 19/08/2025 S.P. Unit, KMDA</p>	<p>In response to a RTI query, on 19.08.2025 KMDA responded:</p> <p>As per Notification dated 06.04.1985 and 06.11.2976, KMDA in exercise of the power conferred u/s 134 of West Bengal Township (Planning & Development) Act, 1979 has delegated its power u/s 46 of the West Bengal Township (Planning & Development) Act, 1979 to the Local Authorities with their respective jurisdiction.</p> <p>Also confirmed that with respect to Urbana Township at Anandapur, Kolkata 700107, there is no official record available with KMDA.</p> <p>Hence, from this memo, it's apparent that KMDA was no more the Development Authority as per West Bengal Township (Planning & Development) Act, 1979 since the power was delegated to the local authority, i.e, KMC.</p>
---	--

Urbana Association of Apartment Owners

	<p>In this context, attention is drawn to Mr Nandi's mail dated 23/6/2025 (appended below) where he wrote 'We understand KMC had taken clearance on the development plan from KMDA as a procedural requirement only.</p> <p>As per KMDA's memo dated 19.08.2025, by Order dated 06.04.2985 and 06.11.1986, KMDA had delegated its power to KMC some 40 years back, then how the question comes 'KMC had taken clearance on the development plan from KMDA as a procedural requirement'.</p> <p>Its grossly misleading since it's apparent that BNRI had not submitted any Development Plan with authorities.</p>
--	--

Urbana Association of Apartment Owners

 <p>Webmail :: Urbana Phase 1 Development - Tower 1 to Tower 7, Basements and RAC</p> <p style="text-align: right;">23/06/25, 8:31 PM</p> <p>Urbana Phase 1 Development - Tower 1 to Tower 7, Basements and RAC</p> <p>From: D Nandi <dnandi@urbana.co.in> To: Sanjeev Nandwani <president@urbanaaaao.in> Date: 2025-06-23 11:17</p> <p>12.06.2025</p> <p>Mr Sanjeev Nandwani</p> <p>Reg: Your document requisition of 28.5.2025</p> <p>This is in reference to my W App message of 11.06.25 and our discussion of 17.06.25 when you visited our office.</p> <p>1) Development plan :</p> <ul style="list-style-type: none"> - PI be informed that we do not have with us any master plan approved by Development Authority u/s 46 of the Township Act. - We understand KMC had taken clearance on the development plan from KMDA as a procedural requirement only. - We have with us only the building plans as sanctioned by KMC. <p>2) Segment wise demarcation :</p> <ul style="list-style-type: none"> - The sanctioned master plan does not indicate any demarcated land areas (segment wise). <p>3) Exempted covered areas for FAR : No such Information are there with us.</p> <p>4) Net project area FAR and segment wise consumption : In view of Sl. 2 above , no such information is with us.</p> <p>5) Other documents : you may please contact UFM (as informed earlier).</p> <p>Thanks & Regards D.Nandi</p> <p>URBANA Change your world Bengal NRI Complex Ltd Website: www.urbana.co.in</p>	<p>Mr Nandi's mail dated 23/6/2025, also conveyed:</p> <p>Development Plan:</p> <ul style="list-style-type: none"> - BNRI do not have any Master Plan approved by Development Authority u/s 46 of Township Act - We have with us only Building Plans as sanctioned by KMC <p>Segment wise demarcation:</p> <ul style="list-style-type: none"> - The sanctioned Plan does not indicate any demarcated land areas (segment wise) <p>It's clear that BNRI had submitted plans under KMC Building Rules 2009 which were approved by KMC, as listed under App-F.</p> <p>He confirmed that there is no master Plan approved by Development Authority u/s 46 of Township Act.</p> <p>Thus, no approval or sanction was obtained as per Township Act/Rules</p>
--	--

III. Basement Parking

The Parking at Basement I, II and Mezzanine under Phase I should be exclusively part of Phase I, as majority of parking spaces have already been assigned to allottees of Tower 1 to 7 under assignment deed - designated car parking space in Upper, Lower and mezzanine floor at Basement parking has been conveyed to the allottees with respective apartment.

Not sure about the motive, why BNRI is showing the Basement parking as 'shared common space' and kept outside the declaration in Form A to the competent authority for Urbana Apartment Owners Association and was suggesting to make it part of Federation while Bungalows plot allottees has nothing to do with basement parking and separate & dedicated parking (MLCP) constructed for Phase II (Tower 8 to 10).

Urbana Association of Apartment Owners

Possibly, there are some un-allotted parking space inventory at Basement with BNRI, for which BNRI sent a mail on 1st April'26 offering Parking space intimating price increase from next month

This is a serious issue and BNRI must make the Basement Parking (I, II and Mezzanine) as part of Phase I and allocate the area with UAAO which is the association of Apartment Owners of Tower 1 to 7.

	TOWER 5 (G+45) = 4561.65 SQM.
	TOWER 6 (G+45) = 4561.65 SQM.
	BASEMENT MEZZANINE = 4160.77 SQ.
	BASEMENT I = 1924.81 SQ.M.
	BASEMENT II = 2200.00 SQ.M.
	<u>TOTAL = 22,489.90 SQM.</u>
10. TOTAL COVERED AREA (SANCTIONED+PROPOSED):-	(3,29,946.51+22,489.90) SQM. = 3,52,436.41 SQM.
11. TOTAL EXAMPTED AREA :-	(1693.30+1725+1725+1725+1899.8+1899.8+1537.5) SQM. = 12205.4 SQM.
12. REQUIRED CAR PARKING :-	FOR TOWER 1 = 360 NOS. TOWER 2 = 358 NOS. TOWER 3 = 354 NOS. TOWER 4 = 272 NOS. TOWER 5 = 276 NOS. TOWER 6 = 276 NOS. TOWER 7 = 242 NOS. <u>TOTAL = 2138 NOS.</u>
13. PROVIDED CAR PARKING :-	BASEMENT I = 1172 NOS. (COVERED) BASEMENT II = 1168 NOS. (COVERED) BASEMENT MEZZANINE = 143 NOS. (COVERED) 106 NOS. (OPEN) <u>TOTAL = 2589 NOS.</u>
14. RELAXATION AREA FOR PARKING :-	(33,922.93 +33,163.158 + 4160.77) SQM. = 71,246.85 SQM.
15. EFFECTIVE FLOOR AREA :-	(3,52,436.41 - 71,246.85) SQM. = 2,81,189.56 SQM.
16. PROPOSED F. A. R. :-	$\frac{2,81,189.56}{2,62,760.20} = 1.07 < 2.50$
THE STRUCTURAL DESIGN & DRAWING OF BOTH FOUNDATION & SUPER-STRUCTURE OF THE BUILDING HAS BEEN MADE BY ME CONSIDERING ALL POSSIBLE LOADS INCLUDING THE SEISMIC LOAD AS PER THE NATIONAL BUILDING CODE OF INDIA &	

In the very first drawing/plan presented on 21/12/2009 for Tower 1 and 2, BNRI applied for covered parking in Basement.

In subsequent drawing dated 12/02/2014 for sanction of rest of the Towers (shown on left hand side), BNRI had computed Tower-wise Car parking totalling to 2138 for 7 Towers and submitted for approval of 2483 covered parking with KMC under Phase I, at Basement I, II and Mezzanine.

At this stage, there was proposal for Apartments only under Phase I in Towers 1 to 7 since there was no proposal for Phase II till then and the land area was marked as 'Space for Commercial Tower (future provision). Undoubtedly the covered parking at Basement I, II and Mezzanine was exclusively meant for Apartment Owners of Phase I, i.e, Tower 1 to 7.

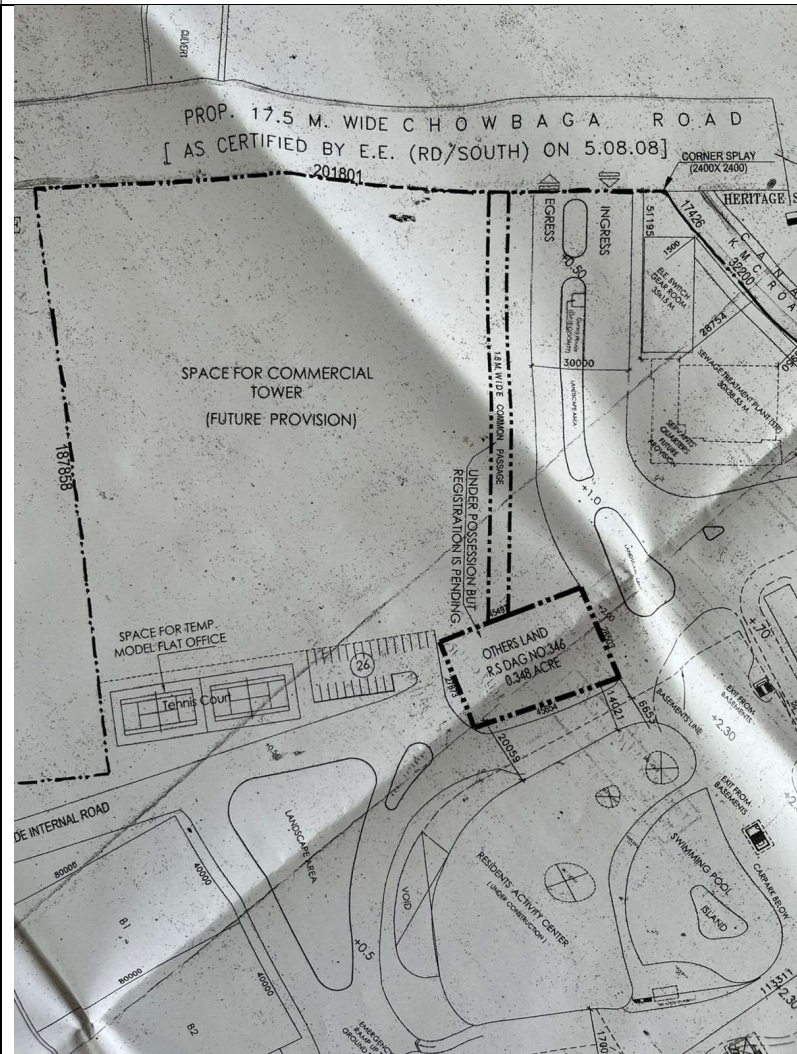
Later, when BNRI decided and submitted plan for Tower 8 to 10

Urbana Association of Apartment Owners

under Phase II, they also proposed an exclusive MLCP for the allottees of Tower 8 to 10 which has been marked as part of Phase II by BNRI in the drawing submitted with KMC for approval, duly approved by KMC.

In all the drawing submitted for Phase I (Towers 1-7, Basement Parking and RAC) till 2016, there was proposal for Apartments only under Phase I in Towers 1 to 7 since there was no proposal for any residential Towers under Phase II till then and the land area was marked as **'Space for Commercial Tower (future provision)'** as sown on left hand side.

In this plan, R.S Dag No 346 (Others land) with access road to the plot is also shown.



Urbana Association of Apartment Owners

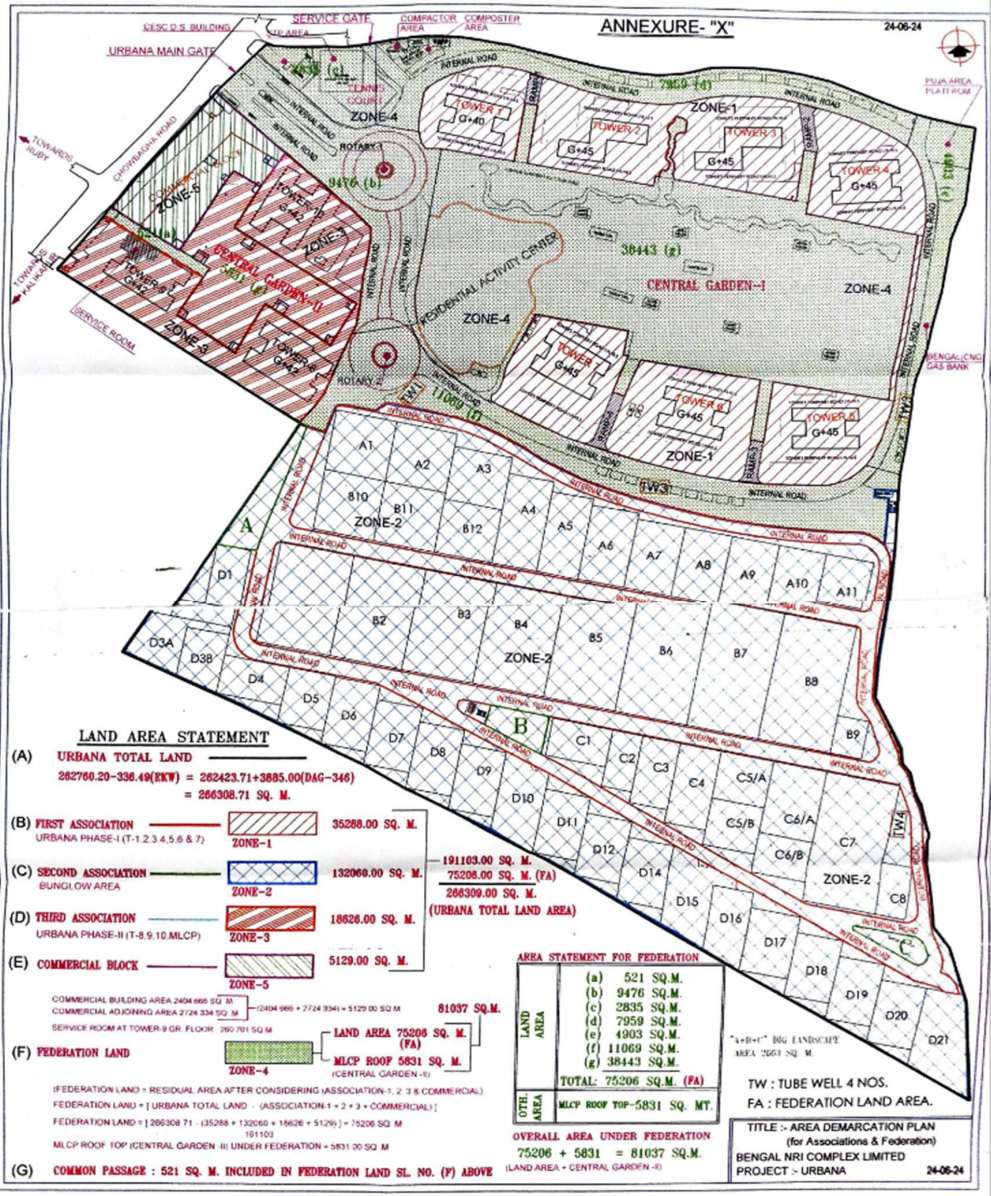
IV. Urbana Land Area

In second half of CY 2024, when discussions were ongoing for application of Federation, BNRI had shared the drawing showing Land Area of different 3 Associations and Federation, and showed land of Commercial block separately.

The Land Area Statement for Urbana summarises the Land Area declared (or to be declared) under Form A for the respective segment association:

Out of total land area of 262760.20 Sq Mtr (67.93 Acres) Urbana land, allocated to:

- **First Association** - Phase I (Tower 1 to 7): **UAAO** 35288 Sq Mtrs, i.e., **13.42% of Land** although the FAR for Phase I is close to 50%
- **Second Association** (Bungalow Area): **UVAAO** 132060 Sq Mtr, i.e., **50.26% of Land** though FAR is less than 25%
- **Third Association** - Phae II (Tower 8 to 10): 18626 Sq



Urbana Association of Apartment Owners

<p>Mtr. FAR for Phase II is close to 25%</p> <ul style="list-style-type: none"> - <i>Commercial Block</i>: 5129 Sq Mtr <p>Form A for UAAO and UVAAO already submitted by BNRI with Competent Authority and these 2 associations have been formed.</p> <p>Anomalies: Internal Road: In Bungalow area as well in Phase II, all internal roads included in the Association area while for First Association (UAAO), it has been excluded</p> <p>In Phase II, the Parking (MLCP) land has been included in the Association area while in Phase I, land for Basement Parking has been excluded from UAAO land area and included in Federation Area</p>	
--	--

Prima facie, the Allocation of Land area has been done by BNRI arbitrarily since neither any Development or Master Plan for Urbana Township under WB Township Rules been shared nor any plan approved by competent authorities indicating demarcated land areas (segment wise). Mr D. Nandi had confirmed both points in his mail sent to UAAO President on 23.06.2025.

06. UAAO Finance Committee Report

Report of the Finance Committee

Urbana Association of Apartment Owners (UAAO)

For the Term 2024 – 2026

The Finance Committee of the Urbana Association of Apartment Owners (UAAO) hereby presents its report for the period 2024–2026. During the tenure, the Committee remained actively engaged in safeguarding the financial interests of the Association, ensuring prudent financial management, maintaining expenditure discipline, and coordinating with various stakeholders for the long-term benefit of all apartment owners.

The Committee worked extensively on several important financial and operational matters relating to the takeover process, sharing of common expenses, infrastructure funding, and optimization of CAM (Common Area Maintenance) expenses. The major achievements and activities of the Committee are summarized below:

1. Finalisation of Sharing Ratio and Refund of Security Deposits

One of the most significant matters handled by the Finance Committee during the period was the prolonged negotiation and discussion with the Directors and management of Bengal NRI Complex Limited (BNRI) regarding:

- * Refund of maintenance security deposits and interest-free deposits; and
- * Finalisation of the sharing ratio of common expenses amongst the stakeholders.

The discussions were extensive and involved considerable deliberation, as the management of BNRI initially maintained a substantially different position on these issues. Despite the challenges, the Committee consistently pursued the matter with determination and financial clarity, keeping the interests of UAAO members at the forefront.

After continuous follow-up and detailed discussions, the Committee successfully achieved consensus on the sharing arrangement of common expenses in the following ratio:

- * 50% – UAAO

- * 25% – UVAAO (Bungalow Association)
- * 25% – Urbana Phase–II Tower Segment

This settlement brought much-needed clarity and long-term financial certainty in relation to the allocation of common area expenses.

Further, the Committee also succeeded in obtaining agreement from the BNRI management for:

- * Refund of the entire maintenance security deposit;
- * Refund of all interest-free deposits upon takeover; and
- * Transfer of the balance amount lying in the Corporation Deposit account to UAAO after a period of one year.

These outcomes are expected to substantially strengthen the financial position of the Association and reduce future financial uncertainties.

2. Contribution Towards Major Repairs and Renovation Works

The Committee identified several major infrastructure and maintenance-related works that were essential for preservation and improvement of the overall quality and condition of the complex. These included:

- * Painting of the entire building complex;
- * Renovation and improvement of lobbies;
- * Repairs and replacement of pipes and fittings; and
- * Repairs and restoration work in basement areas.

Detailed discussions and negotiations were held with BNRI in respect of financial participation towards these essential works. The Committee successfully got agreed BNRI to contribute a sum of Rs. 11.50 Crores (including GST) to UAAO at the time of handover towards the aforesaid works.

This achievement represents a major financial benefit for the Association and significantly reduces the future financial burden on apartment owners.

3. Effective Control and Optimisation of CAM Expenses

A key objective of the Finance Committee during the tenure was to maintain high-quality maintenance services while simultaneously ensuring strict control over CAM expenses.

The Committee continuously monitored expenditures, reviewed cost structures, and implemented financial discipline across all operational areas. As a result, the CAM expenses were successfully maintained at approximately Rs. 2.95 per square foot per month, which the Committee believes to be highly reasonable and economical considering the scale and quality of maintenance services being provided within the Urbana complex.

Further, the Finance Committee remained vigilant in scrutinising and approving all bills and expenditure proposals relating to tower operations and maintenance, including both goods and services, on a regular basis. The Committee ensured that all payments processed by UFM were subjected to appropriate financial review and verification before approval, thereby establishing an effective system of expenditure control and accountability.

Importantly, this figure was achieved even after accounting for significant expenditures aggregating approximately Rs. 53 Lakhs incurred towards:

- * Gas pipeline renovation works; and
- * PRV valves and allied infrastructure.

These expenditures were capital in nature and essential for long-term operational safety and efficiency.

The Committee considers this achievement a reflection of efficient financial planning, strict supervision, and effective cost management.

4. Allocation of Capital Expenditure Through CAM Account

The Finance Committee also engaged with UFM regarding allocation and accounting treatment of major infrastructure expenditures.

After detailed discussions, continuous follow-up, and sustained persuasion by UAAO, UFM agreed to incur and account for the following expenditures through the CAM account:

- * Approximately Rs. 38 Lakhs towards Gas Pipeline Renovation Works; and
- * Approximately Rs. 15 Lakhs towards PRV valves and related works.

These expenditures were capital in nature and were necessary for maintaining the operational integrity and safety standards of the complex infrastructure.

In anticipation of the proposed gas pipeline renovation works, an amount aggregating Rs. 61.35 Lakhs had been collected from apartment owners. However, since the said expenditure is now being incurred by UFM, the Committee has proposed that the amount collected from apartment owners be adjusted against future dues payable to UAAO, either towards:

- * Sinking Fund contributions; or
- * CAM (Common Area Maintenance) charges.

The Committee believes that this arrangement has substantially protected the financial interests of apartment owners and avoided additional financial burden on residents.

The Committee also ensured that proper financial treatment, documentation, and monitoring mechanisms were followed in relation to these expenditures.

5. Strengthening Financial Governance and Internal Control

During the tenure, the Finance Committee regularly convened meetings for review and supervision of accounts, expenditures, budgeting, and financial processes.

Specific responsibilities and monitoring functions were distributed amongst Committee members to ensure:

- * Better financial oversight;
- * Timely scrutiny of expenditure proposals;
- * Proper accounting processes;
- * Improved internal financial discipline; and
- * Effective cost control mechanisms.

As a result of these collective efforts, substantial improvements were achieved in the areas of:

- * Expenditure approval systems;
- * Accounting discipline;
- * Cost monitoring; and
- * Financial transparency.

The Committee believes that these systems and controls played a significant role in maintaining CAM expenses within economical and justified levels while ensuring uninterrupted quality maintenance services for residents.

6. Coordination with Other Committees

The Finance Committee maintained close coordination and constructive working relationships with all other Committees of UAAO in matters involving financial implications and budgetary considerations.

Such coordination helped in:

- * Faster decision-making;
- * Better implementation of projects and maintenance activities;
- * Financial planning of operational requirements; and
- * Ensuring that all committees functioned within the broader financial framework and objectives of the Association.

The Committee records its appreciation for the cooperation and support extended by all Committees and members during the tenure.

Conclusion

The Finance Committee remains committed to protecting the financial interests of apartment owners and ensuring transparent, disciplined, and efficient financial management of the Association.

Despite several operational and negotiation-related challenges, the Committee was able to achieve substantial financial benefits for UAAO through persistent efforts, detailed scrutiny, and coordinated action.

The Committee places on record its sincere appreciation for the support and cooperation received from the Managing Committee, various sub-committees, residents, and all stakeholders during the tenure 2024–2026.

07. UAAO FY - 23-24 Audited Account

JINDAL PANKAJ & CO
Chartered Accountants

Regd Off: Marshall House, 33/1, NS Road
5h Floor, Room no-514, Kolkata-700001
Email id: pankajjindalfca@gmail.com



INDEPENDENT AUDITOR'S REPORT

To
The Members of
Urbana Association of Apartment Owners'
783, Anandapur
Kolkata – 700 107

Report on the Financial Statements

We have audited the accompanying financial statements of **Urbana Association of Apartment Owners** which comprises of Balance sheet as at 31st March, 2025 and the Income and Expenditure for the period from 10th September, 2023 to 31st March, 2025.

Management's Responsibility

The Board of Managers/Managing Committee is responsible for maintenance of proper books of account, safeguarding of assets of the Association and preparation of the financial statements giving a true and fair view of the affairs of the Association in accordance with generally accepted accounting principles and the provisions of the West Bengal Apartment Ownership Act, 1972 and Bye-laws framed thereunder.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with generally accepted auditing standards in India. Such audit includes examination on a test basis of evidence supporting the amounts and disclosures in the accounts.

Opinion

In our opinion and to the best of our information and according to the explanations given to us:

1. Proper books of account have been maintained by the Association.



JINDAL PANKAJ & CO
Chartered Accountants

Regd Off: Marshall House, 33/1, NS Road
5h Floor, Room no-514, Kolkata-700001
Email id: pankajjindalfca@gmail.com



2. The Balance Sheet and Income & Expenditure Account are in agreement with the books of account.

3. Subject to the notes annexed, the accounts give a true and fair view:

- * of the state of affairs of the Association as at 31st March, 2025 and
- * of the **deficit** for the period ended on that date.

For Jindal Pankaj & Co.

Chartered Accountants

FRN : 0332877E

A handwritten signature in black ink, appearing to read 'Pankaj'.

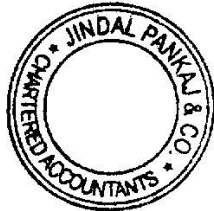
(Pankaj Jindal)

Proprietor

Membership No.: 302176

Date : 16.03.2026

UDIN : 26302176VGEEDQ9140



URBANA ASSOCIATION OF APARTMENT OWNERS

NOTES FORMING PART OF FINANCIAL STATEMENTS AS AT/FOR THE PERIOD
ENDED 31ST MARCH, 2025

NOTES ON ACCOUNTS :

1. The Association was incorporated on 10th September, 2023. The accounts have been prepared from the period from 10/09/2023 to 31/03/2025.
2. This is the first accounting period hence there are no corresponding figures for previous year.
3. The association has not taken over the handover of the maintenance of the complex,, hence there was no major business activity during the period.

For Jindal Pankaj & Co.

Chartered Accountants

FRN : 0332877E



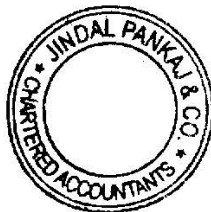
(Pankaj Jindal)

Proprietor

Membership No.: 302176

Date : 16.03.2026

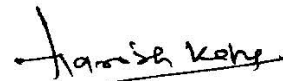
UDIN : 26302176VGEEEDQ9140



President



Secretary



Treasurer

URBANA ASSOCIATION OF APARTMENT OWNERS
783, ANANDAPUR, P.O. - MADURDAH
KOLKATA - 700 107

Income & Expenditure Account for the period
from 10th September, 2023 to 31st March, 2025

EXPENDITURE	AMOUNT	INCOME	AMOUNT
To Bank Charges	866	By Reimbursement of Electricity Charges	500,000
To Electricity Charges	500,000		
To Miscellaneous Expenses	4,622	" Excess of Expenditure over Income	7,588
To Audit Fees	2,100	Transferred to Capital A/c	
	507,588		507,588

Balance Sheet as at 31st March, 2025

LIABILITIES	AMOUNT	AMOUNT	ASSETS	AMOUNT	AMOUNT
CORPUS FUND :					
Balance B/f	-		SUNDRY DEBTORS :		
Less : Deficit for the year	7,588	(7,588)	Urbana Cultural and Sports Forum		590,000
CURRENT LIABILITIES :			CASH & BANK BALANCES :		
Urbana Facility Maintenance (P) Ltd.		590,000	Bank of Maharashtra		45,512
Urbana Welfare Association		51,000			
Pankaj Jindal & Co.		2,100			
		635,512			635,512

For Jindal Pankaj & Co.
 Chartered Accountants
 Firm Registration No. 332877E

Pankaj Jindal
 (Pankaj Jindal)
 Proprietor



Membership No. 302176

DATED : 16.03.2026

UDIN : 26302176VGEEDQ9140

Chandran

PRESIDENT

Kishor Anand Kalyan

SECRETARY TREASURER

08. UAAO FY - 25-26 Audited Account

JINDAL PANKAJ & CO
Chartered Accountants

Regd Off: Marshall House, 33/1, NS Road
5h Floor, Room no-514, Kolkata-700001
Email id: pankajjindal@ca@gmail.com



INDEPENDENT AUDITOR'S REPORT

To
The Members of
Urbana Association of Apartment Owners'
783, Anandapur
Kolkata – 700 107

Report on the Financial Statements

We have audited the accompanying financial statements of **Urbana Association of Apartment Owners** which comprises of Balance sheet as at 31st March, 2026 and the Income and Expenditure for the year ended 31st March, 2026.

Management's Responsibility

The Board of Managers/Managing Committee is responsible for maintenance of proper books of account, safeguarding of assets of the Association and preparation of the financial statements giving a true and fair view of the affairs of the Association in accordance with generally accepted accounting principles and the provisions of the West Bengal Apartment Ownership Act, 1972 and Bye-laws framed thereunder.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with generally accepted auditing standards in India. Such audit includes examination on a test basis of evidence supporting the amounts and disclosures in the accounts.

Opinion

In our opinion and to the best of our information and according to the explanations given to us:

1. Proper books of account have been maintained by the Association.



JINDAL PANKAJ & CO
Chartered Accountants

Regd Off: Marshall House, 33/1, NS Road
5h Floor, Room no-514, Kolkata-700001
Email id: pankajjindalfca@gmail.com



-
2. The Balance Sheet and Income & Expenditure Account are in agreement with the books of account.
3. Subject to the notes annexed, the accounts give a true and fair view:
- * of the state of affairs of the Association as at 31st March, 2026 and
 - * of the **deficit** for the period ended on that date.

For Jindal Pankaj & Co.

Chartered Accountants

FRN : 332877E



(Pankaj Jindal)

Proprietor

Membership No.: 302176

Date : 14.05.2026

UDIN : 26302176TKNCWP1991

URBANA ASSOCIATION OF APARTMENT OWNERS

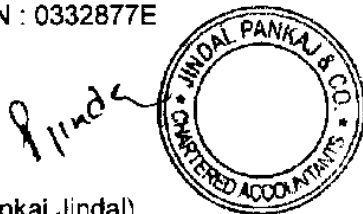
NOTES FORMING PART OF FINANCIAL STATEMENTS AS AT/FOR THE YEAR ENDED
31ST MARCH, 2026

1. The association has not taken over the maintenance of the complex. Hence there was no major activity during the year.
2. During the year a sum of Rs. 61,35,408/- was collected from the owners, which is to be either refunded or to be adjusted against future demand of sinking fund or maintenance bills. The said amount has been shown as receipts from flat owners under current liabilities head. During the year a sum of Rs. 2,40,000/- for consultancy and Rs. 69,700/- for project management has been expended for gas pipeline renovation work. The said amount has been shown as expenditure in the statement of accounts.
3. There was no income except interest on Fixed Deposits. The net deficit being Rs. 3,71,383/- for the year has been transferred to Corpus Fund.

For Jindal Pankaj & Co.

Chartered Accountants

FRN : 0332877E



(Pankaj Jindal)

Proprietor

Membership No.: 302176

Date : 14.05,2026

UDIN : 26302176TKNCWP1991

Sanjiv

President

Kishor

Secretary

Harpreet Kaur

Treasurer

URBANA ASSOCIATION OF APARTMENT OWNERS
783, ANANDAPUR, P.O. - MADURDAH
KOLKATA - 700 107
Income & Expenditure Account for the year ended 31st March, 2026

EXPENDITURE	AMOUNT	INCOME	AMOUNT
To Audit Fees	2,100	By Interest on Fixed Deposits	56,797
To Bank Charges	666		
To Consultancy Charges	240,000		
To Depreciation	15,558		
To Dog Sterilisation Expenses	13,365		
To Legal Expenses	72,500		
To Miscellaneous Expenses	8,541		
To Professional Charges	5,750	" Excess of Expenditure over Income	371,383
To Project Management Charges	69,700	Transferred to Capital A/c	
	428,180		428,180

Balance Sheet as at 31st March, 2026

LIABILITIES	AMOUNT	AMOUNT	ASSETS	AMOUNT	AMOUNT
CORPUS FUND :			FIXED ASSETS :		
Balance B/f	(7,588)		Computer & Accessories	38,894	
Less : Deficit for the year	371,383	(378,971)	Less : Depreciation	15,558	23,336
CURRENT LIABILITIES :			CASH & BANK BALANCES :		
Receipts from Flat Owners		6,135,408	Bank of Maharashtra		2,213,657
DUTIES & TAXES :			Fixed Deposit (BOM)		2,500,000
TDS Payable U/s 194C @1%		697	Accrued Interest on Fixed Deposits		56,797
TDS Payable U/s 194J @10%		7,250	CURRENT ASSETS, LOANS & ADVANCES :		
GST (RC) Payable		13,050	GST Input		64,741
SUNDRY CREDITORS :			Beri Indane	500,000	
CPK Legal		65,250	Pie Line Enterprises	495,000	995,000
Shukla Das		6,647			
Pankaj Jindal & Co.		4,200			
		5,853,531			5,853,531

For Jindal Pankaj & Co.
Chartered Accountants
Firm Registration No. 332877E

Pankaj
(Pankaj Jindal)
Proprietor



Membership No. 302176

DATED : 14.05.2026

UDIN : 26302176TKNCWP1991

Sayilhand
PRESIDENT

Kishor
SECRETARY TREASURER

09. UAAO Landscaping Committee Report

Landscaping@Urbana: 2024-26

The moment you enter through the massive Gates of Urbana - a cool breeze sweeps, your heart fills with joy at the sight of beautiful greenery all around extending a hearty welcome.

Neatly mowed Lawns and trimmed Hedges

As you take right turn from the fountain, **neatly mowed lawn** greets you



When you take left turn, **trimmed hedges** please you



Green Urbana

About a year back, the Landscaping team undertook a special initiative to make **Urbana Greener** with objective to provide ‘Green Cover’ everywhere.

East Avenue

- Street from Tower 4 to Tower 5

The area adjacent to Puja Mandap had exposed bare soil, looking ugly and turning muddy during monsoon. At substantial investment, it was fully covered with special **Blade Grass** carpet from the edge of Puja Mandap platform to give a sooth look. Upon execution, It was giving such a fresh eye pleasing look as can be seen at:

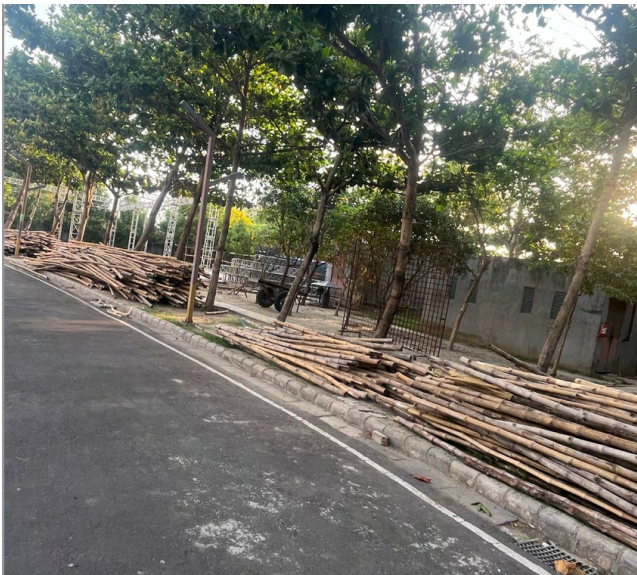
https://urbanaaao.in/ptadmin/assets/images/media/services/595597978_Green_Urbana_Apr25.pdf

The Landscaping team had sincerely advised the ‘Puja Committee’ to avoid the ‘Green Covered’ area. However, heavy decorator materials (e.g., Truss, Bamboos etc) are dumped at this area; further Food Stalls erected on the grass (from the concrete platform upto Bengal Gas Station) and the entire grass cover were completely damaged, exposing bare soil again.

Thereafter, the Puja Committee suggested not to provide green cover again, as decorator materials will be dumped here, also stalls will be erected every year - they offered to cover the entire area (with exposed soil) with masonry work to give a smooth look. Landscaping team has been advised to exclude this area from their scope and Puja team is expected to carry out the masonry work on the bald area, as assured.

Likewise, the area near Gas Bank for Tower 5 has been kept outside scope of Landscaping as decorator materials are dumped here prior and after every event at the ‘Central Lawn’ and no greenery can sustain under the load of such heavy materials.

Landscaping team not paying attention to following areas anymore



From Puja Mandap upto Bengal Gas station



From the new Pump House upto Tower 5 Gas Station

Island opposite to Club

Large trees exist here to provide shadow, thus direct sunlight does not reach the ground, so normal grass cannot survive on the surface. Special ‘Blade Grass’ were laid here that was giving excellent green cover as can be seen at https://urbanaaao.in/ptadmin/assets/images/media/services/595597978_Green_Urbana_Apr25.pdf

Landscaping team not paying attention to following areas

At end of Feb’25, BNRI made a presentation for renovation of multiple facets of Urbana, including:

- Landscaping from **Main Gate to Fountain** (including slope of Tennis Court)
- **Island opposite to the Club** where car parking has been proposed

Therefore, Landscaping team is not investing resources on improving these areas.

Spot Light Areas

Besides the regular maintenance, the team is specially focusing on 2 specific areas to make it delightful for the Urbanites in the coming days - making long term planning & investment to fructify.

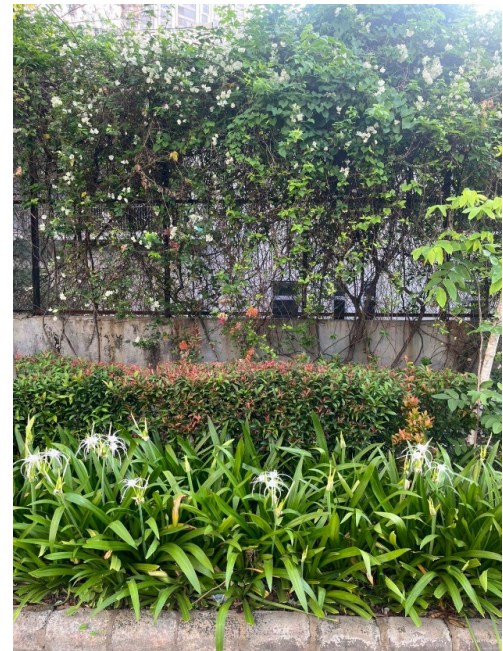
The focus areas are:

- Club Circle
- East Avenue

The Club Circle

It’s the **Junction Point**: when one exits from the new Towers or the Bungalow area, or going towards/coming from Tower 7-6-5, the view is unmissable.

The round Net has been covered with creepers and to provide green look.



Bougainvillea's of various colors around the net makes it truly vibrant and covers the net.

Many additional Bougainvillea planted this year to make it dense in coming years to provide attractive view.



Hedges:

Lily and Ficus at base, Syzygium at mid row and Bougainvillea, creepers at back provides a multi-layered view



10 (Ten) **Golden Shower** trees planted along the round - expected to bloom in ensuing spring.

Image of 'Golden Shower' shown just for reference purpose here to get a feel how it would look upon blooming.



Reference Image



View from the backside (Tower 7 side) was looking bald with exposed net.

Now, many more Bougainvillea plants of diverse colors planted on the backside, also flower plants to give a perfect view when one approaches from Tower 6-7 side - expected to grow in about a year's time.

By next year, when all plants will grow fully, the entire **Club Circle** would look beautiful from all sides.

East Avenue

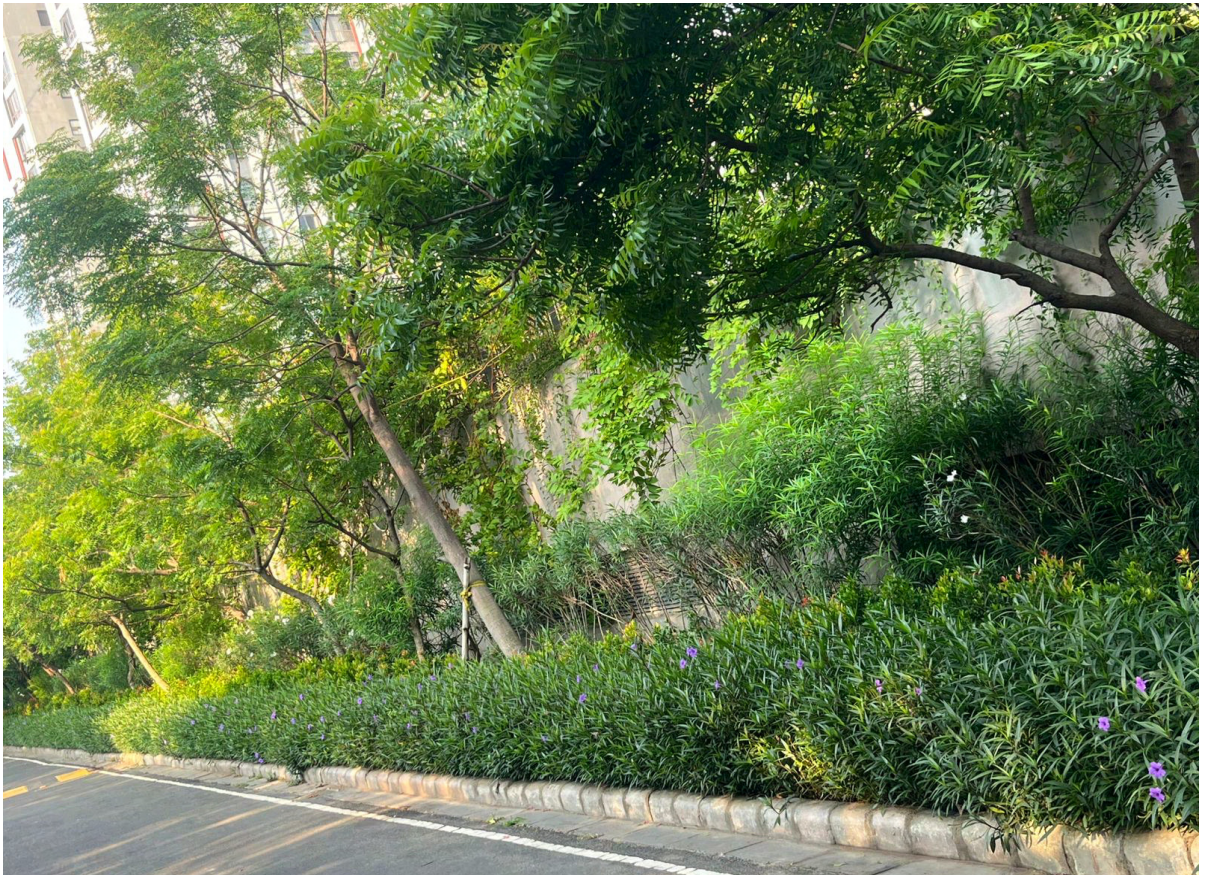
The street from Tower 4 to 5 where uninterrupted breeze flows from North to South - many Urbanites call it's the *coolest* place of Urbana - not just temperature is down by a or two degrees here because of cool breeze, but it's cool on many more facets.

Morning and Evening Walkers love the place; many fondly calls it '**Victoria Street**' (Guess why?)

It's the most beautiful view when one cross Tower 4 and walk towards Tower 5 or vice versa as it's the longest street, absolutely on straight line.

The Western Flank:

Tall **Neem** trees in a row give much sought-after *fresh oxygen* to lungs as one walk.

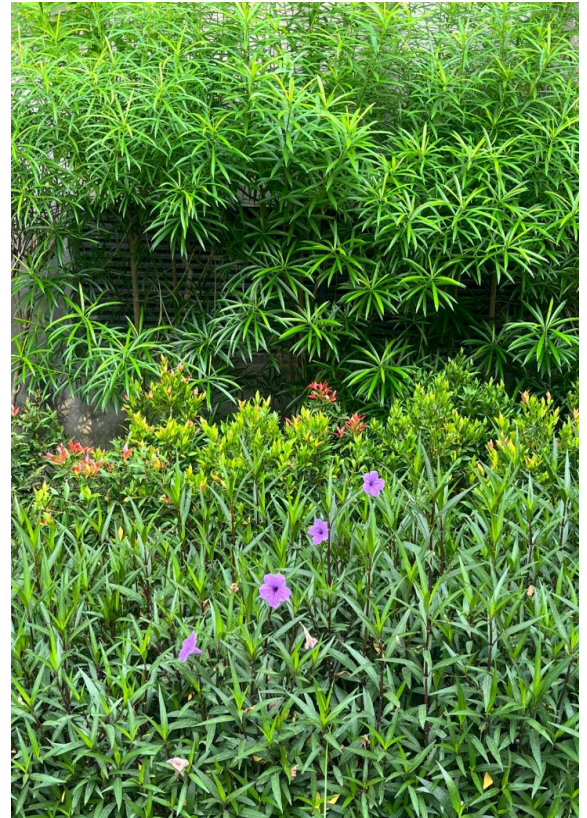


The three-layered hedges at baseline provides an eye soothing view

Rulia at base line.

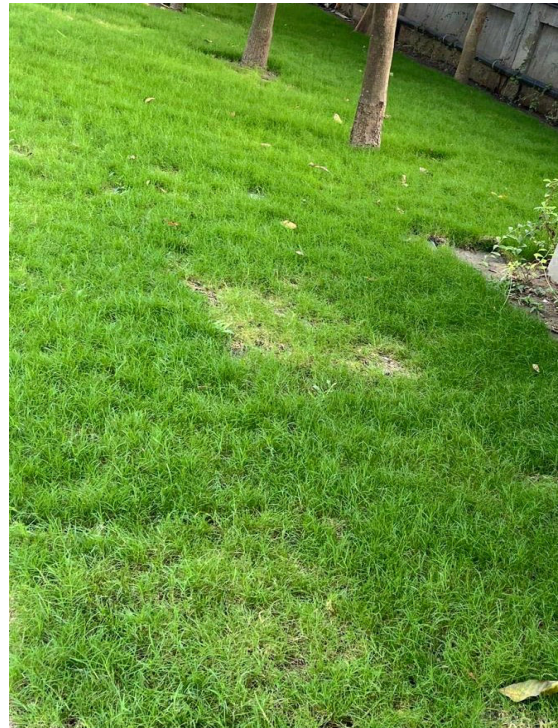
Syzygium at mid row and

Karabi at last row



In the gaps between the Neem trees, **Madhumalti** creepers hanging from the railing peeps down. Even a partial view of red-white flower is truly refreshing, the mild *Madhumalti* fragrance injects ‘romance in the air’.

The Eastern Flank:



In the area between Bengal Gas station and the new Pump House **soft green grass** has been planted to give **lush green** cover

To make the Street to feel like passing through a **Green Tunnel**, multiple steps have been initiated - results expected within next six to twelve months.



Green Grass laid from Market Area to New Pump House on Eastern flank of the Street



The railing is fully covered with Madhmalti creepers. The bhanunia creepers will make the entire wall Green fully.

Bhanunia creepers planted on the railing edge to fall over the Basement parking wall to provide a green cover on the grey colored wall - expected to fully cover within next 12 months,



On the east Boundary wall, green nets have been fixed. *Bhanunia* creepers rising holding the net to cover the wall (Image on left shared for reference), how ultimately the wall might look like turning completely Green



By next season, walls on both side (east and west) expected to turn perfect **Green**; along with the green carpet on east flank, multi-layered plantation on west flank coupled with Neem trees and Madhumalti hanging from railings. It will be most cherished street of Urbana.

Next spring when Madhabilata will be in full bloom, in the dim light, holding Partners' hand, stroll through the *Green Tunnel* along *Victoria Street*, and sing in chorus:

আমার হাত ধরে তুমি
নিয়ে চলো সখা
আমি যে পথ চিনি না

Or

चलते चलते, मेरे ये गीत याद रखना
कभी अलविदा ना कहना
कभी अलविदा ना कहना
रोते हँसते, बस यूँही तुम
गुनगुनाते रहना
कभी अलविदा ..

If you really love Madhailata (Madhumalti), here is the hidden 'Treasure'.



On the Central Lawn railing facing east side - continuous creepers of **Madhailata (Madhumalti)** running hundreds of meters over the railing, gives the feeling of 'Flower Valley'.

Next March/April, don't miss to take a stroll along the eastern railing at Central lawn to enjoy the beauty of MadhuMalti overflowing across the entire railing.

If you are *Sandhya Mukhopadhyaya* fan, possibly you will be singing

মধু মালতী ডাকে আয়
ফুল ও ফাগুনের এ খেলায়-
মধু মালতী ডাকে আয়
ফুল ও ফাগুনের এ খেলায়।
যুথী কামিনী কত কথা
গোপনে বলে মলয় আয়
মধু মালতী ডাকে আয়॥

Hold on, there more surprises for you..

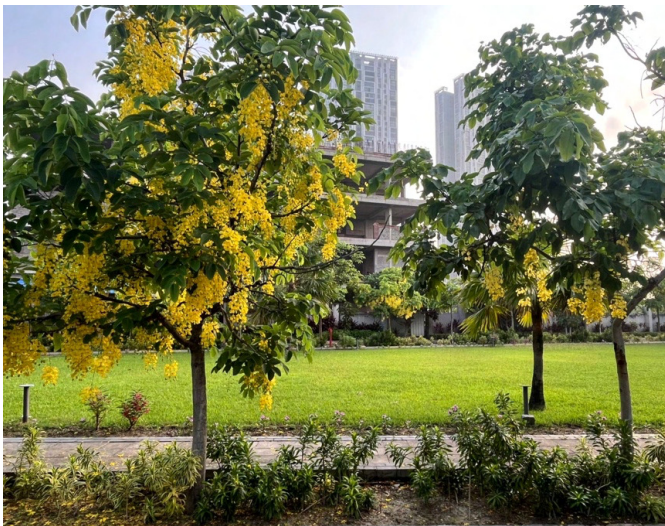
You must have been to the famous *Golden Temple* at Amritsar, at Urbana, there is equally attractive **Golden Street** – yes you heard it right !!

Golden Showers

The glowing *Golden* colored trees in a row form such a magnificent view that for a moment you might forget that you are at Urbana.



'A' Avenue (opp. to Tower 5 to 6) is the **Golden Street** of Urbana where dozens of 'Golden Shower' trees are lined in a row along the street. Stand there for few minutes waiting for a breeze to shower golden petals on you like God's blessings. Now, do you really need to go anywhere else to truly enjoy flower?



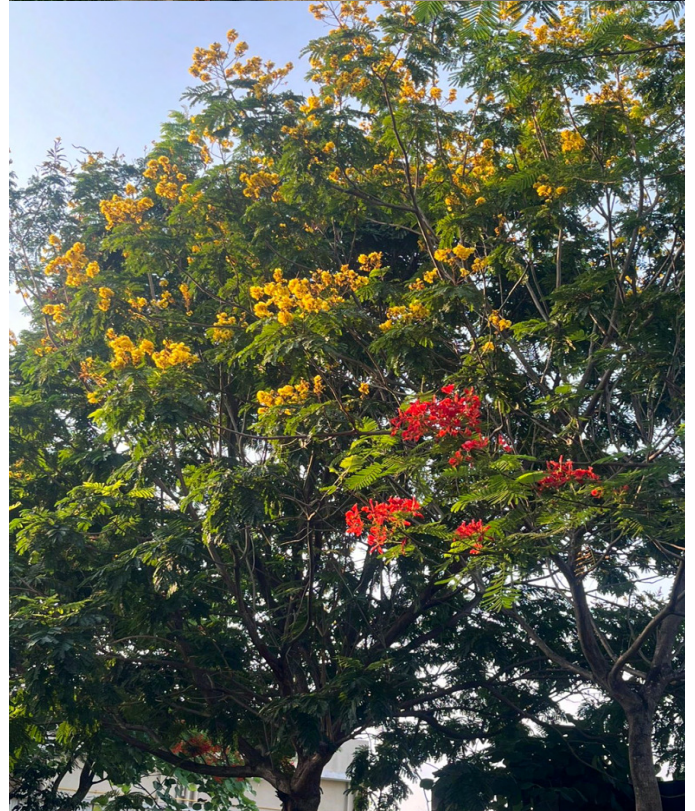
'Golden Shower' plants lined on both sides of the Park at 'Y' junction of **'C'** and **'D'** Avenue in large numbers

Many more Golden Shower trees in C and D Avenue too.

There was not a single Golden Shower tree on the Tower periphery road, so in 2025 ten 'Golden Shower' trees planted on outskirts of Club circle (expected to glow in Spring, 2027)

Radhachura trees lined on the Southern flank across entire at **'B' Avenue** (from East to West), giving a magnificent view with bright yellow petals laying *Golden Carpet* along the entire street.

Did you notice the **Radha-Krishna leela**?



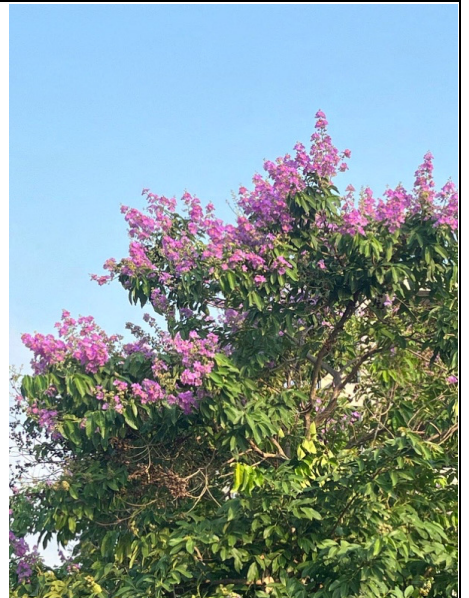
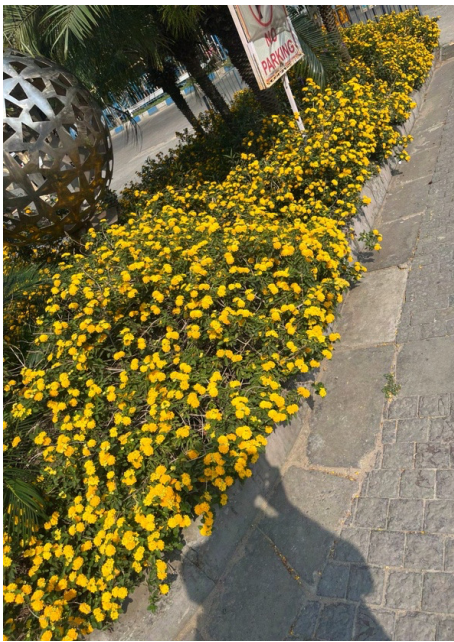
Radha encircled by her *Sakhis* gleefully playing '*ankh-micholi*'

Where **Radha** is playing with *Sakhis* – can **Krishna** be far behind? Enters *chupkey- chupkey* for *Raas-leela*

There are many varieties of perennial flower plants at different locations - majorly in Bungalow area and few on the Southern Avenue (road opposite to Tower 5 and 6):

Unfortunately, there is not a single perennial flower plant on the Eastern Avenue (opp. to Tower 1 to 4), primarily due to lack of direct sunlight.

Here are few clicks of diverse flowers@ Urbana





Flower lovers, explore yourself at every nook & corner of Urbana, there are many surprises for you

Seasonal Flower:

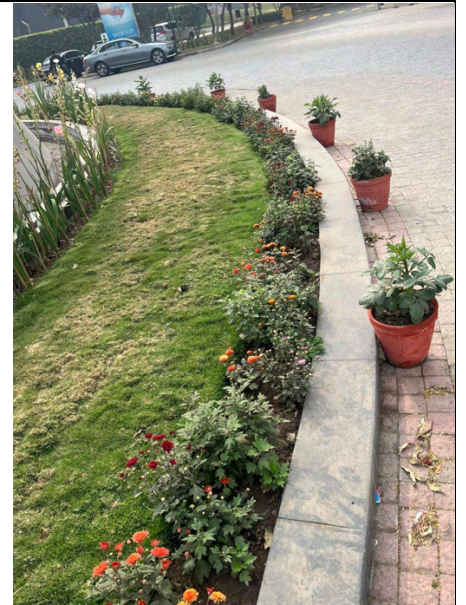
In (a) Winter and (b) Summer-monsoon, seasonal flowers are planted to give a flower fresh look to Urbana.

Here is a link for **Winter 2024-25** plantation:

https://urbanaaao.in/ptadmin/assets/images/media/services/733290641_Horticulture_NYE25.pdf

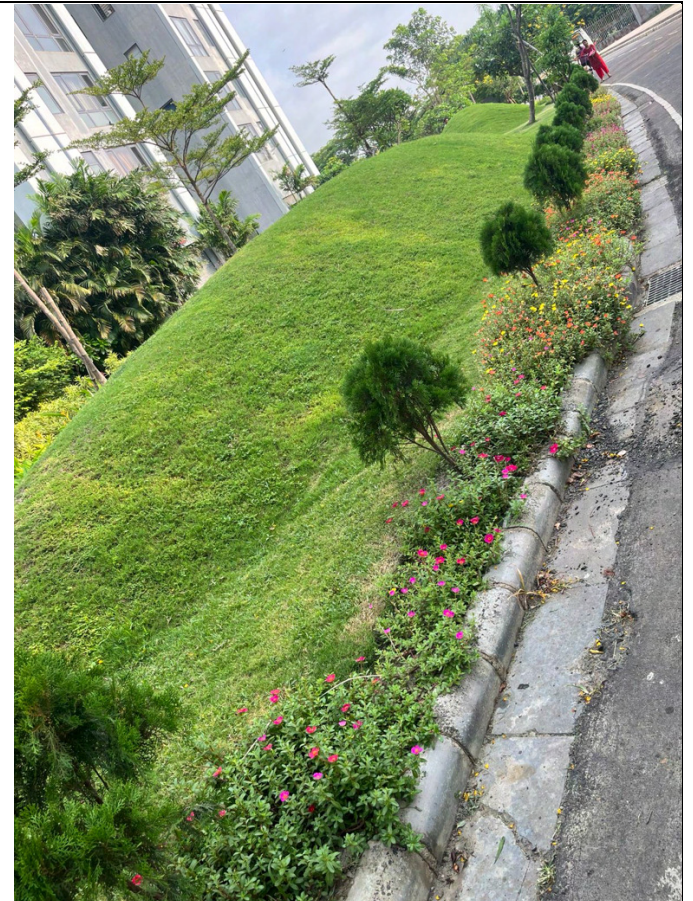
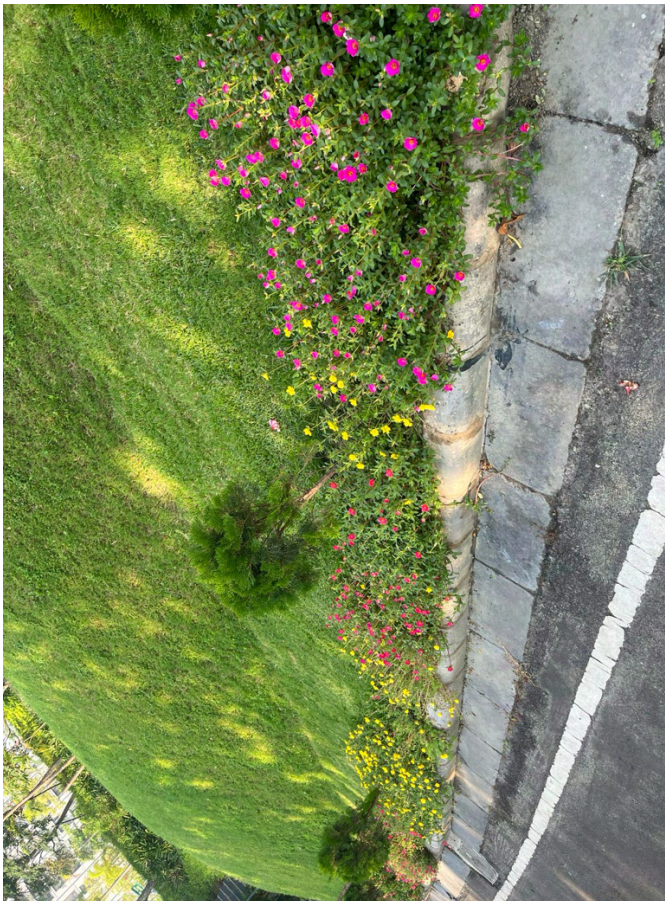
Here are some of the photos of last **Winter (2025-26)** plantations:





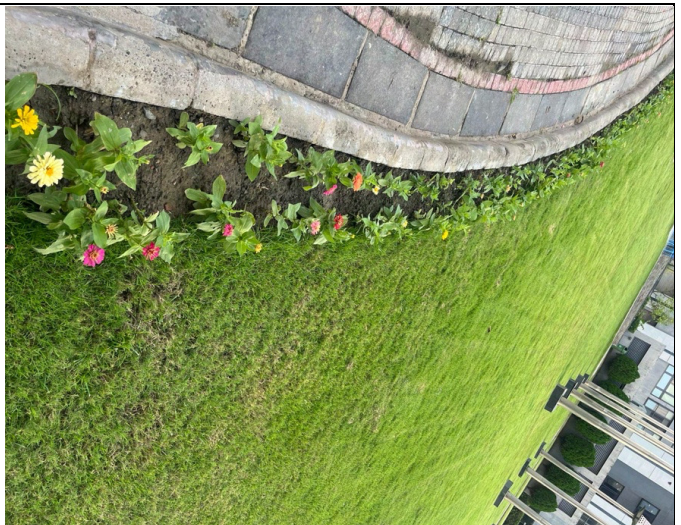
Summer-Monsoon, 2026 Plantation

With onset of **Summer**, bunches of **Portulica** in vibrant color blooming where direct sunlight reaches



Summer Monsoon plantation ongoing. Few images of plantation in some areas:

- Sunflower
- Zinia
- Vinca
- Kochia



Plantation as well placement of plants in Pots expected to be completed by 20th May, 2026.

Dividers on Boundary Wall side Parking on North Avenue (opp to Tower 2 to 4).

The shape of current dividers (island) is in very odd shape. Decided to plant *Syzygium* (similar to South Avenue) on parking dividers on North Avenue also.



Parking Dividers on South Avenue with *Syzygium*



For plantation on North Avenue, *Syzygium* procured.

***Syzygium* Hedges** are sturdy in nature and decent looking too



The Team and their Work

A team of 30 dedicated gardeners under guidance of Asst Manager (Horticulture) and Supervisors, work round-the-week, carrying out various activities to maintain the greenery in the 66-acre spread Urbana.

To know their daily activities, click at following links:

- https://urbanaaao.in/ptadmin/assets/images/media/services/780097899_Landsacping_Committee_Report_10_Sept24.pdf
- https://urbanaaao.in/ptadmin/assets/images/media/services/353559603_Landscaping_Report_280924.pdf

The landscaping team comprises of 3 groups:

- Tower Area (one dedicated gardener for each Tower)
- Bungalow Area
- Common Area
- Cost allocation is done accordingly to Tower CAM, Bungalow CAM and Common areas.

Landscaping Team:

UAAO	
Convenor	Kishor Kr. Nadhani
Co-Convenor	Sanjay Doogar
Members	Amit Tekriwal, Shankar Sharaf

UFM	
Asst Manager	Sanatan Manna
Manager	Prasun Das
Supervisor	Sumanta

10. UAAO Pet's Committee Report

Report from Urbana Pets Committee, UAAO 24-26

Members:

Mr. Sanjeev Nandwani
Mr. Rajesh Singhal
Mr. Aninda Palit
Mr. Sujoy Chattaraj
Mr. Sauvik Chakravarty
Mr. Surajit Maity
Mr. Vikram Saha (Convenor)

The Urbana Pets Committee was formed in August 2024 to act as a bridge between residents comprising Pet parents & non-pet owners and the UAAO board. The primary purpose was to create a harmonious environment by balancing the legal rights of pet owners with the safety and comfort of non-pet owners. Though the Pets Committee was originally formed to take care of Pet Animal matters, Stray Dog issues have also come under the purview of the Pets Committee.

The key initiatives undertaken by the Pets Committee are highlighted below:

- 1) **Rolled out the Urbana Pet Policy in December 2024:** The document highlights the SOPs that need to be adopted by pet owners / residents on safety matters, responsibilities and accountability on the part of dog owners, vaccination updates, cleanliness and hygiene, access and restrictions, role of dog walkers and the decorum to be followed like leash usage in common areas, elevator protocols, use of scoopers or poop bags, etc. and a grievance mechanism among other things. This is a fairly detailed document which was prepared keeping in mind the norms and guidelines issued by the Animal Welfare Board of India and encapsulates most of the issues that may have arisen or likely to arise in future.
- 2) **Created an official forum for Pet owners residing in Urbana:** This ensures that information pertaining to Urbana Pet owners is properly disseminated so that all relevant parties are kept in the loop.
- 3) **Google form for capturing details:** Residents need to feel safe not just against stray dogs but also pets. All pet owners have been asked to mandatorily send their Pet details (name, breed, photo, etc.) in the prescribed format (google form) along with vaccination details.
- 4) **Imposing of fines:** A circular has been issued around end February 2026 to impose a fine of Rs 500 on all those who walk their dogs and do not pick up the dog poop. This rule applies to dog handlers, domestic help and residents. Security team has been empowered to click photos and collate details of the errant dog walker which may include sourcing CCTV footage, if needed.
- 5) **Conflict resolution:** The Committee has mediated in matters pertaining to any dog biting incident or attacks on fellow residents. This involved meeting and discussing the issues with the residents involved wherein we have tried to resolve issues amicably and reiterated that the Pet SOPs need to be strictly adhered to and non-compliance of the same will not be accepted.

Issues pertaining to Urbana stray dogs:

A. Curbing the Stray Dog population: While the numbers had risen significantly around early 2025, we subsequently stepped up our efforts to curb the Stray Dog population in Urbana. A headcount was taken around mid-2025 in wherein we identified 23 dogs residing inside Urbana.

Subsequent efforts were undertaken thereafter:

- 1) **Control further intrusions through Collaring:** All Urbana dogs have been collared. We have been constantly monitoring the same in order to ensure that any new, uncollared dogs who are spotted inside the premises are being evicted.
- 2) **Sterilisation:** In a phased manner, we have ensured that **all** female dogs are neutered. They have been picked up in batches by Ashari Animal Shelter and operated upon and sent back here.
- 3) **Vaccination drive:** In order to ensure safety, **all** the Urbana dogs have been vaccinated in batches against Rabies and other viral diseases.

Through the above concentrated efforts of the Pets Committee along with a few helpful residents, the Stray Dog head count today (May 2026) stands at 18.

- B. Feeding zones:** In order to ensure hygiene and safety in our Complex, three dog feeding zones have been identified with great difficulty (behind Tower 5 back lane, near entry of tennis court and tower 8 construction site gate) with signages. However, as the dogs tend to be territorial in nature and are spread across towers and bungalow areas, it is unlikely that these three feeding spots will not cater to all the dogs inside Urbana. A few more need to be identified especially in bungalow areas, towers 4 and 6.
- C. Shelter space:** We explored the possibility of creating a dedicated shelter zone within Urbana. However, given the area constraints of creating a shelter area of that size and scale with adequate lighting, ventilation, shade, manpower, logistics and costs, and keeping in mind that approvals were also needed from the other two associations, we could not proceed with this. A visit to Silver Springs to explore an existing dog shelter was also done but the feedback was poor.
- D. Open House:** We conducted an Open House meeting to get suggestions from residents who were interested to contribute towards minimizing Stray Dog related issues at Urbana. This was attended by 10 residents in addition to UAAO Committee members wherein we engaged in a fruitful discussion on how to take things forward.
- E. Awareness program for residents:** We are conducting an Awareness Program on 30th May 2026 with the objective to sensitize Urbana residents towards understanding canine behaviour (both Pets and Stray dogs) including body language, do's and don't's, safety guidelines etc. The session will be conducted by Trust the Tail, an organisation that deals with understanding dog behaviour and works as educators and advocates for better coexistence between dogs and humans.

Suggestions for incoming Committee:

- 1) **Keep a vigil on intrusions:** With a concentrated effort on collaring, sterilisation and monitoring of the existing community dog population and ensuring no further dogs enter Urbana, the numbers can be gradually brought down over the next few years from the present 18 that we have.
- 2) **Abide by relevant laws:** While there can always be pressure from a handful of residents, the Committee needs to ensure that the relevant laws are complied with. Guidelines issued by Animal Welfare Board will need to be strictly adhered to. As per Section 428 and 429 of the Indian Penal Code, 1860, cruelty to animals is punishable with imprisonment. Likewise, relocation of animals is not permitted under Animal Birth Control (ABC) Rules, 2023.
- 3) **Levy of fines:** Ensure that the Pet SOPs are strictly followed by residents. Levy of fines has been formalized and we need to see to it that timely reminders are sent out to residents and implementation of the above is done in full earnest. Manpower deployment and monitoring through CCTV footage may be required.
- 4) **Timely vaccination of Urbana stray dogs:** This should ideally be undertaken annually especially with anti-rabies vaccine.
- 5) **Open House sessions with residents:** This can be done periodically in order to get feedback from residents for better and safer community living.
- 6) **Vaccination records of Pets:** All existing residents including new entrants need to mandatorily update their vaccination details.

11. UAAO Grievance Committee Report

UAAO Grievance Committee Report

As the term of the current Board of Managers (BoM) of the UAAO due to end on May 31,2026, I take this opportunity to summarise the actions and conduct of this Grievance Redressal Committee (GRC) during its tenure

This committee having five (5) members, commenced functioning soon after formation of UAAO in June 2024.

After initial physical meetings, all five members had met virtually as and when it necessitated discussions on any grievance(s) that were submitted by any member of this society

It may be noted that this committee so far has received total ten (10) emails from the society members with various matter of grievances, all till end of Dec 2024; and none thereafter. However, none of the subject matter was directly related to inaction or slow response by any office bearer and/or any of the sub-committees of the UAAO. The GRC on its part, always promptly acknowledged all such emails and had forwarded to UAAO for their attention and disposal, whilst closely monitoring the progress of the corrective actions until the matter was finally resolved. I am pleased to advise that all ten (10) grievance matters have been satisfactorily closed within a short time after they were raised.

It was a pleasure working together with the GRC members, the President and all members of UAAO. I have a word of thanks for all of you and wish everyone the very best.

Warm regards,
Captain Atanu Ghosh

12. UAAO KMC Water Committee

KMC Water Committee of UAAO-24-26

This committee is formed by UAAO in June 2024 with the objectives of-

- KMC water supply for our complex
- to stop leakage of water
- create awareness among the residents for reduction in consumption /wastage of water
- rain water harvesting

This committee taken up several activities , like, putting banners, video on awareness through tower TVs, quiz contest with children of our complex, short drama , campaign during festivals, to create awareness to limit our per head consumption as minimum as possible if not able to achieve the norms.

- Tried to activate our service provider (UFM) for instant repair of leakage.
- Tried to convince residents to avoid using RO in main water supply line.
- Tried to initiate the installation of water meter to know your consumption.

Gradually we found considerable reduction in water consumption in last two years.

We had several meetings with concern authority of the Govt and tried to convince them to supply KMC water to our complex. They principally agreed and they are in the process of installation of pipe line from Dhapa water treatment plant towards south east Kolkata . Hopefully by end of 2026 , we should get KMC water supply as assured by them.

- We have studied the infra structural facility available in our complex for storing and using KMC water and found it satisfactory. We thoroughly studied the existing rain water harvesting system and found it is incomplete .
- We estimated the cost of its completion which could be around 60 lacs .
- We felt we should spent this fund and complete the project on priority. We will earn much more benefit out of this project than we spent - few to mention-
- -Two months water supply per year at very negligible cost - -the cost of its completion will be recovered in 3 to 4 years.
- We will not draw ground water for two months of our consumption which will have a positive impact on environment to give long term benefit for our future generation.

All these initiatives , like, awareness programs on proper use of water , stop leakage ,avoid RO , instal water meter , completion of the rain water harvesting system, regular follow up with KMC , etc should continue for achieving long term positive results for a better living. The team members of this committee will remain grateful to the Board for giving us the opportunity to serve for our residents for better living.

13. UAAO Digital Committee Report

UAAO Digital Committee 2024-26

- The Digital Committee, led by Convenor Debjani Mukherjee, along with Joint Convenors Suchismita Mukherjee and Smita Saraf, has been instrumental in maintaining and updating the UAAAO website, ensuring all MoM's, profiles and information remain current and engaging.
- The committee also coordinated digital advertisements with several Utsav and Sports Committees, along with UFM, significantly enhancing outreach, visibility, and community engagement across platforms.

14. UAAO Fire Committee Report

FIRE COMMITTEE REPORT 2024-2026

The Fire Committee formed in Feb 2025 and the first discussion was based on the report shared by JLL on the fire preparedness in Urbana. The first meeting was held on 8th February 2025

Major Points Discussed

Sprinkler and Heat Extinguishers list of noncompliance was discussed and all exceptions were asked to be followed up

All fire extinguishers asked to be inspected and refilled which was pointed out in the report

2nd Meeting held on 16th February 2025 with the entire Fire Committee Team of Urbana all attendees briefed on the need for fulfilling all compliances attended by Mr Deb Kumar Modak and from Siemens team to understand their working and shifts

Budget for replacement of fire extinguishers placed on 6th April which needed approval of 897500 (Eight lakh ninety seven thousand and five hundred only) which was requested by Mr Prasun Das from UFM

Fire awareness training coordinated with Pragati Maidan Fire station on 21st April 2025 for fire drill at Urbana

Fire licence renewal issued on 6th September 2022 and valid for three years was coming up for renewal and the same was bought to our notice on 2nd May 2025 and discussed and sorted with Mr Modak on Points No 12 and 13 which was related to getting NOC for gas pipelines

3rd Meeting held on 9th May 2026 discussed the Dos and Dons designed by Mr Chakraborty who is the fire consultant for Urbana and smoke and heat detectors that need to be procured were discussed along with a decision for sharing of snag reports generated by Siemens was also passed

10th May 2025 Mr Brahmaboy Bose from the fire committee conducted a physical inspection of all the Towers and towers where deviation was found was highlighted. Some meter rooms in towers which had open wires were highlighted and rectified so that it does not become a fire hazard

4th Meeting held on 2nd June 2025 where decision to acquire flow switch calibration instrument was taken and discussion initiated with fire consultant where defective fire panels had to be replaced and a decision was taken to do an inventory check

On 5th July Mr Brahmaboy Bose from the Fire committee highlighted the issue of empty cylinders placed in the gas room without protective valve caps was highlighted and corrective action taken post which a Urbana Fire Gas Safety Manual was prepared on 7th July 2025 A Defect Specification report has also been circulated on 14th July by Mr Bose

Renewal of Fire detection systems with Siemens was bought up by Fire officer Deb Kumar Modak which was duly passed by the committee

5th Meeting of the Fire Committee held on 3rd August 2025 where follow up on meetings held were discussed and the way forward was discussed and fire safety advisory guidelines were floated for the upcoming Deepavali celebrations

On 19th November 2025 a proposal was shared by Debkumar for Plumbing Shaft Smoke Shielding the options given were discussed at length in the Fire Committee and found that the solution offered was not viable technically and so the proposal was put on hold

The fire incident in Tower 4/ 406 happened on 23rd February 2026 and the role of the facility managers was acknowledged in bringing the fire under control immediately

6th Meeting of the Fire Committee held on 24th Feb 2026 to deliberate on the root cause finding of the fire incident and it was

found that the hooters were removed by Security and CCTV to be placed to find out who was switching off the hooters manually. CCTV monitoring the hooter area was only there in Tower 2 and Tower 3 so in the rest of the Towers the hooters could be switched off without finding out who did it. The cause of the fire was ascertained to be a electrical short circuit near the kitchen foyer area which was aggravated by the placing of aerosol cans which were flammable. A decision was taken to appoint fire marshals and the same was communicated to the fire team in the Facility Management team. Lack of canister masks also was highlighted which had to be procured for each tower

In view of the fire there was an outside agency appointed to analyse the existing fire preparedness and Integrated Fire Protection Pvt Ltd was called on to analyse and advise which was done by their team 7th Meeting held on 28th February 2026 where finalisation of a SOP and the suggestions from newly inducted members like Mr Sujoy Mukherjee were taken up apart from the suggestions and report provided by Mr Brahmaboy Bose was forwarded to the Fire team in UFM many proposals like installation of a fire extinguisher one in each floor, fire balls connecting of service lift to DG so that it can be used as a fire lift was discussed

A proposal to install emergency led lamps was also discussed

Thanking you

Yours sincerely

For Fire Committee (2024-2026)

Prakash Sasidharan

15. UAAO Tower Captain's Report

Some of the key initiatives and areas of work are highlighted below:

1. Improvement of Tower Common Areas

Efforts were made to improve the overall appearance, cleanliness, and usability of common areas such as tower lobbies, lift lobbies, corridors, entrance areas, and surrounding spaces. Wherever possible, residents were encouraged to participate and contribute towards small beautification and maintenance initiatives.

Common-area improvements included better upkeep of tower entrances, regular follow-up for cleaning, repair of damaged fittings, replacement of faulty lights, improvement of notice board usage, and maintaining a more welcoming environment for residents and visitors.

2. Lobby and Aesthetic Enhancements

Several towers undertook initiatives to enhance the appearance of their lobbies and entrance areas. These included redecoration, improved lighting, addition of plants, better arrangement of common spaces, and general beautification of the tower premises.

Such initiatives helped create a more pleasant and lively environment and also encouraged residents to take greater ownership of their respective towers.

3. Plumbing, Water Supply, and Leakage-Related Issues

A major area of focus has been the resolution of plumbing and water-related concerns. Tower Captains regularly coordinated with UAAO and facility management to address issues such as water seepage, leakage from neighbouring flats, damaged pipelines, flush water problems, drainage concerns, and recurring maintenance complaints.

In several cases, persistent follow-up helped identify root causes, coordinate inspections, involve concerned residents, and ensure corrective action by maintenance teams. Awareness was also created among residents regarding proper fit-out practices, responsible renovation work, and the importance of avoiding damage to concealed plumbing and common service lines.

4. Maintenance of Garbage Chutes and Odour Control

Garbage chute usage and odour-related concerns were regularly taken up with facility management and housekeeping teams. Residents were repeatedly requested to use garbage chutes responsibly and avoid dumping oversized waste, wet waste without proper packing, construction debris, or other inappropriate materials.

Efforts were also made to improve ventilation, cleanliness, and maintenance of garbage chute rooms. Wherever required, installation of air diffusers, deodorizing measures, deep cleaning, and periodic awareness communication were discussed and implemented or taken forward for further action.

5. Cleanliness, Housekeeping, and Hygiene

Regular follow-up was carried out with housekeeping teams to ensure better cleaning of tower lobbies, corridors, staircases, service areas, basements, lift areas, and common passages. Issues related to dust, waste accumulation, spillage, stains, and unhygienic practices were reported and monitored.

Special attention was given to maintaining hygiene in high-usage areas and ensuring that housekeeping standards remained consistent across towers.

6. Safety and Security Improvements

Safety and security of residents have remained a key priority. Tower Captains, along with UAAO and the security team, helped identify areas where additional monitoring, better patrolling, access control, or improved discipline was required.

Suggestions were made for better CCTV coverage in common areas, identification of blind spots, improved monitoring of entry and exit points, and stricter control over unauthorized movement. Security-related concerns were regularly escalated and discussed with the concerned teams for corrective action.

7. CCTV Coverage and Blind Spot Identification

In many common areas, blind spots were identified where CCTV coverage was either inadequate or required improvement. Tower Captains worked with the security team to review such locations and suggest additional CCTV cameras wherever necessary.

These proposals were taken up with the concerned authorities for approval and phased implementation, keeping resident safety and security monitoring as the primary objective.

8. Parking Discipline and Traffic Decorum

Parking-related discipline outside towers and in common driveway areas was another important area of intervention. Residents, drivers, and visitors were regularly reminded to avoid improper parking, blocking tower entrances, obstructing emergency access, or creating inconvenience for others.

The objective was to maintain smooth movement, ensure safety, and preserve decorum in and around the tower premises.

9. Coordination for Day-to-Day Resident Concerns

Tower Captains acted as the first point of coordination for several day-to-day concerns raised by residents. These included lift issues, seepage complaints, housekeeping gaps, noise concerns, renovation-related disturbances, pest control requirements, lighting defects, waste disposal issues, parking concerns, and coordination with neighbouring flats.

Many such matters required patient follow-up, communication with multiple parties, and coordination with UFM, UAAO, vendors, and residents to reach practical solutions.

10. Support During Repair and Maintenance Work

Whenever repair or maintenance work was planned within common areas, efforts were made to communicate with residents, coordinate access, minimize inconvenience, and follow up for timely completion.

This included work related to pipelines, electrical systems, common lighting, lift areas, lobby repairs, civil maintenance, shaft-related issues, and other infrastructure-related activities.

11. Resident Awareness and Communication

Posters, notices, messages, and resident communications were regularly used to create awareness on important matters such as garbage chute discipline, parking rules, pet discipline, water leakage prevention, renovation guidelines, housekeeping standards, security protocols, and responsible use of common facilities.

These awareness efforts helped encourage better cooperation among residents and promoted a more responsible community culture.

12. Community Engagement and Social Bonding

In addition to maintenance and operational matters, efforts were also made to encourage better bonding among residents. Tower-level events, festive gatherings, informal activities, and resident interactions helped strengthen community spirit.

Such initiatives created opportunities for families to interact, children to participate, and residents to build a stronger sense of belonging within their towers and the larger Urbana community.

13. Welfare Measures for Household Staff and Drivers

Wherever possible, small welfare-oriented initiatives were taken for household staff, drivers, and support workers who serve residents on a daily basis. These included arrangements such as drinking water facilities in common areas, awareness on cleanliness, and better discipline in waiting areas.

Such steps were intended to ensure that support staff facilities were managed in an orderly, hygienic, and humane manner without inconveniencing residents.

14. Greenery and Beautification Around Towers

Efforts were made to improve greenery and bring more freshness to tower surroundings through the addition and maintenance of plants in common areas. Residents also supported such initiatives by contributing ideas and participating in beautification efforts.

These small steps helped make the tower environment more vibrant and pleasant.

15. Coordination with UAAO and Facility Management

One of the most important roles of Tower Captains has been continuous coordination with UAAO and facility management. Concerns raised by residents were consolidated, prioritized, and taken up through the appropriate channels.

This helped ensure that issues were not handled in isolation but were brought into a structured system of review, follow-up, and resolution.

16. Escalation of Long-Pending and Recurring Issues

Several recurring issues required repeated follow-up and escalation. These included persistent leakage matters, pipeline defects, odour issues, lift-related complaints, security concerns, housekeeping gaps, basement maintenance, common-area repairs, and discipline-related matters.

While some concerns were fully resolved, others remain under review or are being addressed in phases due to technical, budgetary, or approval-related requirements.

17. Encouraging Responsible Community Living

A continuous effort was made to encourage residents to follow community norms and maintain discipline in common areas. Matters such as responsible renovation work, noise control, proper garbage disposal, pet discipline, parking etiquette, and respectful communication were repeatedly emphasized.

The objective has always been to promote harmony, mutual respect, and a better living environment for all residents.

16. UAAO Technical Committee Report

Technical Committee Report in short.

1. Complete renovation of Meter room of all Towers.
2. Corroded gas pipeline replacement in progress.
3. Tower 2,3 HDPE intake pipe replaced(up t o 10 th floor) by GI pipe. Same will be replaced for all towers.
4. Capacity enhancing of WTP completed. Commissioning is under progress.
5. STP enhancing under progress. Next month Commissioning will start.
6. Garbage segregation area renovation completed.
7. Installation of higher capacity(150%) drain pump completed and working satisfactorily.
8. Replacement of corroded valves and supporting.