



**ALAKTIKA HOUSING COMPLEX**  
**NEW TOWN**  
*Annual Report 2019-20*

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# **1. Introduction**

## **Message from the President**

### **Alaktika Housing Complex**

One more year has passed and it is time for the Annual General Meeting to look back at the year that has gone by as well as chart the duties for the next year. Alaktika Housing Complex, New Town, is situated in Action Area IID, New Town near City Centre 2. The Housing Complex has been built by Bengal Peerless Housing Development Company – 2008. The Housing Complex consists of 390 flats, having two Community Halls. The Association has been registered under the West Bengal Ownership Act, 1972.

The functional purpose of the Association has been to –

- a) Maintain and develop the common areas of the housing complex perfectly, smoothly, efficiently and economically.
- b) Provide recreational facilities and engagement platforms to all age groups residing in Alaktika thereby promoting group activities, harmony and togetherness.

This annual report outlines the activities and outcome of the different initiatives undertaken during the last one year.

I on behalf of the entire Board of Managers thank all the apartment owners for the help, suggestions and active participation and will always remain the cornerstone of all endeavors of the successive Board of Managers of our Association. We hope that our collective efforts will lead to a better and brighter future for us and more so far our younger generation.

I thank the support staff and share my best wishes for their families. And, to all residents of Alaktika, I wish you, your family and friends' peace, health and happiness.

Thanks and Warm Regards,

Krishna Das Debnath  
President

## 2. Copy of the Association Registration Certificate

GOVERNMENT OF WEST BENGAL  
DEPARTMENT OF HOUSING  
LAW (PROMOTERS) CELL  
NEW SECRETARIATE BUILDINGS (3RD FLOOR, C-BLOCK)  
1, KIRAN SANKAR ROY ROAD, KOLKATA-1

No.358-HIV/1D-24/2008.

Dated, Kolkata, the 07.07.2010.

From: The Competent Authority under the West Bengal Apartment Ownership Act, 1972.

To  
Sri Krishna Gopal Nandi,  
Flat No.2D - 802,  
Alaktika Housing complex,  
Rajarhat New Town,  
Kolkata - 700 157.

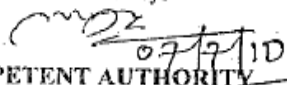
Subject: Registration of Apartment Owners' Association.

Sir,

With reference to your application in Form No.1 under Bye Laws no.3/ (2) I am to state that the Association formed in the general meeting duly held on 02.05.2010 by the Apartment Owners of the premises no. Action area II, Plot No.II B/2, Mouza - Noapara, Rajarhat New Town, 24 - Parganas(North), under the name and style of "ALAKTIKA HOUSING COMPLEX", New Town, is hereby registered this day of 7<sup>th</sup> July, 2010 bearing serial No.19A of 2010.

In any future communication, the registration number should be quoted for ready reference.

Yours faithfully,

  
COMPETENT AUTHORITY

Competent Authority Under  
the W.B. Apartment Ownership Act - 1972  
( West Bengal Act XVI of 1972 )  
Govt. of W.B. Housing Dept.

### 3. Notice for the 10<sup>th</sup> A.G.M. and Election Notice

ALAKTIKA HOUSING COMPLEX, NEW TOWN  
RAJARHAT, ACTION AREA II-D, P.O. HATIARA, KOLKATA - 700157  
TELEPHONE NO. 033-40620274, 66036200, 25266969  
Website: www.alaktika.in ♦ e-mail: alaktikahc@gmail.com  
REG. NO. 19A, OF 2010 DT. 7<sup>TH</sup> JULY 2010

No.: AGM/2019-20

Dated: 15/12/2019

#### **NOTICE FOR THE 10<sup>TH</sup> ANNUAL GENERAL MEETING**

The 10<sup>th</sup> Annual General Meeting of the Association of Alaktika Housing Complex, New Town, is proposed to be convened on **16<sup>th</sup> February, 2020 (Sunday) at 10.00 A.M. at the space in the ground floor below Hall 'A' of Alaktika Housing Complex** vide sub rule (6) of rule (4) of The W.B. Apartment Ownership Bye-Law, 1974 to transact the following business:-

1. To consider & adopt the Annual Report- 2019-20 of the Association and proposals for the year 2020-21
2. To Consider & adopt the Audit Report- 2018-19 of the Association.
3. To consider, approve and adopt Annual Budget for the Year- 2020-21 including Fixation of share of "Common Expenses" as defined under subsection 3(e) of The W.B. Apartment Ownership Act, 1972 and Corpus Fund.
4. To consider and approve the expenditure for the Year- 2019-20
5. Miscellaneous.

All member of the Association are requested to attend & participate in the **Annual General Meeting**. If the quorum for the AGM is not fulfilled, the meeting shall be adjourned, and the adjourned meeting shall be held on **23rd February, 2020 at 10.00 A.M. at same place of Alaktika Housing Complex** vide sub rule (10) of Rule (4) of The W.B. Apartment Ownership Bye-Laws. No quorum will be required in the adjourned meeting.

*K.D. Debnath*

Krishna Das Debnath  
President

*A.K. Gupta*

Ashok Kumar Gupta  
Secretary

#### **Distribution:**

1. All Members of the Association
2. The Competent Authority, Kiran Shankar Roy Road, New Secretariat Building, Kolkata -700001, for information.

**NOTICE**

The Board of Managers in its 9<sup>th</sup> monthly meeting held on 1st December 2019 decided to hold the election of the Board of Managers for the year 2020-'23 on 16<sup>th</sup> February 2020. Mr. Bimalesh Chandra Bhadra, Mr. Samar Kumar Roy Choudhury, and Mr. Bijay Kumar Choudhury will act as Returning Officers to conduct the election process to elect the Board of Managers for the Year 2020-'23 of Alaktika Housing Complex, New Town.

The Returning Officers are empowered to scrutinize the Nomination Forms, Conduct the Election and declare the result and announce the name of the **new Board Managers for the Year-2020-'23**.

**The Election is going to be held on 16<sup>TH</sup> FEBRUARY 2020, Sunday, at the space in the FM Office room of ground floor below Hall 'A' of Alaktika Housing Complex. No election will be held if the number of valid nomination is equal to THREE (3) or more but less than or equal to TWENTY FOUR (24) vide sub rule (2) of Rule (5) c' Chapter -III of The W. B. Apartment Ownership Bye-Laws and the valid candidates will be declared elected uncontested on the date of Publication of Final List of Contesting Candidates.**

The Returning Officers will function from the Office of the Association except on days of election and counting and each candidate will have to submit the nomination form directly to the returning officers.

The Election Schedule is notified below as per the provision of the W.B. Apartment Ownership Act 1972, & W. B. Apartment Ownership Bye-Laws, 1974.

Sl.#	Election Schedule	Date	Time
1	Commencement of issuance of Nomination Forms from Office (can also be downloaded from the official website <a href="http://www.alaktika.in">www.alaktika.in</a> )	From 16th Jan. 2020	
2	Last date of submission of Nomination Forms	02.02.2020	8.00 PM
3	Display of list of provisionally valid candidates after scrutiny	04.02.2020	8.00 PM
4	Last date of withdrawal of nomination	08.02.2020	8.00 PM
5	Publication of final list of valid contesting candidates OR Declaration of names of Board Managers winning un-contested	09.02.2020	01.00 PM#
6	Date & Time of election if the number of eligible candidates is more than 24 in number.	16.02.2020	09.30 AM to 1.00 PM
7	Counting of votes and declaration of result, in the event of election.	16.02.2020	From 2.30PM

**#The final list of valid candidates will be displayed after taking into consideration all receipts related to Common Area Maintenance Charges that will be received upto 31.01.2020, and reflected in the bank statement updated on 01.02.2020. This is in accordance with rule 9 of Chapter III of The W.B. Apartment Ownership Bye-Laws, 1974**

Signatures of Returning Officers:

1. Mr. Bimalesh Chandra Bhadra (1B-902) :
2. Mr. Samar Kumar Roy Choudhury (3C-602)
3. Mr. Bijay Kumar Choudhury (2B-208):

*K.D. Debnath*  
Krishna Das Debnath  
President

*A.K. Gupta*  
Ashok Kr. Gupta  
Secretary

## 4. Report from Secretary, Alaktika Housing Complex

On the outset of the 10<sup>th</sup> AGM, I would like to extend my greetings to all the Alaktikans. I would like to express my heartiest thanks to all the Alaktikans for keeping faith on the Board of Managers and extending their full support to let us serve you better. I would also like to express my gratitude to our current Board of Managers for extending their supporting hands.

Here are some of the details of the work carried out.

### **General Maintenance**

#### *Maintenance Contracts and Servicing*

- ✓ Gardening, Pest Control & Electrical maintenance contract renewed.
- ✓ Fire AMC renewed after proper negotiation.
- ✓ Lift AMC renewed for two years
- ✓ New Security agency started work from 1st Aug 2019.
- ✓ CCTV AMC renewed
- ✓ Intercom AMC completed

#### *Maintenance work*

##### Painting

- ✓ Lift painting work is completed in all lifts which will improve the life of the cage and doors.
- ✓ Civil work in road side parapet repair work is done.
- ✓ All gates i.e. from gate 1 to gate 5 painted.
- ✓ Fire pipeline and hose box which is outside the building painted to protect from weather hazards.

##### Water Supply

- ✓ To control the wastage of water Sensor has been procured and installed to arrest overflow of water with satisfactory results.
- ✓ 2A water storage tank was damaged, due to which there was leakage in the water tank. Same has been rectified and the leak is arrested. It has been rectified by using in-house resources.
- ✓ Rooftop water pipeline has been painted to improve the longevity.
- ✓ 1 no. Tulu pump procured to maintain the cleanliness of the fountain and Tank cleaning purpose.

##### Electrical Supply

- ✓ 12 Nos. of lift battery purchased to replace the old damaged
- ✓ Battery charger of 320KV for DG set has been replaced.
- ✓ LIG Generator battery replaced.

##### Fire

- ✓ Fire panel of tower 3D was damaged and nonfunctional. So a new panel has been procured to replace the damaged one.
- ✓ Fire extinguisher refilled.

### Road

- ✓ Road repairing work completed. Residents are quite satisfied with the quality of work. Board is happy to get the involvement/co-operation of residents for road repairing work and thankful for their efforts.
- ✓ As part of road repairing and increase the life of road, draining system improved wherever necessary.
- ✓ Roadside parapet inside the campus is repaired and painted for long lasting and beautification.

### Misc.

- ✓ Tata Indicom Intercom system was non-functional and the contract was lapsed long back. To keep the intercom facility functional in our complex New Intercom installed and the same is being utilized.
- ✓ Both Aviation lights at rooftop replaced.

### **Beautification of Complex and Activities for Resident Recreation / Well-being**

#### *Garden*

- ✓ Hedge replaced in garden area.
- ✓ Plant for outside boundary wall procured and planted.
- ✓ Beautification of Plant area in front of Gate 2 completed with tile work and placement of 3 new pots with Iron stand is completed.
- ✓ Petrol grass cutter machine purchased

#### *Others*

- ✓ As part of beautification work Statue and surrounding area in front of Gate no.3 repair and painting work done.
- ✓ The field in front of our complex was cleaned.
- ✓ Electrical (LED) signage at roof top of tower 1B is installed. Installation of Signage (LED) of gate numbers at all 5 number gates has been completed along with Alaktika Logo Signage in Main gate
- ✓ 2 nos. Pump installed in fountain has been repaired. Faulty cable line has been replaced.

#### *Activities for Resident Recreation / Well-being*

- ✓ Bengali New Year, Rabindra Jayanti, Independence Day and Republic day celebrated.
- ✓ To acknowledge outstanding performance of Staffs reward given on Independence day and Republic day.
- ✓ To keep up the sporting spirit Annual Sports was organized on the occasion of Republic day.
- ✓ Vishwakarma Puja was celebrated in our Complex.
- ✓ Installation is done of water cooler cum filter by the side of gate number 3. This would cater to the society and outside people. The cost of the machine was borne by few interested donors. The maintenance and electricity cost is being borne by the society as a part of the social responsibility. This initiative is praised by locality and the same is acknowledged by local media.
- ✓ Health checkup and Eye checkup camps were organized for residents.

**Misc.**

- ✓ Appointed Auditor (M/S. Ghosh & Mullick) to audit the accounts for financial year 2018-19
- ✓ Digital Notice Board is installed which will generate a revenue of Rs. 1.2 Lakh annually for Development Fund.
- ✓ BSNL landline number 25266969 was non-functional - so the connection is surrendered.

**Suggestions for Consideration next year**

- ✓ Security Hut refurbishment for protection of CCTV equipment, protection from heat / rain and better functioning of the security.
- ✓ AGM in May from next year to allow outgoing year audit to be placed before AGM – would mean allowing the board for this year to continue till May.
- ✓ Remote operated Boom Barrier in Entry Gate no. 3 for faster handing of car entries
- ✓ In order to comply with NKDA regulation, provision to provide separate dustbins for waste segregation to all flats from development fund.
- ✓ Gym cum Yoga center in Community Hall A ground floor on individual subscription basis with basic infrastructure from development fund.
- ✓ Upgrade ground floor lobby of all buildings with tiles or marble

Thanking you all,

Ashok Kumar Gupta  
Secretary

## 5. Budget for the year 2020-21

### Budget Break-up

Budget Head	Remarks	2020-21 (Budgeted)	2019-20 (Projected Actual )	2019 -20 (Budgeted)	(Budgeted- Projected Actual) for 2019- 20
Lift Maintenance	Actual Estimate	1,334,940	1,723,554	1,305,200	-418,354
Generator Maintenance	5% increase	136,472	129,973	156,710	26,737
Fire Fighting System Maintenance	5% increase	239,862	228,440	218,240	-10,200
Fire Fighting Refill	Actual Estimate	80,000	80,916	80,000	-916
Facility Management	Breakup as below	4,497,906	4,095,633	4,073,440	-22,193
Civil Maintenance	Breakup as below	415,706	367,339	391,093	23,754
Electrical/CCTV /Intercom Maintenance & Consumables	No increase, added Intercom AMC	628,440	578,440	595,021	16,582
Generator - Diesel	5% increase	12,482	11,888	26,985	15,097
Electricity charges (Individual Blocks)	No Increase, (breakup as below)	618,750	618,750	585,000	-33,750
Electricity charges (Common Area)	No Increase, (breakup as below)	453,750	453,750	454,500	750
Staff Salary	10% increase	223,329	203,026	213,310	10,284
Misc. Expenses	Breakup as below (5% increase)	182,910	174,200	178,391	4,192
<b>Total</b>		<b>8,824,546</b>	<b>8,665,908</b>	<b>8,277,890</b>	<b>-388,018</b>

### Detailed Break-up

Facility Management				Misc. Expenses			
Description	Budget (2020-21)	2019-20 (Projected Actual)	Budget (2019-20)	Description	Budget (2020-21)	2019-20 (Projected Actual)	Budget (2019-20)
Housekeeping / Plumbing (10% increase)	1,562,679	1,420,617	1,489,001	Conveyance	835	795	2,471
Security (10% increase)	2,311,315	2,101,195	2,056,490	Telephone & Internet	27,150	25,857	26,916
Gardening (10% increase)	510,423	464,021	407,800	Printing, Stationery, Medical and Misc. Office expenses	73,940	70,419	76,245
Pest Control (5% increase)	77,490	73,800	84,150	Meeting Expenses	4,473	4,260	4,457
Water Supply	36,000	36,000	36,000	Legal and taxes	8,169	7,780	4,389
<b>Total Cost</b>	<b>4,497,906</b>	<b>4,095,633</b>	<b>4,073,440</b>	Bank Charges	1,701	1,620	2,194
				Postage	3,069	2,923	1,290
				Audit Fee	18,585	17,700	19,514
Maintenance - Civil							
Description	Budget (2020-21)	2019-20 (Projected Actual)	Budget (2019-20)	Festival Funding	44,988	42,846	40,915
Water Tank Cleaning (5% increase)	13,356	12,720	12,600	<b>Total Cost</b>	<b>182,910</b>	<b>174,200</b>	<b>178,391</b>
Sewerage / pump Cleaning (5% increase)	33,150	3,000	3,150				
Other repairs (5% increase)	341,900	325,619	349,327				
Spare Parts and Misc. (5% increase)	27,300	26,000	26,016				
<b>Total Cost</b>	<b>415,706</b>	<b>367,339</b>	<b>391,093</b>				
Electricity Charges (Common Area)		Till Nov 2019	Till Mar 2020	Electricity Charges (Individual Blocks)		Till Nov 2019	Till Mar 2020
ALAKTIKA COMMON METER		1,500	2,250	A type		7,500	11,250
HIG COMMON METER		161,000	241,500	B type		111,000	166,500
LIG COMMON METER		12,000	18,000	C Type		110,000	165,000
MIG COMMON METER		81,000	121,500	D Type		101,000	151,500
MIG/LIG SERVICE METER		27,000	40,500	E Type		83,000	124,500
Other common expenses		20,000	30,000				
<b>Total Common Expenses</b>		<b>302,500</b>	<b>453,750</b>	<b>Total Individual Block Expense</b>		<b>412,500</b>	<b>618,750</b>

### Maintenance Charges Fixation

Budget Head	Calculation Basis	F	E	D	C	B (WG)	B (WOG)	A	Total
No. of flats	Actuals	4	32	81	81	80	64	48	390
Builtup Area	Sqft	2108	2108	1400	1070	860	860	406	419286
No. of Lifts	Actuals	4		6	6	4		0	20
AMC - Lift	Actuals - Lift Share	7,416	7,416	4,944	4,944	1,854	1,854	0	1,334,940
AMC - Generator	Area Share	686	686	456	348	280	280	132	136,472
AMC - Fire Fighting System	Area Share except LIG	1,265	1,265	840	642	516	516	0	239,862
Fire Fighting Apparatus Refill	Actuals - Firefighting Apparatus Share	361	361	240	240	180	180	44	80,000
Facility Management	Area Share	22,614	22,614	15,019	11,478	9,226	9,226	4,355	4,497,906
Maintenance - Civil	Area Share	2,090	2,090	1,388	1,061	853	853	403	415,706
Electrical Maint., CCTV Maintenance & Consumables	Area Share	3,160	3,160	2,098	1,604	1,289	1,289	609	628,440
Generator - Diesel	Area Share	63	63	42	32	26	26	12	12,482
Electricity charges (individual blocks)	On Actual Meter Consumption	3,458	3,458	1,870	2,037	1,156	1,156	234	618,750
Electricity Charges (common area)	Area Share	2,281	2,281	1,515	1,158	931	931	439	453,750
Staff Salary	Area Share	1,123	1,123	746	570	458	458	216	223,329
Misc-Expenses	Area Share	920	920	611	467	375	375	177	182,910
<b>Total</b>		<b>45,437</b>	<b>45,437</b>	<b>29,769</b>	<b>24,581</b>	<b>17,143</b>	<b>17,143</b>	<b>6,621</b>	<b>8,824,546</b>
Less - 2018-19 Maintenance Fund Surplus	As per payment share	-1,062	-1,062	-696	-575	-401	-401	-155	-206,252
<b>Total Annual Maintenance</b>	<b>Total</b>	<b>44,375</b>	<b>44,375</b>	<b>29,073</b>	<b>24,007</b>	<b>16,743</b>	<b>16,743</b>	<b>6,467</b>	<b>8,618,294</b>
	Rounded up to Rs.10	44,370	44,370	29,070	24,010	16,740	16,740	6,470	8,617,920
Increase from 19-20	(In Rs.)	2,260	2,260	1,130	900	680	680	310	358,590
Quarterly Installment	Rounded up to Rs.10	11,100	11,100	7,270	6,010	4,190	4,190	1,620	8,625,600
Annual One-time Payment	3.5% Discount, rounded up to Rs.10	42,850	42,850	28,070	23,200	16,180	16,180	6,260	8,325,870

<b>2019-20 Figures</b>									
<b>Total Annual Maintenance</b>	<b>Total</b>	<b>42,110</b>	<b>42,110</b>	<b>27,940</b>	<b>23,110</b>	<b>16,060</b>	<b>16,060</b>	<b>6,160</b>	<b>8,259,330</b>
<b>Quarterly Installment</b>	<b>Rounded to '10</b>	<b>10,530</b>	<b>10,530</b>	<b>6,990</b>	<b>5,780</b>	<b>4,020</b>	<b>4,020</b>	<b>1,540</b>	<b>8,265,000</b>
<b>Annual One-time Payment</b>	<b>3.5% Discount, rounded to '10</b>	<b>40,650</b>	<b>40,650</b>	<b>26,990</b>	<b>22,320</b>	<b>15,520</b>	<b>15,520</b>	<b>5,950</b>	<b>7,977,990</b>

<b>Maintenance Surplus (2018-19)</b>									
<b>Breakup Surplus as per 2018-19 Audit plus Bank Interest</b>	259,404								
<b>Development Fund at end of 2018-19</b>	347,048								
<b>Actual Surplus as per 2018-19 Audit</b>	-87,644	<b>Subsidy - Bank Interest (Maintenance</b>	<b>293,896</b>						
<b>Surplus after Subsidy</b>	206,252								

<b>Yearwise Breakup</b>	<b>Year</b>	<b>F</b>	<b>E</b>	<b>D</b>	<b>C</b>	<b>B(WG)</b>	<b>B(WOG)</b>	<b>A</b>
	2012-13	30360	30360	20160	16176	11664	11664	4236
	2013-14	34129	30870	21925	18143	11094	10122	4050
	2014-15	39190	35390	25100	20690	12900	11770	4480
	2015-16	43710	39300	27420	22300	13990	12680	5170
	2016-17	42090	37950	26650	21840	13720	12490	4950
	2017-18	41630	37570	26400	21690	13590	12380	4930
	2018-19	39900	39900	26510	21340	15580	15580	6180
	2019-20	42,110	42,110	27,940	23,110	16,060	16,060	6,160
	2020-21	44,370	44,370	29,070	24,010	16,740	16,740	6,470

<b>Yearwise % Increase</b>	<b>Year</b>	<b>F</b>	<b>E</b>	<b>D</b>	<b>C</b>	<b>B(WG)</b>	<b>B(WOG)</b>	<b>A</b>
	2013-14	12.41	1.68	8.75	12.16	-4.89	-13.22	-4.39
	2014-15	14.83	14.64	14.48	14.04	16.28	16.28	10.62
	2015-16	11.53	11.05	9.24	7.78	8.45	7.73	15.40
	2016-17	-3.71	-3.44	-2.81	-2.06	-1.93	-1.50	-4.26
	2017-18	-1.09	-1.00	-0.94	-0.69	-0.95	-0.88	-0.40
	2018-19	-4.16	6.20	0.42	-1.61	14.64	25.85	25.35
	2019-20	5.54	5.54	5.39	8.29	3.08	3.08	-0.32
	2020-21	5.37	5.37	4.04	3.89	4.23	4.23	5.03

## Corpus Budget Fixation

Flat Type	A	B	C	D	E/F	Total
<b>Total Duration (years)</b>	15	15	15	15	15	
<b>No. of flats</b>	48	144	81	81	36	<b>390</b>
<b>Painting</b>						
Approx. Painting Area (sqft)	30,000	150,000	90,000	100,000	65,000	
Painting Rate (Rs / sqft)	8.3	8.3	8.3	8.3	8.3	
Patchwork Rate (Rs / sqft)	2.00	2.00	2.00	2.00	2.00	
Frequency in 15 years	2	2	2	2	2	
Total cost of Painting and Patchwork	618,000	3,090,000	1,854,000	2,060,000	1,339,000	<b>8,961,000</b>
Installment per flat per year	858	1,431	1,526	1,695	2,480	
<b>Lift</b>						
No. of Lifts	0	4	6	6	4	
Cost / Lift	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	
No. of Lifts to be replaced in 15 years	0	3	3	3	2	
Total Replacement Cost	0	3,000,000	3,000,000	3,000,000	2,000,000	<b>11,000,000</b>
Installment per flat per year	0	1,389	2,469	2,469	3,704	
<b>Generator, Other Infrastructure</b>						
No. of Items	1	1	1			
Cost / Item	550,000	825,000	2,000,000			
No. replaced in 15 years	1	1	1			
Total Replacement Cost	3,375,000					<b>3,375,000</b>
Installment per flat per year	764	382	673	673	673	
<b>Lifting Pump</b>						
No. of Pumps	1	1	1			
Cost / Pump	50,000	150,000	150,000			
Total No. of Pumps replaced in 15 years	2	2	2			
Total Replacement Cost	100,000	300,000	300,000			<b>700,000</b>
Installment per flat per year	139	139	101	101	101	
<b>Fire Equipment and Accessories, Misc.</b>						
No. of Equipment (Pumps, Motors, Fire Hose)	0	1	1			
Cost / equipment	0	25,000	75,000			
Frequency of Replacement in 15 years	0	1	1			
Total Fire Equipment	0	25,000	75,000			<b>100,000</b>
Misc. Painting (Garage, Community Hall, Grill, Boundary wall ....)	46,764	369,853	834,647			<b>1,251,264</b>
Plumbing	119,414	456,269	723,613			<b>1,299,296</b>
Additional Road Repair	19,001	120,747	269,066			<b>408,815</b>
Total	185,179	971,869	1,902,326			<b>4,692,635</b>
Installment per flat per year	257	450	641	641	641	
<b>Others</b>						
Replace / Repair Street Lampposts	75,000					
Road Repair	450,000					
Frequency in 15 years	3					
Total Cost	1,425,000					<b>1,425,000</b>
Installment per flat per year	244	244	244	244	244	
<b>Total Amount to be Collected in 15 years</b>	<b>1,628,564</b>	<b>8,713,023</b>	<b>6,869,095</b>	<b>7,075,095</b>	<b>4,234,598</b>	<b>28,520,375</b>

<b>Total Amount to be Collected in 15 years</b>	<b>1,628,564</b>	<b>8,713,023</b>	<b>6,869,095</b>	<b>7,075,095</b>	<b>4,234,598</b>	<b>28,520,375</b>
Collection in 2010-11 (as per current CORPUS payment)	4,705	5,500	9,975	10,075	13,110	3,113,850
Collection in 2011-12 (as per current CORPUS payment)	3,682	4,290	8,868	8,968	12,000	2,671,212
Collection in 2012-13 to 2015-16 (as per current CORPUS payment)	700	1,700	3,400	3,500	4,800	4,040,400
Collection in 2016-17	1,200	2,700	3,800	3,800	5,200	1,249,200
Collection in 2017-18	2,100	4,200	4,800	5,100	7,300	1,770,300
Collection in 2018-19 and 19-20	2,700	5,200	6,000	6,300	8,500	4,361,400
Projected Collection from 2020-21 for next 5 years	2,808	5,323	6,352	6,561	8,764	11,314,013
<b>Annual Installment rounded to '100</b>	<b>2,800</b>	<b>5,300</b>	<b>6,400</b>	<b>6,600</b>	<b>8,800</b>	<b>2,267,400</b>
<b>Increase from 2019-20</b>	<b>100</b>	<b>100</b>	<b>400</b>	<b>300</b>	<b>300</b>	<b>433,500</b>

#### Assumptions

- 1) All costs taken as current price, it is assumed that Cost escalation due to inflation and interest rate cancel each other
- 3) 2 patchwork and 2 full painting jobs in 15 years
- 4) 1 lift in each building and 1 generator in each type (HIG/MIG/LIG) to be replaced in 15 years
- 5) One additional lift to be replaced in 15 years in B type (total 3) to cater for significantly more lift usage in B type
- 6) 2 lifting pump in each type (HIG/MIG/LIG) to be replaced in 15 years
- 7) Fire Equipment to be replaced once in 15 years - in place of submersible pump from previous budgets
- 8) Generator, Other infrastructure, Lamppost - one time cost
- 9) Road repair - 3 times in 15 years
- 10) Adjusted per sqft rate of building external patchwork from Rs. 1 to Rs. 2 as per current quotations
- 11) Adjusted per sqft rate of building external painting from Rs. 8 to Rs. 8.3 as per current quotations
- 12) Added painting / patchwork expense for garage, grill, community hall, boundary wall and plumbing work
- 13) Adjusted additional cost of road repair in sq ft basis

<b>Corpus Fund Expenses So Far</b>				
<b>Flat Type</b>	<b>LIG</b>	<b>MIG</b>	<b>HIG</b>	<b>Total</b>
<b>Expenses till 2018-19</b>				
Fire Hose Box	0	0	40,721	40,721
Lifting Pump	50,795	88,542	88,542	227,879
Civil Work	49,084	0	0	49,084
Road Repair	38,478	115,432	158,720	312,630
MIG/HIG Reservoir Upgrade		121,095	88,356	209,451
Building Repair		464,679		464,679
Auto fan/light switch for Lift		21,959	87,834	109,793
Alaktika Direction Board	583	583	584	1,750
Building Civil Work	25,260			25,260
New Bank Account	2,000	2,000	2,000	6,000
Painting	194,036	1,047,610	2,039,979	3,281,626
Plumbing	126,490	483,307	766,494	1,376,291
Painting (final settlement)	231,188	753,195	1,459,468	2,443,851
Plumbing (final settlement)	3,430	11,174	21,651	36,255
<b>Total</b>	<b>721,344</b>	<b>3,109,576</b>	<b>4,754,349</b>	<b>8,585,270</b>
<b>Total Fund available in end of 2018-19 (Audited) including new Generator Collection</b>				
	<b>377,627</b>	<b>2,090,410</b>	<b>8,358,378</b>	<b>10,826,415</b>
Collection from new Generator Connection	95,000	242,500	272,500	610,000
<b>Expense 2019-20 - Bank Charges</b>	<b>0</b>	<b>0</b>	<b>382</b>	<b>382</b>
<b>Expense 2019-20 - Road Repair</b>	<b>155,908</b>	<b>531,469</b>	<b>833,808</b>	<b>1,521,185</b>
<b>Collection 2019-20 - till Nov 2019</b>	<b>123,770</b>	<b>723,890</b>	<b>1,292,800</b>	<b>2,140,460</b>
<b>Total Corpus Fund till Nov 2019</b>	<b>345,489</b>	<b>2,282,831</b>	<b>8,816,988</b>	<b>11,445,308</b>
<b>Road Repair - 2019-20</b>				
	<b>Total Cost</b>	<b>Budgeted</b>	<b>Extra Cost</b>	
HIG	833,808	564,742	269,066	
MIG	531,469	410,721	120,747	
LIG	155,908	136,907	19,001	
<b>Total</b>	<b>1,521,185</b>	<b>1,112,370</b>	<b>408,815</b>	

## Development Fund

<b>DEVELOPMENT FUND 2015-16</b>			
Community Hall Rent -A		94000	
Community Hall Rent -B		103000	197,000
Commercial Renting			38,500
Tenant Fee from Flat Owner			208,000
DG Backup Bill			10,974
<b>Total Income</b>			<b>454,474</b>
Less: Excess Expenses(till 2014-15)			
Collected - 853583/-			46,776
Less: Curtain for Community Hall			10,200
Television (Panasonic)			46,100
TV Electrical Material			1,165
AMC for AC maintenance			10,692
Electrical Wiring for Kitchen			2,650
Wooden TV cover Cabinete			6,707
			<b>124,290</b>
<b>Net Balance for year</b>			<b>330,184</b>
<b>Overall Balance</b>			<b>330,184</b>
<b>DEVELOPMENT FUND 2016-17</b>			
Community Hall Rent -A		50000	
Community Hall Rent -B		159000	209,000
Commercial Renting			46,000
Tenant Fee from Flat Owner			200,000
DG Backup Bill			23,283
<b>Total Income</b>			<b>478,283</b>
Less: Curtain for Alaktika Office			
20 nos PVC Armless Chair			1,100
Play Equipment for Children Park			12,300
Covering area Recreational Room			79,062
			<b>135,000</b>
			<b>227,462</b>
<b>Net Balance for year</b>			<b>250,821</b>
<b>Overall Balance</b>			<b>581,005</b>
<b>DEVELOPMENT FUND 2017-18</b>			
Community Hall Rent -A		64000	
Community Hall Rent -B		114000	178,000.00
Commercial Renting			29,000.00
Tenant Fee from Flat Owner			110,000.00
DG Backup Bill			15,128.00
<b>Total Income</b>			<b>332,128</b>
Less: Electrical wiring for Sports & Library Room			
Fan & LED tube light fittings for Recreational Room			10,610.00
Wall Clock for Community Hall A & B			13,280.00
Painting interior of C.Hall-B			1,600.00
Painting interior of C.Hall-A			77,171.00
Painting of all Parapit			111,685.00
Rubber Mat			62,305.00
Air Conditioner for Office			8,800.00
AMC for AC maintenance			36,940.00
Park Remodalation			10,800.00
CCTV Upgradation			27,280.00
			<b>40,510.00</b>
			<b>400,981.00</b>
<b>Net Balance for year</b>			<b>-68,853</b>
<b>Overall Balance</b>			<b>512,152</b>

<b>DEVELOPMENT FUND 2018-19</b>			
Income:			
Community Hall Rent -A		29000	
Community Hall Rent -B		64000	93,000.00
Commercial Renting			48,000.00
Tenant Fee from Flat Owner			142,000.00
DG Diesel			6,851.00
<b>Total Income</b>			<b>289,851</b>
Expenses:			
Less: HIG Kitchen floor repair			5,700.00
Recreational Room Infrastructure			147,270.00
AMC for AC maintenance			10,800.00
MIG/HIG Park Beautification			20,315.00
CCTV Upgradation			61,920.00
3 Nos. Air Conditioner installed (Two for Recreational Room & one for Community Hall -A)			208,950.00
			454,955.00
<b>Net Balance for year</b>			<b>-165,104</b>
<b>Overall Balance</b>			<b>347,048</b>
<b>DEVELOPMENT FUND 2019-20 (till Nov 2019)</b>			
Income:			
Community Hall Rent -A		91000	
Community Hall Rent -A(Gr.Fl)		18000	
Community Hall Rent -B		97000	206,000.00
Commercial Renting			152,100.00
Tenant Fee from Flat Owner			76,000.00
DG Diesel			4,414.00
<b>Total Income</b>			<b>438,514</b>
Expenses:			
Civil Work,Community Hall			13,600.00
Civil work,Garden			34,300.00
Civil Work, Parapit			81,525.00
Intercom Telephone			359,404.00
Digital Signage (planned, approx.)			50,000.00
			538,829.00
<b>Net Balance for year</b>			<b>-100,315</b>
<b>Overall Balance</b>			<b>246,733</b>
<b>DEVELOPMENT FUND 2020-21 (Planned)</b>			
Income (same as 2019-20):			
Community Hall Rent -A		91000	
Community Hall Facility Fee -A(Gr.Fl)		18000	
Community Hall Rent -B		97000	206,000.00
Commercial Renting			152,100.00
Tenant Fee from Flat Owner			76,000.00
DG Diesel			4,414.00
<b>Total Income</b>			<b>438,514</b>
Expenses:			
Entry Gate Boom Barrier			150,000
Facility Enhancement			300,000
Security Hut Renovation			200,000
			650,000
<b>Net Balance for year</b>			<b>-211,486</b>
<b>Overall Balance</b>			<b>35,247</b>

## 6. Fixation of Maintenance Charges & Corpus Fund (F/Y: 2020-21)

### Maintenance Charge Payment

	A	B	C	D	E/F
Quarterly Payment	1620	4190	6010	7270	11100
Annual One –time Payment (with Discount)	6260	16180	23200	28070	42850
Annual One –time Payment (without discount)	6470	16740	24010	29070	44370

#### Note:-

1. *Quarterly Payment Option* - to be paid within first 15 days of start of each quarter i.e.15th April 2020, 15th July 2020, 15th Oct 2020 and 15th January 2021.
2. *Annual Payment Option (with Discount)* - to be paid within 15 days of the start of the financial year i.e. 15th April 2020.
3. *Annual Payment Option (without discount)* - allowed up to 30<sup>th</sup> June 2020, without any late fee.

### Corpus Fund Payment

	A	B	C	D	E/F
Annual Payment	2800	5300	6400	6600	8800

Note: - To be paid within 30<sup>th</sup> June, 2020

#### For payment via Net Banking (NEFT/RTGS)

Pl. indicate name, flat no. and purpose (i.e. Maintenance 201920) [this is mandatory]

Name of Account ALAKTIKA HOUSING COMPLEX, NEW TOWN

Name of Bank: **Indian Overseas Bank, Rajarhat Branch**

Account No **223101000000174** for Maintenance Fund - Savings Account

**223102000000096** for Corpus Fund (LIG – A type) - Current Account

**223102000000097** for Corpus Fund (MIG – B type) - Current Account

**223102000000098** for Corpus Fund (HIG – C, D and E/F type) - Current Account

SWIFT CODE IOBAINBB015, **IFSC: IOBA0002231**

Email confirmation will be sent by the society after getting update from the bank. Receipts need to be physically collected later from the society office.

#### For sending payment via post

Pl. send Crossed Account Payee Demand Drafts/At Par Multicity Cheques / Local Cheques (Kolkata clearing) in favour of **ALAKTIKA HOUSING COMPLEX, NEW TOWN**, payable at Kolkata. Please write your name (Flat Owner's) and flat number on the reverse of the bank draft.

Address for posting -

**Secretary, Alaktika Housing Complex**

**New Town, Rajarhat**

**Action Area IID, PO. Hatiara**

**Kolkata - 700161**

Receipt will be issued from the association office only after realization.

## 7. Audit Report and Audited Balance Sheet (F/Y: 2018-19)



*Ghosh & Mallick*  
Chartered Accountants

### INDEPENDENT AUDITOR'S REPORT

TO THE MEMBERS OF  
ALAKTIKA HOUSING COMPLEX, NEW TOWN

(UDIN for this document is 19058241AAAAAJ7865)

#### Report on the Financial Statements

We have audited the accompanying financial statements of ALAKTIKA HOUSING COMPLEX, NEW TOWN at New Town, Action Area IID, P.O. New Town Action Area II, Kolkata 700157 which comprise of the Balance Sheet as at 31<sup>st</sup> March, 2019, and the Income & Expenditure Account and Receipts & Payments Account for the period then ended, and other explanatory information.

In our opinion and to the best of our information and according to the explanations given to us, the aforesaid financial statements give the information in the manner so required and give a true and fair view in conformity with the accounting principles generally accepted in India, of the state of affairs of the Entity as at 31<sup>st</sup> March, 2019, and Surplus for the year ended on that date.

#### Basis for Opinion

We conducted our audit in accordance with the Standards on Auditing (SAs) by the Institute of Chartered Accountants of India. Our responsibilities under those Standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Entity in accordance with the Code of Ethics issued by the Institute of Chartered Accountants of India together with the ethical requirements that are relevant to our audit of the financial statements and we have fulfilled our other ethical responsibilities in accordance with these requirements and the Code of Ethics. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Management's Responsibility for the Financial Statements

The management of the Entity is responsible for the preparation of these financial statements that give a true and fair view of the financial position, financial performance of the Entity in accordance with the accounting principles generally accepted in India. This responsibility also includes the maintenance of adequate accounting records in accordance with the provision of the Act for safeguarding of the assets of the Entity and for preventing and detecting the frauds and other irregularities; selection and application of appropriate accounting policies; making judgments and estimates that are reasonable and prudent; and design, implementation and maintenance of adequate internal financial control, that were operating effectively for ensuring the accuracy and completeness of the accounting records, relevant to the preparation and presentation of the financial statements that give a true and fair view and are free from material misstatement, whether due to fraud or error.

H.O. : 79/7B, A. J. C. Bose Road, Kolkata - 700 014  
Phone : 2265 8485, 2237 6606, E-mail : gmkmppg@gmail.com



**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 the Standards on Auditing and other applicable authoritative pronouncements issued by the Institute of Chartered Accountants of India. Those Standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal financial control relevant to the Entity's preparation of the financial statements that give true and fair view, in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on whether the Entity has in place an adequate internal financial controls system over financial reporting and operating effectiveness of such controls. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of the accounting estimates made by Entity's Management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion on the financial statements.

Place: Kolkata  
Date: 16th August 2019



For & on behalf of  
**GHOSH & MALICK**  
Chartered Accountants  
FR No. 323841E

  
Kaushick Mallick,  
Partner  
M No. 058241

**ALAKTIKA HOUSING COMPLEX, NEW TOWN**  
**Rahat Action Area-IID, PO, Hatiana, Kolkata-7000157**

**Balance Sheet as at 31st March, 2019**

Liabilities	As at 31st March, 2019	As at 31st March, 2018	Assets		As at 31st March, 2019	As at 31st March, 2018
<b>CAPITAL ACCOUNT</b>			<b>FIXED ASSETS</b>			
Corpus Fund (Sch - D)	10,826,415.00	8,196,133.00	As per Schedule - A		1,542,080.00	1,364,958.00
			INVESTMENTS:- (Ref. Sch D)			
			Fixed Deposits-Corpus Fund:-		7,916,098.00	7,075,098.00
			Fixed Deposits-Maintenance Fund:-		1,855,784.00	2,398,464.00
			Interest Accrued on F.D-Corpus Fund		919,104.00	421,571.00
			Interest Accrued on F.D-Maintenance Fund		151,348.00	158,211.00
			<b>CURRENT ASSETS, LOANS &amp; ADVANCES</b>		10,641,336.00	10,051,344.00
General Fund (Sch - G)	3,984,043.02	4,084,874.70	Corpus Fund Receivable(10-11)		11,000.00	15,705.00
			Corpus Fund Receivable(11-12)		24,812.00	29,202.00
			Corpus Fund Receivable(12-13)		12,400.00	14,100.00
			Corpus Fund Receivable(13-14)		0,000.00	10,700.00
			Corpus Fund Receivable(14-15)		16,800.00	15,500.00
			Corpus Fund Receivable(15-16)		23,100.00	23,100.00
			Corpus Fund Receivable(16-17)		32,300.00	38,700.00
			Corpus Fund Receivable(17-18)		42,200.00	38,700.00
			Corpus Fund Receivable(18-19)		88,600.00	77,600.00
			(Ref. Sch B)		238,912.00	224,607.00
			Maintenance Charges Receivable(10-11)		30,230.00	9,288.00
			Maintenance Charges Receivable(11-12)		07,480.00	36,230.00
			Maintenance Charges Receivable(12-13)		117,120.00	78,380.00
			Maintenance Charges Receivable(13-14)		129,680.00	118,230.00
			Maintenance Charges Receivable(14-15)		139,890.00	129,680.00
			Maintenance Charges Receivable(15-16)		139,600.00	176,850.00
			Maintenance Charges Receivable(16-17)		215,410.00	289,100.00
			Maintenance Charges Receivable(17-18)			
			Maintenance Charges Receivable(18-19)			
			(Ref. Sch C)		841,390.00	637,758.00
			Election Fund Receivable (Ref. Sch F)		300.00	300.00
			Diesel Stock-in-Hand (As Certified)		13,700.00	3,480.00
	14,790,258.02	12,281,107.70			13,277,717.00	12,482,447.00

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*Krishna Das Debnath*  
 Krishna Das Debnath  
 President

*A.K. Gupta*  
 Ashok Kumar Gupta  
 Secretary

*Somendra Pratap Singh*  
 Somendra Pratap Singh  
 Treasurer



Balance Sheet as at 31st March 2019 (Cont.)

Liabilities	As at 31st March 2019	As at 31st March, 2018	Assets	As at 31st March, 2019	As at 31st March, 2018
Balance b/f	14,790,458.02	12,281,107.70	Balance b/f	13,277,717.00	12,482,447.00
<b>DEPOSITS AND ADVANCES</b>			<b>LOANS AND ADVANCES</b>		
Security Deposits (Ref: Sch-E)	166,896.00	475,998.00	Prepaid to Ganuda Power Pvt Ltd	92,640.00	50,578.00
Excess Received From Flat Owners	70,136.00	45,056.00	Advance to Staff	12,000.00	2,296.00
Corpus Fund Received in advance (2019-20)	251,600.00	255,800.00	Receivable Electricity Charges	64,646.00	
Maintenance Charges received in advance (2019-20)	1,091,560.00	1,095,740.00			
Maintenance Charges Refundable	3,447.00	3,447.00			
<b>CURRENT LIABILITIES AND PROVISIONS</b>			<b>Cash And Bank Balances</b>		
Current Liabilities			State Bank of India A/c-647	372,048.75	1,561,575
Sundry Creditors	3,287.50	115,284.50	Indian Overseas Bank A/c-174	1,378,640.50	1,379,609.18
Audit Fees Payable	17,700.00	17,700.00	Indian Overseas Bank A/c-612	178,040.43	172,908.43
TDS Payable 2018-19	11,478.00	13,133.00	Indian Overseas Bank A/c-096	92,134.54	38,624.54
Outstanding Fire Fighting Exp	3,540.00	3,540.00	Indian Overseas Bank A/c-097	479,023.46	124,536.46
TDS efilling Fees payable	2,100.00	1,045.00	Indian Overseas Bank A/c-098	562,359.14	103,049.14
Telephone Expenses	1,083.00	1,246.00	Cash In Hand ( as certified )	3,060,846.82	1,834,343.50
Water Supply Charges Payable	9,000.00	9,000.00		30.70	824.70
<b>Provisions</b>					
Provision For Income Tax for A.Y. 2018-19		48,186.50			
Provision For Income Tax for A.Y. 2019-20 (Sch- H)		10,957.00			
		16,403,240.52		16,403,240.52	14,370,489.20

*Krishna Das Debnath*  
 Krishna Das Debnath  
 President

*A.K. Gupta*  
 Ashok Kumar Gupta  
 Secretary

*Somenitra Pralap Singh*  
 Somenitra Pralap Singh  
 Treasurer

Place: Kolkata  
 Date: 16-08-2019

PER OUR REPORT ON EVEN DATE  
*Ghosh & Mallik*  
 GHOSH & MALLICK  
 CHARTERED ACCOUNTANTS  
 PARTNER  
 16/08/19



**ALAKTIKA HOUSING COMPLEX, NEW TOWN**  
**Rajarat Action Area-IID, PO, Hatihara, Kolkata-7000157**

**Income and Expenditure Account for the year ended 31st March, 2019**

	F.Y 2018-19		F.Y 2017-18		F.Y 2016-17		F.Y 2017-18	
<b>Expenditure</b>								
<b>Maintenance Expenses</b>								
Civil Maintenance (Schd- J)	582,882.00	670,182.00	1,575,483.35	827,667.00	6,594.00	6,594.00	6,594.00	6,594.00
Electrical Maintenance (Schd- K)	487,344.00	540,171.00	8,747,481.35	827,667.00	6,382.00	6,382.00	6,382.00	6,382.00
Facility Management (Schd- L)	3,814,356.00	3,840,171.00	26,655.00	31,129.00	29,000.00	29,000.00	29,000.00	29,000.00
Fire Fighting System (Schd- M)	395,999.00	327,832.00	2,825.00	2,825.00	2,825.00	2,825.00	2,825.00	2,825.00
Generator Maintenance (Schd- N)	251,718.00	333,052.00	48,000.00	48,000.00	48,000.00	48,000.00	48,000.00	48,000.00
Lift Maintenance (Schd- O)	1,249,047.00	1,260,023.00	2,148,120.00	2,148,120.00	2,148,120.00	2,148,120.00	2,148,120.00	2,148,120.00
<b>Other Expenses</b>								
Office Expenses	13,686.00	10,751.00	3,435.00	500.00	500.00	500.00	500.00	500.00
Audit Fees	17,700.00	17,700.00	6,132.00	6,382.00	6,382.00	6,382.00	6,382.00	6,382.00
Bank Charges	2,936.88	1,813.95	26,655.00	31,129.00	29,000.00	29,000.00	29,000.00	29,000.00
Cultural Program Expenses	34,940.00	36,495.00	48,000.00	48,000.00	48,000.00	48,000.00	48,000.00	48,000.00
Interest on Income Tax & TDS	1,818.00	4,655.00	48,000.00	48,000.00	48,000.00	48,000.00	48,000.00	48,000.00
Computer Maintenance	3,120.00	4,970.00	2,825.00	2,825.00	2,825.00	2,825.00	2,825.00	2,825.00
Postage Charges	2,418.00	3,451.00	48,000.00	48,000.00	48,000.00	48,000.00	48,000.00	48,000.00
Legal Expenses	-	3,500.00	48,000.00	48,000.00	48,000.00	48,000.00	48,000.00	48,000.00
Printing and Stationery	29,280.00	25,697.00	48,000.00	48,000.00	48,000.00	48,000.00	48,000.00	48,000.00
Puja Ex-Gratia	39,300.00	38,700.00	48,000.00	48,000.00	48,000.00	48,000.00	48,000.00	48,000.00
Depreciation	223,301.00	198,857.00	48,000.00	48,000.00	48,000.00	48,000.00	48,000.00	48,000.00
Telephone Charges	27,118.00	28,993.00	48,000.00	48,000.00	48,000.00	48,000.00	48,000.00	48,000.00
Traveling & Conveyance	2,131.00	4,965.00	48,000.00	48,000.00	48,000.00	48,000.00	48,000.00	48,000.00
TDS Filing Fees	4,180.00	5,180.00	48,000.00	48,000.00	48,000.00	48,000.00	48,000.00	48,000.00
Start Pay & Allowances	198,456.00	189,000.00	48,000.00	48,000.00	48,000.00	48,000.00	48,000.00	48,000.00
Meeting Expenses	6,225.00	5,165.00	48,000.00	48,000.00	48,000.00	48,000.00	48,000.00	48,000.00
Discount on Maintenance Charges	176,650.00	18,187.00	48,000.00	48,000.00	48,000.00	48,000.00	48,000.00	48,000.00
Diesel Expenses	15,480.00	959,500.00	48,000.00	48,000.00	48,000.00	48,000.00	48,000.00	48,000.00
Electricity Charges	1,033,000.00	18,187.00	48,000.00	48,000.00	48,000.00	48,000.00	48,000.00	48,000.00
Website Maintenance Charges	2,678.00	2,631.40	48,000.00	48,000.00	48,000.00	48,000.00	48,000.00	48,000.00
<b>Ecess Of Income over Expenditure cd</b>								
	560,274.32	(49,587.35)	8,697,894.00	60,628.00	8,697,894.00	60,628.00	8,697,894.00	60,628.00
	560,274.32	560,274.32	9,195,058.00	9,195,058.00	9,195,058.00	9,195,058.00	9,195,058.00	9,195,058.00
Tax Expenses - Current Year	298,680.00	274,328.00	660,274.32	660,274.32	660,274.32	660,274.32	660,274.32	660,274.32
Tax Expenses - Prior Period	2,180.00	15,312.00						
Surplus (Transferred To General Fund)	259,404.32	274,328.00	274,328.00	274,328.00	274,328.00	274,328.00	274,328.00	274,328.00

Place: Kolkata  
 Date: 16/08/19  
 Krishna Das Debnath  
 President  
 Ashok Kumar Gupta  
 Secretary



Somendra Pratap Singh  
 Treasurer  
 PER OUR REPORT ON EVEN DATE  
 GHOSH & MALLICK  
 CHARTERED ACCOUNTANTS  
 PARTNER  
 16/8/19



**ALAKTIKA HOUSING COMPLEX, NEW TOWN**  
**Rajarhat Action Area-IID, PO. Hatihara, Kolkata - 7000157**

(A) Schedule of Fixed Assets as on 31.03.2019

Schedule - A

Sl	Assets	Rate	W.D.V on 01.04.2017	Additions/Deletion		Depreciation for the year			W.D.V on 31.03.2018	
				More than 180 Days	Less than 180 Days	Total Addition	More than 180 Days	Less than 180 Days		Total Depreciation During the yr
1	Computer & Printer	40%	1,434.00	-	-	-	574.00	-	574.00	860.00
2	Air Conditioner	15%	289,136.00	208,950.00	-	208,950.00	70,213.00	-	70,213.00	397,873.00
3	Pump	15%	79,505.00	-	-	-	11,926.00	-	11,926.00	67,579.00
4	CCTV Surveillance Camera	15%	134,827.00	-	61,920.00	61,920.00	20,224.00	4,844.00	24,868.00	171,879.00
5	Television	15%	25,417.00	-	-	-	3,813.00	-	3,813.00	21,604.00
6	Wheel Waste Bin	15%	33,019.00	27,553.00	-	27,553.00	9,086.00	-	9,086.00	51,486.00
7	Kids Play Equipment	15%	57,123.00	-	-	-	8,568.00	-	8,568.00	48,555.00
8	Furniture & Fixture	10%	65,373.00	-	-	-	6,537.00	-	6,537.00	58,836.00
9	Ceiling Fan & Tube light	10%	40,278.00	-	-	-	4,028.00	-	4,028.00	36,250.00
10	Porta Cabin	10%	58,980.00	-	-	-	5,898.00	-	5,898.00	53,082.00
11	Doctor's Chamber	10%	20,569.00	-	-	-	2,057.00	-	2,057.00	18,512.00
12	Facility Office	10%	19,135.00	-	-	-	1,913.00	-	1,913.00	17,222.00
13	Fire Hose Box	10%	65,711.00	-	-	-	6,571.00	-	6,571.00	59,140.00
14	Lamp Shade, Bottom	10%	57,248.00	30,000.00	-	30,000.00	8,725.00	-	8,725.00	78,523.00
15	Glow Sign Board	10%	39,475.00	-	-	-	3,947.00	-	3,947.00	35,528.00
16	Kitchen	10%	208,255.00	-	-	-	20,826.00	-	20,826.00	187,429.00
17	Office Filing Cabinate	10%	15,028.00	-	-	-	1,503.00	-	1,503.00	13,525.00
18	Contruction Partition Wall	10%	115,425.00	-	-	-	11,542.00	-	11,542.00	103,883.00
19	Floor Washing Machine	15%	5,950.00	-	-	-	892.00	-	892.00	5,058.00
20	Fire Coupling Hose	20%	63,070.00	-	-	-	12,614.00	-	12,614.00	50,456.00
21	Wooden Cabinet	10%	-	-	72,000.00	72,000.00	-	7,200.00	7,200.00	64,800.00
	<b>GRAND TOTAL</b>		<b>1,364,958.00</b>	<b>266,503.00</b>	<b>133,920.00</b>	<b>400,423.00</b>	<b>211,457.00</b>	<b>11,844.00</b>	<b>223,301.00</b>	<b>1,542,080.00</b>



*Krishna Das Debnath*  
 Krishna Das Debnath  
 President

*A.K. Gupta*  
 Ashok Kumar Gupta  
 Secretary

*Somendra Pratap Singh*  
 Somendra Pratap Singh  
 Treasurer



**ALAKTIKA HOUSING COMPLEX, NEW TOWN**  
Rajarhat Action Area-III, PO. Hatlara, Kolkata-700157

**(B) Corpus Fund Receivable as on 31st March, 2019**

	2018-19	2017-18	2016-17	2015-16	2014-15	2013-14	2012-13	2011-12	2010-11	Total
Type A	16,200.00	4,200.00	2,400.00	1,400.00	700.00	700.00	700.00	7,364.00	-	33,664.00
Type B	10,400.00	8,400.00	8,100.00	1,700.00	1,700.00	-	3,400.00	8,580.00	11,000.00	53,260.00
Type C	6,000.00	4,800.00	3,800.00	3,400.00	-	-	-	-	-	18,000.00
Type D	18,900.00	10,200.00	7,600.00	7,000.00	3,500.00	3,500.00	3,500.00	8,968.00	-	63,168.00
Type E & F	17,000.00	14,600.00	10,400.00	9,600.00	9,600.00	4,800.00	4,800.00	-	-	70,800.00
	<b>68,500.00</b>	<b>42,200.00</b>	<b>32,300.00</b>	<b>23,100.00</b>	<b>15,500.00</b>	<b>9,000.00</b>	<b>12,400.00</b>	<b>24,912.00</b>	<b>11,000.00</b>	<b>238,912.00</b>

**(C) Maintenance Charges Receivable**

	2018-19	2017-18	2016-17	2015-16	2014-15	2013-14	2012-13	2011-12	2010-11	Total
Type A	29,450.00	4,960.00	5,130.00	5,200.00	4,480.00	4,160.00	4,000.00	-	-	57,380.00
Type B	31,720.00	26,000.00	26,240.00	14,000.00	12,920.00	6,500.00	500.00	-	-	117,860.00
Type C	21,360.00	-	760.00	-	-	-	-	-	-	22,120.00
Type D	53,040.00	26,400.00	26,690.00	27,440.00	25,120.00	23,480.00	930.00	-	-	183,090.00
Type E & F	79,840.00	79,240.00	80,060.00	83,040.00	74,600.00	33,320.00	30,800.00	-	-	460,920.00
	<b>215,410.00</b>	<b>136,600.00</b>	<b>138,890.00</b>	<b>129,680.00</b>	<b>117,120.00</b>	<b>67,460.00</b>	<b>36,230.00</b>	<b>-</b>	<b>-</b>	<b>841,390.00</b>

**(D) Corpus Fund (HIG)**

Balance as on 01-04-2018										6,709,019.00
Add: Received During the year										
(i)				Corpus for the year of 2018-19				1,302,300.00		
(ii)				Late Fee for Corpus for the year of 2018-19				15,938.00		
(iii)				DG New Connection for the year of 2018-19				25,000.00		
(iv)				Interest on Corpus (Net of Tax@31.2%)				306,121.00		1,649,359.00
										<u>8,358,378.00</u>
Less:				Utilisation for Painting & Repair of Building						<u>8,358,378.00</u>

**Corpus Fund (MIG)**

Balance as on 01-04-2018										1,264,330.00
Add: Received During the year										
(i)				Corpus for the year of 2018-19				748,800.00		
(ii)				Late Fee for Corpus for the year of 2018-19				14,618.00		
(iii)				Interest on Corpus (Net of Tax@31.2%)				62,662.00		826,080.00
										<u>2,090,410.00</u>
Less:				Utilisation for Painting & Repair of Building						<u>2,090,410.00</u>

**Corpus Fund (LIG)**

Balance as on 01-04-2018										222,784.00
Add: Received During the year										
(i)				Corpus for the year of 2018-19				129,600.00		
(ii)				Late Fee for Corpus for the year of 2018-19				13,680.00		
(iii)				Interest on Corpus (Net of Tax@31.2%)				11,553.00		154,843.00
										<u>377,627.00</u>
Less:				Utilisation for Painting & Repair of Building						<u>377,627.00</u>

Corpus Fund (HIG) as on 31-03-2019	8,358,378.00
Corpus Fund (MIG) as on 31-03-2019	2,090,410.00
Corpus Fund (LIG) as on 31-03-2019	377,627.00
	<u>10,826,415.00</u>

*Krishna Das Debnath*  
Krishna Das Debnath  
President

*A.K. Gupta*  
Ashok Kumar Gupta  
Secretary

*Somenendra Pratap Singh*  
Somenendra Pratap Singh  
Treasurer



	As on 31-03-2019 (₹)	As on 31-03-2018 (₹)
<b>(E) Security Deposits</b>		
SECURITY DEPOSIT- BAPI BISWAS	-	68,688.00
SECURITY DEPOSIT- DECOR & DECOR	-	217,588.00
SECURITY DEPOSIT- MINTU SENGUPTA	44,549.00	44,549.00
Security Deposits-B.B Consortram	-	10,000.00
Security Deposits-ILFS	-	80,000.00
Security Deposits-Keemas Security & Fire Services	49,639.00	-
Security Deposits-Global Security and Facility Services	72,708.00	-
Security Deposits-Griups Facility and Services	-	5,173.00
Security Deposits-Starlite Infotech Ltd	-	50,000.00
Security Deposits-Star Security & Detective agency	-	-
	<u>166,896.00</u>	<u>475,998.00</u>
<b>(F) Election Fund Receivable</b>		
Type A	300.00	300.00
Type B	-	-
Type C	-	-
Type D	-	600.00
Type E	-	-
	<u>300.00</u>	<u>900.00</u>
<b>(G) General Fund</b>		
Balance at the Beginning	4,084,974.70	4,732,563.05
Add: Surplus from Income & Expenditure A/c During the year	259,404.32	-
	4,344,379.02	4,732,563.05
Less: Deficit from Income and Expenditure A/c During the year	-	323,915.35
	4,344,379.02	4,408,647.70
Less: Transfer to Corpus Fund Interest on Corpus Fund Investment (Net of Income tax)	380,336.00	323,673.00
Balance at the End	<u>3,964,043.02</u>	<u>4,084,974.70</u>
<b>(H) Provision</b>		
	FY 2018-19	FY 2017-18
Current Income Tax	298,680.00	274,328.00
Less:		
Advance Income Tax Paid	203,000.00	155,000.00
TDS	84,723.00	76,932.00
Provision for Taxation	<u>10,957.00</u>	<u>42,396.00</u>

  
Krishna Das Debnath  
President

  
Ashok Kumar Gupta  
Secretary

  
Somehdra Pratap Singh  
Treasurer



**ALAKTIKA HOUSING COMPLEX NEW TOWN**  
Rajarhat Action Area-II/D, PO. Hatihara, Kolkata-7000157

(i) **Investments**

Type	Bank	Fixed Deposit Account Numbers	Date Of Investment	As on 31-03-2019		Gross Interest Earned During The Year	TDS
				Face Value of Investment	Accrued Interest		
Corpus Fund							
HIG	Indian Overseas Bank	111400123	31.03.2017	6,699,675.00		456,071.00	45,607.00
HIG	Indian Overseas Bank	111500138	02.04.2015	375,423.00		43,987.00	4,399.00
HIG	Indian Overseas Bank	4000001727	26.04.2018	440,000.00		27,635.00	2,764.00
HIG	Indian Overseas Bank	4000001728	26.04.2018	70,000.00		4,396.00	440.00
MIG	Indian Overseas Bank	4000001729	26.04.2018	330,000.00		20,726.00	2,072.00
				<b>7,915,098.00</b>		<b>552,815.00</b>	<b>55,282.00</b>
Maintenance Fund							
	Indian Overseas Bank	4000000955	19.05.2017	531,153.00		30,984.00	3,098.00
	Indian Overseas Bank	4000000956	19.05.2017	531,152.00		30,984.00	3,098.00
	Indian Overseas Bank	4000000957	19.05.2017	593,479.00		34,620.00	3,462.00
				<b>1,655,784.00</b>		<b>96,588.00</b>	<b>9,658.00</b>
<b>Total</b>				<b>9,570,882.00</b>		<b>649,403.00</b>	<b>64,940.00</b>

**Corpus Fund Investments :-**

	As on 31-03-2019		As on 31-03-2018	
	Principle Amount	Accrued Interest	Principle Amount	Accrued Interest
HIG	₹ 7,515,098.00	₹ 896,494.00	₹ 7,075,098.00	₹ 421,571.00
MIG	₹ 330,000.00	₹ 18,654.00	₹ -	₹ -
LIG	₹ 70,000.00	₹ 3,956.00	₹ -	₹ -
	<b>₹ 7,915,098.00</b>	<b>₹ 919,104.00</b>	<b>₹ 7,075,098.00</b>	<b>₹ 421,571.00</b>



*Krishna Das Debnath*  
Krishna Das Debnath  
President

*A.K. Gupta*  
Ashok Kumar Gupta  
Secretary

*Somendra Pratap Singh*  
Somendra Pratap Singh  
Treasurer



**ALAKTIKA HOUSING COMPLEX, NEW TOWN**  
**Rajarhat Action Area-IID, PO. Hatiara, Kolkata-7000157**

Schedule	Year Ended 31st March, 2019	Year Ended 31st March, 2018
<b>J CIVIL MAINTENANCE</b>		
CIVIL MAINTENANCE	377,247.00	558,461.00
CIVIL WORK, SPORTS ROOM	147,270.00	-
CIVIL WORK, COMMUNITY HALL	5,700.00	188,856.00
CIVIL WORK, PARAPIT	-	62,305.00
CIVIL WORK, PARK	20,315.00	27,280.00
SEWERAGE & PUMP CLEANING	-	8,400.00
WATER TANK CLEANING EXPENSES	12,350.00	24,880.00
	<u>562,882.00</u>	<u>870,182.00</u>
<b>K ELECTRICAL MAINT. &amp; CONSUMABLES</b>		
AMC-ELECTRICAL MAINTENANCE	363,700.00	337,700.00
AMC-AC MAINTAINENCE	10,800.00	10,800.00
AMC-CCTV MAINTAINENCE	3,540.00	-
ELECTRICAL CONSUMABLE GOODS	41,658.00	73,183.00
ELECTRICAL MAINTENANCE CHARGES	16,101.00	76,188.00
REPAIRING & SPARE OF CCTV	47,745.00	29,510.00
REPAIRING & SPARE OF SUBMERSIBLE PUMP	3,800.00	-
REPAIRING & SPARE OF JOKEY PUMP	-	3,990.00
RUBBER MAT	-	8,800.00
	<u>487,344.00</u>	<u>540,171.00</u>
<b>L FACILITY MANAGEMENT</b>		
AMC-GARDENING	322,000.00	300,000.00
AMC-HOUSING KEEPING	1,312,802.00	1,300,455.00
AMC-PEST CONTROL	76,500.00	90,000.00
AMC-SECURITY SERVICES	1,864,916.00	1,930,190.00
GARDEN MAINTENANCE	76,139.00	93,564.00
HOUSE CLEANING MATERIALS	72,939.00	75,580.00
HOUSE KEEPING CONSUMABLE	18,938.00	-
PUMP REPAIRING	15,645.00	1,303.00
WATER SUPPLY CHARGE	36,000.00	36,000.00
MISC. AND OTHER EXPENSES	18,477.00	13,636.00
	<u>3,814,356.00</u>	<u>3,840,728.00</u>
<b>M FIRE FIGHTING SYSTEM</b>		
AMC-FIRE SERVICE	205,320.00	247,794.00
FIRE EXTINGUISHER REFILLING	75,650.00	10,030.00
FIRE EQUIPMENTS	14,750.00	-
FIRE FIGHTING	100,279.00	70,008.00
	<u>395,999.00</u>	<u>327,832.00</u>
<b>N GENERATOR EXPENSES</b>		
AMC-GENERATOR MAINTENANCE	88,182.00	85,423.00
GENERATOR OPERATING CHARGES	-	2,000.00
REPAIRING DG BACKUP	163,536.00	245,629.00
	<u>251,718.00</u>	<u>333,052.00</u>
<b>O LIFT MAINTENANCE</b>		
AMC-LIFT MAINTENANCE	1,236,047.00	1,172,205.00
LIFT LICENCE RENEWAL	6,000.00	6,000.00
LIFT REPAIRS	7,000.00	81,818.00
	<u>1,249,047.00</u>	<u>1,260,023.00</u>

*Krishna Das Debnath*  
 Krishna Das Debnath  
 President




*A.K. Gupta*  
 Ashok Kumar Gupta  
 Secretary

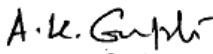
*Somendra Pratap Singh*  
 Somendra Pratap Singh  
 Treasurer



**ALAKTIKA HOUSING COMPLEX, NEW TOWN**  
**Rajarhat Action Area-II, PO. Hatihara, Kolkata-7000157**

Schedule	Year Ended 31st March, 2019	Year Ended 31st March, 2018
<b>P EXPENSES FROM CORPUS</b>		
PAINTING - HIG	1,459,468.00	
MIG	753,195.00	
LIG	-	2,443,851.00
	<hr/>	
PLUMBING - HIG	21,651.00	
MIG	11,174.00	
LIG	-	36,255.00
	<hr/>	
	-	<hr/>
		<hr/> <b>2,480,106.00</b>

  
 Krishna Das Debnath  
 President

  
 Ashok Kumar Gupta  
 Secretary

  
 Somendra Pratap Singh  
 Treasurer




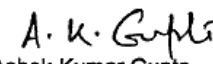
**ALAKTIKA HOUSING COMPLEX, NEW TOWN**  
**Rajarhat Action Area-IID, PO. Hatiara, Kolkata-7000157**

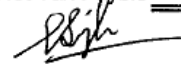
**Computation of Total Income for the year ended 31st March, 2019**

**Assessment Year: 2019-20**

	<u>Amount (₹)</u>	<u>Amount (₹)</u>
<b><u>Income from Other Sources</u></b>		
<b><u>Income from Interest</u></b>		
Bank Interest on FD	846,711.00	
Bank Interest on SB A/C-174	26,464.00	
Bank Interest on SB A/C-612	6,132.00	
Bank interest on SBI A/C	<u>3,435.00</u>	882,742.00
<b><u>Others Income</u></b>		
Recovery of Electricity Charges from Vendor	26,565.00	
Commercial Renting	<u>48,000.00</u>	74,565.00
<b>Total Income</b>		<b><u>957,307.00</u></b>
Tax on above	957,307.00	287,192.00
Add: Education Cess@4%		<u>11,488.00</u>
Gross Tax payable		<b>298,680.00</b>
Less: Advance Tax	203,000.00	
Less: TDS on FD	84,671.00	
Less: TDS on TTSL	<u>52.00</u>	287,723.00
		<b><u>Net Tax Payable 10,957.00</u></b>

  
 Krishna Das Debnath  
 President

  
 Ashok Kumar Gupta  
 Secretary

  
 Somendra Pratap Singh  
 Treasurer



## 8. Minutes of the 9<sup>th</sup> A.G.M

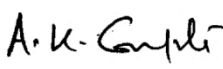
### MINUTES OF 9thAGM (2018-2019)

Minutes of 9thAGM of Alaktika Housing Complex held on 24/02/2019 at 10.00 AM at the space in the ground floor below Community Hall 'A' following the adjournment of the meeting convened on 17<sup>th</sup> February 2018, due to lack of quorum vide clause 10 of W.B. Apartment Ownership By-Laws, 1974. Total 41 members attended the meeting.

The meeting proceeded with agenda and discussed the following points.

1. Secretary's report was placed in front of the house and the same was discussed.
2. Quality of Gardening was appreciated by the House.
3. Audit report of FY 2017-18 was placed before the house and was accepted.
4. Both Maintenance Fund and Corpus Fund Budget were placed by the secretary and the same were approved by the house.
  - a. It was clarified to the House that the calculation of the common expenses as per built-up area of the flats has been done as per revised directive from Govt. and relevant section of the West Bengal Apartment Ownership act was presented to the House.
  - b. However, concerns were raised by the some members on whether to include the area of terrace for "built-up area" calculation of flat type 'F' the terrace space. Currently it is not included for the maintenance calculation as there is no clarity and guideline on how to calculate the contribution of terrace area in "built-up area". While the house approved the budget and maintenance fee calculation in its current form, it was suggested and agreed that the information needs to be sought from the competent authority regarding this.
5. It was decided that the Development Fund will be maintained as separate account – a resolution regarding the same was taken in the last AGM. The Secretary informed that it will be taken care of in the upcoming audit.
6. House was apprised of the quotation and selection process for Road Repair – approval for an approx. cost of Rs. 16 lakhs was sought and it was approved by the House.
7. House approved going ahead with new Intercom Installation and funding of the same from Development Fund.
8. House approved going ahead with Installation of two Signage boards and funding of the same from Development Fund.
9. Tree planting along the perimeter boundary wall was discussed – the Secretary informed that it will be taken up during next monsoon season.
10. Renting out of the ground floor of Community Hall A without Kitchen was approved with a rent of Rs. 2000/- for half day and Rs. 4000/- for full day.
11. Majority of the House agreed to go with the digital board installation agreement with M/s ABBIE and it was decided that the income against this will be managed in the development fund Account.
12. There was a proposal of creating a GYM facility in the ground floor of Community Hall A – this was discussed at length. There were questions raised by members around how the membership will be arranged, how the facility will be maintained etc. Since the proposal did not address these issues clearly, the House did not approve the proposal in its current form.

  
Krishna Das Debnath  
President

  
Ashok Kumar Gupta  
Secretary

## 9. Important Updates and Forms

### Association Website

[www.alaktika.in](http://www.alaktika.in) is our official website and our official email id is [alaktikahc@gmail.com](mailto:alaktikahc@gmail.com). All the members are requested to log on to our official web site to see important announcement & Notices. Any communications may please be made through our official email id given above.

**All important communication from society will be posted in the new website notice board,** and all members who have accepted the Alaktika Google Group invitation will get email alerts. Residents can communicate using the new website in three ways -

- Communicate directly with Board (complaints or suggestions) by lodging a complaint in the new website under appropriate head or sending a direct email to [alaktikahc@gmail.com](mailto:alaktikahc@gmail.com) addressing the president or the secretary – **this is the only official online communication channel that the board will respond to.**
- Residents can start a new discussion thread under the Alaktika Google Groups (need Google Sign-in). This is purely for residents to discuss mutual topics of interest and common problems - (website - <https://groups.google.com/d/forum/alaktika> or email at [alaktika@googlegroups.com](mailto:alaktika@googlegroups.com))
- A WhatsApp group among the residents have also been created – interested people may send their WhatsApp number to [alaktikahc@gmail.com](mailto:alaktikahc@gmail.com)

**DIFFERENT USEFUL FORMS**  
**TENANCY REQUEST FORM FROM FLAT OWNER**

The Secretary,  
Alaktika Housing Complex, New Town,  
P.O. Hatiara,  
Kolkata – 700161.

Subject: **APPLICATION FOR PERMISSION FOR TENANT / PAYING GUEST**

I, the undersigned, Ms./ Mr. \_\_\_\_\_ being the owner of flat no. \_\_\_\_\_, and car park no. \_\_\_\_\_, in Alaktika Housing Complex, New Town, Kolkata – 700157, hereby request you to permit Mr. / Ms. \_\_\_\_\_ of \_\_\_\_\_ mobile no. \_\_\_\_\_ to occupy my aforesaid flat for the period from \_\_\_\_\_ to \_\_\_\_\_ as a tenant. I am allowing / not allowing my appointed tenant to occupy my aforesaid car parking space.

I have cleared all the dues of the Association till date.

I am enclosing herewith two copies of the following documents for your perusal.

1. Request from Flat Owner to The Secretary, for letting out the flat.
2. Undertaking from the tenant in the prescribed format pledging to abide by the rules & regulations of the apartment owners' association
3. Bio-data of the tenant as per the proforma enclosed.
4. Two recent passport sized photographs of the tenant.
5. Photocopy of the agreement (notarized)/lease, between the apartment owner and the tenant.
6. Photocopy of any one of the following, having the photograph: Voter ID/ Passport/Aadhar Card/ Office ID
7. Whether the tenant will park his four wheeler/ two wheeler in the allotted parking space. If yes, registration no. of the vehicle \_\_\_\_\_.
8. Employer certificate.

Thanking you,

Yours truly,

Date:

Signature of the flat owner  
Present address of the flat owner:

Place:

Mobile / Telephone no.:  
E-mail:

**UNDERTAKING BY TENANT PROPOSING TO RESIDE AT ALAKTIKA HOUSING COMPLEX,  
NEW TOWN, KOLKATA – 700161**

Reference: FLAT NO. \_\_\_\_\_, CAR PARKING SPACE NO.: \_\_\_\_\_

Flat Owner(s) Name \_\_\_\_\_

Flat Owners' application dated \_\_\_\_\_ Sl. No. \_\_\_\_\_

I, Mr. / Ms. \_\_\_\_\_ s/o d/o w/o

\_\_\_\_\_ and permanent resident of \_\_\_\_\_

\_\_\_\_\_ hereby

undertake to state that I have read and understood all the rules & regulations that have been framed by the apartment owners' association and are applicable for the residents of Alaktika Housing Complex, New Town. As I will be staying in the above-mentioned flat of the said housing complex, I agree to abide by the same rules & regulations.

Signature of the tenancy applicant

Dated:

Place:

Full name (in block letters)

Mobile No.:

E-mail Id.:

Witness:

Facility Manager / Office Assistant  
Alaktika Housing Complex, New Town

Full Name:



**BIDHANNAGAR POLICE COMMISSIONERATE  
FORMAT FOR INFORMATION OF FLAT-OWNER / TENANT / PAYING GUEST**

1. Name of the Flat-owner \_\_\_\_\_ Age: \_\_\_\_\_
2. Residential Address \_\_\_\_\_  
\_\_\_\_\_ Contact No. \_\_\_\_\_
3. Occupation \_\_\_\_\_

**PARTICULARS OF TENANT**

1. Name (in block letters) \_\_\_\_\_ Age: \_\_\_\_\_
2. Father's / Husband's Name \_\_\_\_\_
3. Names of family members with relationship \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ Number \_\_\_\_\_
4. Address of working place \_\_\_\_\_  
\_\_\_\_\_
5. Contact No. \_\_\_\_\_ Occupation \_\_\_\_\_
6. Permanent address \_\_\_\_\_
7. Name & address of any known person in Kolkata / Salt lake \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
8. a. Identity Proof: \_\_\_\_\_  
b. Residence Proof: \_\_\_\_\_

Signature of the tenant / paying guest: \_\_\_\_\_

Sl. No.	Name & Father's / Husband's Name	Age	Occupation	Permanent Address	Address of Working Place / Educational Institution	Type of ID Proof	Name & Address of any known person	Signature
1								
2								
3								
4								



**BIDHANNAGAR POLICE COMMISSIONERATE  
FORMAT FOR INFORMATION OF DOMESTIC SERVANT**

Photograph  
Of  
Servant

1. Name of the Flat-owner \_\_\_\_\_ Age: \_\_\_\_\_
2. Residential Address \_\_\_\_\_  
\_\_\_\_\_ Contact No. \_\_\_\_\_
3. Occupation \_\_\_\_\_

**PARTICULARS OF SERVANT**

1. Name (in block letters) \_\_\_\_\_ Age: \_\_\_\_\_
2. Father's / Husband's Name \_\_\_\_\_
3. Permanent Address \_\_\_\_\_  
\_\_\_\_\_
4. Present Address \_\_\_\_\_  
\_\_\_\_\_
5. Contact No. \_\_\_\_\_
6. Name & address of any known person \_\_\_\_\_  
\_\_\_\_\_
7. a. Identity Proof: \_\_\_\_\_  
b. Residence Proof: \_\_\_\_\_

Signature / L.T.I. of the servant:

ALAKTIKA HOUSING COMPLEX, NEW TOWN  
REG. NO. 19A, OF 2010 DT. 7<sup>TH</sup> JULY 2010

FLAT OWNERS' DATA SHEET

**FLAT NO.:**

**PARKING LOT NO.:**

**1ST OWNER:**

NAME:	RECENT PHOTOGRAPH	FULL SIGNATURE
FATHER'S / HUSBAND'S NAME		SHORT SIGNATURE

**2ND OWNER:**

NAME: X	RECENT PHOTOGRAPH	FULL SIGNATURE
FATHER'S / HUSBAND'S NAME:		SHORT SIGNATURE

**PERMANENT MAILING ADDRESS:**

ALAKTIKA FLAT

**DESIRED ADDRESS FOR CONTACT**

--

MOBILE NO(S).	LAND-LINE NO(S).	E-MAIL I.D.

CONTACT DETAILS OF NEAREST RELATIVE:

NAME:	
ADDRESS:	
PHONE / MOBILE NO.:	
E-MAIL I.D.	

-----  
DETAILS OF FLAT

.D G. BACK UP: \_\_\_\_\_ watt.

INTERCOM NO.:

:

ALAKTIKA HOUSING COMPLEX, NEW TOWN  
KOLKATA – 7000157  
REG. NO. - 19A, of 2010, dated 7<sup>TH</sup> July 2010

**BOOKING OF COMMUNITY HALL**

For Office Use

Paid Total Amount: Rs. \_\_\_\_\_ (Rs. \_\_\_\_\_)

Cheque No. \_\_\_\_\_ Drawn on \_\_\_\_\_ dt. \_\_\_\_\_

Receipt No. \_\_\_\_\_

Common area maintenance charges / corpus fund cleared up to \_\_\_\_\_

Subsequent C.A.M. charges / C/F will have to be paid by \_\_\_\_\_.

Signature of the office staff:

Sir / Madam,

We hereby provisionally confirm the booking of M.I.G. / H.I.G. Community with / without diesel generator backup (within the permitted limit) on ..... on the Terms and Conditions stated below, in your name:

Mr./Ms..... of flat no. ....

1. Time: from 8 a.m. to 8 a.m., next day
2. Hall Booking Charges:
  - (a) Rs. .... per day as charges for maintenance
  - (b) Rs. .... per day as cost of power
  - (c) Rs. .... per day as cost of generator back up

Total: Rs. ....

3. No furniture or electrical fittings will be provided, other than the existing ones.
4. Cooking/lighting of fire is not allowed inside the Community Hall.
5. **Construction of bamboo pandal/temporary structures is not allowed on the terrace of the Community Hall A & B**
6. No sound system that is likely to disturb the residents, are to be operated at any time. No audio system should be used after 9 P.M.
7. Do not fix adhesive tape, gum, glue, etc. on the walls, fans etc. for decoration purpose. Any damage to wall, floor, fittings, sanitary items of the Community Hall should be avoided. The plants and trees inside the housing complex are not to be damaged in any way during decoration. In the event of any damage caused, the users will have to pay the charges for such damage, as may be decided by the Board of Managers of Alaktika Housing Complex, New Town.
8. There is no provision for parking of guests' cars inside the complex.
9. Care should be taken to avoid any disturbance to other residents.
10. The community halls are not meant for boarding/lodging purpose.

11. Community Hall should be cleaned by the user before vacating the same.
12. The pandal structure is to be removed by your appointed decorator at the earliest.
13. The flat owner to whom the hall has been allotted will have to clear all his/her dues to the Association at least 7 (seven) days before the date of allotment. In case of outstanding dues, the hall booking will be cancelled and the booking amount will be refunded by cheque, automatically.
14. A.C. charge is provided for only 6 hours. Additional charges will be paid extra pro rata basis, if A.C is run more than 6 hours.
- 15. Generator will be provided by the Association with hire charge extra, if required. No outside generator hire will be allowed.**

Please collect your Hall Permission slip from the office on \_\_\_\_\_. The Hall Permission slip is to be submitted to the Facility Supervisor/Security-In-Charge who will hand over the key of the community hall on receipt of the same. You are also requested to hand back the key of the community hall to the Facility Supervisor/Security-In-Charge, after use of the hall is over.

Thanking you,

Authorized signatory,  
Alaktika Housing Complex,  
New Town

I/We declare and confirm that I/we have read all the rules and regulations related to the booking of Community Hall inside the Alaktika Housing Complex, New Town, shall abide by all the terms and conditions as mentioned above.

.....  
Signature and date

Name: \_\_\_\_\_ Flat No.: \_\_\_\_\_

I have received the Hall Permission Slip on \_\_\_\_\_.

.....  
Signature and date

Name: \_\_\_\_\_ Flat No.: \_\_\_\_\_

Form to be filled up in duplicate, one copy is to be retained by the Association.

## 10. Resident Guidelines

### Security

#### Security Personnel Distribution

##### Peak hours – 7:00 am to 10:00 am and 7:00 pm to 11:00 pm

- 4 security personnel to be posted in Gate 3 and 2 including Supervisor
- 1 security personnel to be posted in Gate 5
- 1 security personnel to move between Gate 1 and Gate 4

##### Other times – 11:00 pm to 7:00 am and 10:00 am to 7:00 pm

- 3 security personnel to be posted in Gate 3 and 2 including Supervisor
- 1 security personnel to be posted in Gate 5
- 1 security personnel to be posted in Gate 1
- 1 security personnel to be posted in Gate 4

#### Duty of Security posted in Gates 01/04

1. Continuous Surveillance by moving around the roads by the side of 1B/2B/ in front of Gate 01, in front of blocks 1A/2A/3A, roads in front / behind of blocks 1E/2E from time to time, visual surveillance all the time
2. Opening/closing of Gate 4 during garbage collection by NKDA
3. Make sure pets do not commit nuisance on the roads / any other place of the complex

#### Duty of Security posted in Gate 05

1. Open gate only for residents going out or coming in on foot from 7:00 am to 7:00 pm and relock immediately
2. Visual Surveillance in the roads behind 1C/2C/3C, by the side of 3C/2E/3D during the above time
3. Continuous Surveillance by moving around the roads behind 1C/2C/3C, by the side of 3C/2E/3D from time to time (7:00 pm to 7:00 am)
4. No cars or outsiders to be allowed in Gate 5
5. Make sure pets do not commit nuisance on the roads / any other place of the complex

#### Duty of Securities posted in Gate 03 (and 02)

##### A. Responsibility of Supervisor –

1. For vehicles entering Alaktika
  - I. Entering the numbers of incoming vehicles as communicated by other gate securities.
  - II. If the vehicle is without Alaktika car sticker, then vehicle needs to be stopped to ask for destination and allowed only after confirmation with the concerned resident via Intercom.
  - III. If the vehicle number coming is known beforehand by the residents, they can inform the supervisor of the same in advance over intercom – this will speed up the entry process.
  - IV. Residents not having car stickers should be requested to get Alaktika car stickers issued for their cars from Alaktika Facility Manager and get it displayed prominently on their windscreens. Same holds good for two wheelers.

- V. Use CCTV camera to check if outside cars are going to the right building / parking in the right place
2. For regular vendors
    - I. Check the Identity Cards of regular vendors like (a) Milkman, (b) Paper Vendors, (c) Car Washing Labor, (d) Maids, (e) Scrap materials before allowing them in after keeping the Identity Cards Deposited
    - II. Housekeeping and Gardening vendors should sign in the log book before entering and exiting
    - III. Return the Identity cards when the above people leave Alaktika premises after due security checkup
  3. For other outsiders (food or courier delivery, cable TV, other service personnel)
    - I. If any food delivery or courier delivery comes, then Supervisor should confirm from the resident over Intercom, ask for Identity Cards issued by their companies, keep the identity card deposited and allow the delivery person to go to the respective flat
    - II. To track the delivery person over CCTV to ensure that they are going to the right flat
    - III. If in doubt / new person coming, can ask one of the security to accompany the delivery person
    - IV. Return the identity cards when they go out of Alaktika premises
  4. For other outsiders (guests visiting flats)
    - I. Supervisor should confirm from the resident over Intercom and allow the guest to go to the respective flat
    - II. To track the delivery person over CCTV to ensure that they are going to the right flat
    - III. On owner request, can ask one of the security to accompany the person

**B. Responsibility of Other Security persons -**

1. For Vehicles entering Alaktika
  - I. To open and close the Gate No. 03, as when required.
  - II. To inform the Supervisor the registration no of the Car/Motor Cycle etc. for entering in the Log Book for the day.
  - III. Check for the Alaktika sticker in vehicles.
  - IV. For vehicles without stickers, ask the driver about the destination flat, ask the car to be parked a t place without blocking the gate and inform the supervisor about the destination flat for confirming over Intercom
  - V. To make sure that all outside cars with drivers are parked outside the gate after dropping off the guest.
  - VI. Self-driven outside cars (after due confirmation from the resident) can be allowed to park at suitable vacant place within the complex without inconveniencing anybody
  - VII. Not to allow Truck small/big to enter the premises, unless specially permitted by the Secretary or President of the Society.
  - VIII. Physically check outside cars when they go out without any resident/guest on-board
2. For regular vendors
  - I. Direct all regular vendors (Milkman, Paper Vendors, Car Washing Labor, Maids, Scrap materials, House-keeping, and Gardening) with identity cards to the supervisor.
  - II. Not to allow regular vendor without identity card to come with in premises.

- III. To remind all the regular vendors that while leaving the premises to take their identity card. There should be physical checking when they leave. Gatepass should be asked from flat owner if the vendor are carrying anything out
3. For other Outsiders and Guests
    - I. Direct all outsiders without identity cards (including food delivery, courier delivery, guests) to Supervisor
    - II. Accompany outsiders to relevant flats if asked by Supervisor
4. Miscellaneous
    - I. After 12:00 clock midnight all the in-coming should enter the timing along with Flat No. in a separate register maintained for the purpose (for both vehicles and people coming in on foot)
    - II. To keep outside of main gate no -3 outside an encroachment free one (not allow any car or people block the entrance)
    - III. To keep a vigilant eyes against the misuse of water in the JalaSatra.
    - IV. Make sure pets do not commit nuisance on the roads / any other place of the complex

#### **Common**

- Once the Intercom is fully functional, mobile phones can be used only as a backup in case of Intercom faults / residents not available in their flats. All non-functioning of Intercom along with the flat numbers should be reported to the office
- ID card Issuance process – should be issued by Alaktika Facility Manager only after getting all relevant identity and address proof documents
- All security should have basic knowledge regarding fire-fighting.
- They will be alert regarding alarm bell sound and will take quick action
- One security will be do rounds inside complex at night from 11:00 pm to 5:00 am every hour and also during afternoon (1:00 pm to 4:00 pm)
- Supervisor should log any unnatural incidents happening in the register and inform the Alaktika office of the same
- No service vendor other than regular authorized ones (as in section A2 and A3 for Gate 3) with ID card issued, should be allowed to enter the complex at any time
- Entry of Brokers should allowed after proper authorization by the flat owner only during specified timings (Saturday, Sunday and public holidays - 10:00 am to 5:00 pm) and their number should be restricted (not more than 2-3 people at a time). Their movements should be tracked via CCTV
- If workers need to enter the complex for interior work in flats, the flat owner should inform the Facility Manager at least one day in advance with required identity proofs and obtain temporary permission to enter the complex. Security should ensure that there is no noise due to interior work in the flats between 1:30 pm to 4 pm. No work should be done after 6:00 pm and before 8:00 am. Night stay of workers is not allowed.
- Overnight parking of Visitor vehicle is allowed unless there is written request from the flat owner – however this should allowed only as exception and not on a regular basis.
- Residents moving furniture inside or outside should obtain prior permission from Facility Manager. The vehicles should not be allowed in or out without the gatepass obtained after permission.

- In case the corresponding resident is not available in their flats, the courier material can be kept at the Security Point after confirmation from the resident over phone.

## **Housekeeping and Environment**

### **CLEANLINESS IS NEXT TO GODLINESS**

- 1) All residents are requested not to throw litter indiscriminately in the complex. Litter bins are placed at different areas for this. The same is applicable for cigarette butts/gutkha pouches, plastic bags, food packets, etc. No material/water/liquids should be thrown inside the lifts as they damage the sensors. Please instruct your visitors/employees/servants regarding the same.
- 2) The daily household garbage should be placed for collection beside the apartment door in closed garbage bags/bins with lid only during the stipulated hours. The scheduled time of garbage collection is from 8.30 AM to 10 AM. Garbage cannot be kept outside in the lobby once collection has been done in that floor.
- 3) Common areas should not be encroached upon by keeping any personal belongings.
- 4) Clothes should not be dried in the lobbies/gardens/public places.
- 5) Residents are requested to keep their domestic pets in their own premises.
- 6) All residents are requested not to sketch graffiti/pencil sketches, etc. on the common area walls/inside the lifts/parked vehicles. The children should also be instructed not to do so.
- 7) Car washing should not be done in the garages as the floors are getting damaged.
- 8) Spitting on the walls, inside the lifts and campus roads is prohibited. Spitting and disposing of waste materials, cigarette butts from the balconies and windows are also prohibited. Please instruct your visitors/employees/servants regarding the same.
- 9) Plucking of flowers, leaves, damage to plants, grass & trees is prohibited.
- 10) The central lawn is a lawn and not a football or cricket field, hence it is not to be used for playing football/cricket or any similar games that is likely to damage the plants or grass carpet. All residents are requested to preserve the beauty of the lawn.
- 11) The residents are requested not to keep their personal effects in the common areas, lobbies or staircase. Keeping personal effects in common areas amount to encroachment.
- 12) The staircase should be vacated of all personal effects, as they are fire escapes, and fire prevention department has already expressed objection regarding this aspect during fire system audit.
- 13) Do not try to flush out solid waste material through the commode, as PHE department has fitted wire mesh at the exit points of the sewer pipes. If these exit points get clogged, the sewerage water would backflow inside the complex.
- 14) **DO NOT** allow kids to cross the fence and enter the space around the fountain pool. The walls of the pool are smooth, and there is no foot-hold or finger-hold that can be used to climb up.
- 15) **DO NOT** feed your pets in the common areas. Please keep your pets confined to your flat. These will not be allowed to roam about in the complex unattended.

These instructions may please be read with the existing norms already in vogue in the housing complex and enumerated in the by-laws of the Association. To strengthen the security of the residents of Alaktika Housing Complex, the Board has decided to introduce an Identity Card for external workers, maid etc. to prevent/restrict the entry of unauthorized persons inside the complex.

It should be every resident's endeavor to keep beloved Alaktika premises neat, clean, and safe for living comfortably, peacefully & harmoniously. Without every resident's c-operation and magnanimity it would not be possible to keep Alaktika Housing Complex clean and beautiful.

## 11. Resident Directory

No.	Flat No.	Owners' Name	Email	Intercom Number
1	1A-G01	ARSHAD ALI / AMINA KHATOON	arshadali2006@gmail.com	110
2	1A-G02	MIRA DUTTA	sujoydutta1942@gmail.co	418
3	1A-G03	SUBHAS CHANDRA PANDEY		132
4	1A-G04	JOSHOJIT MUKHERJEE	samir@dmconstructions.in	
5	1A-101	RUMA GHOSH	ruma_bu@rediffmail.com	
6	1A-102	ADHIR CHAKRABORTY		246
7	1A-103	PRABIR DAS	prabirkrdas@gmail.com	133
8	1A-104	SITANGSHU SEKHAR DUTTA / ALOKA DUTTA		402
9	1A-201	ARPITA DAS / KRISHNENDU DAS	kdas@hngil.com	325
10	1A-202	ADRISH BISI	adrisbisi@gmail.com	134
11	1A-203	ASHIS KUMAR PAUL / MITALI PAUL		
12	1A-204	SHIKHA CHAKRABORTY	asok.sen.29@gmail.com	320
13	1A-301	PROSENJIT SAHA	prasenjitsaha7274@gmail.com rubikundu3@gmail.com	136
14	1A-302	SOMENDRA PRATAP SINGH	spsingh370@gmail.com	245
15	1A-303	MOZAMMEL TARAFDER / KHABIRON BIBI		399
16	1A-304	SUDHA PANDEY	sarveshpandey74@gmail.com	135
17	2A-G01	VIJAY KUMAR SINGH	vijaybindu2001@yahoo.co.in	137
18	2A-G02	MOUMITA DUTTA	debashishdutta1952@gmail.com	386
19	2A-G03	VARSHA SHARMA	Jsrovescas@yahoo.com	138
20	2A-G04	SWASTIMOYEE DAS	bimaldas4931@gmail.com	350
21	2A-101	PRABIR DAS	prabirkrdas@gmail.com	141
22	2A-102	BITHIKA CHOWDHURY	family.member555@gmail.com	
23	2A-103	MIRA MUKHERJEE	kaushik_dvc@yahoo.co.in	
24	2A-104	MAHESH VADDI		139
25	2A-201	SUNIL KUMAR SINGH		
26	2A-202	SANJEET KUMAR GHOSH	sanjeet.ghosh@gmail.com	140
27	2A-203	TANUJ KUMAR BISWAS		
28	2A-204	SATARUPA MANDAL		333
29	2A-301	RAVINDRA SHAH	ravi.shah9870@gmail.com	401
30	2A-302	LAKSHMI KANT GHOSH		319
31	2A-303	DAYANAND PATHAK / ADARSH PATHAK	adarshpathak@rediffmail.com	
32	2A-304	SUNIL KUMAR PATHAK	spathak_1966@redifmail.com	172
33	3A-G01	PARTHA SARATHI BASU		272
34	3A-G02	CHANCHAL PYNE		365
35	3A-G03	BADAL MANDAL	Badalmandal42@gmail.com	321
36	3A-G04	SHEKHAR CHAKRABORTY	Ckkrabortyswapan36@gmail.com	423
37	3A-101	RAJESH CHAKRABORTY	rajesh_iiswbm@yahoo.co.in	180
38	3A-102	ABHIJIT GHOSAL	avijit201453@rediffmail.com	181
39	3A-103	SYED MOHD. ZAFAR	tabassumzafar@rediffmail.com	182

40	3A-104	RANJAN KUMAR SRIVASTAVA	drranjansrivastava@rediffmail.com info@renaissancehospital.in	
41	3A-201	ARUNABHA GHOSH	mailboxarunabha@gmail.com	330
42	3A-202	CHHIBI SANTRA		
43	3A-203	SUDEEP KUMAR MANDI		179
44	3A-204	BISWANATH SAHA		
45	3A-301	RABINDRA NATH RUDRA		176
46	3A-302	RUMA KUMARI		269
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289	1D-601	NIRMALYA CHAKRABORTY	nirmalya_2k@gmail.com	
290	1D-602	SOUVIK BANERJEE / MALAY KUMAR BANERJEE	souvik_mss@yahoo.com	455
291	1D-603	GOURDAS ROY / BHARATI ROY	gourdasroy@hotmail.com	
292	1D-701	AMIT KUMAR	amitkumar1977@gmail.com	275
293	1D-702	GAUTAM PAL	gautampal18@hotmail.com	104
294	1D-703	SURAJIT DHAR / DEBARATI DHAR	surajitdhar50@gmail.com	103
295	1D-801	SOUVIK GHOSH	d.bhattacharya62@gmail.com	375
296	1D-802	SIPRA KUMAR / DEBABRATA KUMAR	saikatkumar74@gmail.com	108
297	1D-803	RAJA MUKHERJEE	rmukherjee555@hotmail.com	313
298	1D-901	PARVEEN AGARWAL / VIBHA AGARWAL	agarwalparve@gmail.com	107
299	1D-902	GANESH BALOHARI MANDAL / KONIKA GANESH MANDAL		
300	1D-903	DR.ANURADHA PHADIKAR/ARUN MAITI		354
301	2D-101	SARIT KUMAR DAS / SHELLEY DAS	skdas@ee.iitkgp.ernet.in	334
302	2D-102	RAMKUMAR GUNIACHANDRASEKARAN / SANTA GHOSH	ggramkumar@yahoo.com	
303	2D-103	DEBASHISH BISWAS / PRADIPTA BISWAS	Dbis70@rediffmail.com	458
304	2D-201	ARINDAM BASAK / KALPANA BASAK	ramkanaibasak@yahoo.co.in	387
305	2D-202	SUBRATA DASGUPTA / SUSMITA DASGUPTA	subrata.dasgupta1968@gmail.com susmita.dasgupta68@gmail.com	126
306	2D-203	MANOJIT DAM	dam_1947@yahoo.in	
307	2D-301	SANDIP DATTA / PARAMITA DATTA	sandip0807.datta@gmail.com	
308	2D-302	BISWADEB BANDYOPADHYAY	biswadeb.bandyopadhyay@yahoo.co.in biswadeb.bandyopadhyay@in.ibm.com	410
309	2D-303	VIJAY KRISHNA OJHA / SHEILA OJHA	vijoy_3k_2000@yahoo.co.in	295
310	2D-401	RATHIN KR. RAY/KALPANA RAY	rathin_ray97@rediffmaill.com	312
311	2D-402	SASHANKA SHEKHAR BANERJEE / MALABIKA BANERJEE	ssb30101953@yahoo.com	431
312	2D-403	MANOJ KUMAR PATHAK / ARCHANA PATHAK	manoj_pathak4@yahoo.com	119
313	2D-501	AVIJIT DUTTA ROY	avijit_dr@yahoo.com	125
314	2D-502	SURYASISH GUPTA	suryagupta@hotmail.com	426

315	2D-503	PARTHA GHOSH / PAROMITA GHOSH	partha1971@gmail.com	
316	2D-601	RITA DAS	biplab_das33@yahoo.com	
317	2D-602	JAHARLAL BANERJEE / SAMPA BANERJEE	jaharlal.banerjee@rediffmail.com	
318	2D-603	AVIJIT MUKHERJEE / PURNIMA MUKHERJEE	gm.iitkgp@gmail.com	109
319	2D-701	ASHOK MANNA / TAPASI MANNA	ashokmanna@hotmail.com	288
320	2D-702	ANINDYA KUMAR BASU / SRABONI BASU	santool123@yahoo.com	318
321	2D-703	PRABIR KUMAR SANDELL / SUNANDA SANDELL	prabirsandell@gmail.com	317
322	2D-801	KAUSIK BAGCHI / URMI BAGCHI	kausikbagchi@hotmail.com	419
323	2D-802	SUVRAJIT NANDI / KRISHNA GOPAL NANDI	krishnagopalnandi@gmail.com	124
324	2D-803	QUAZI IMANUL HAQUE	imanhaq@rediffmail.com	306
325	2D-901	ASHISH KUMAR	ashu_kum@hotmail.com	123
326	2D-902	SANTANU GHOSH / URMI ROY CHAUDHURY	santanurmi@yahoo.com	122
327	2D-903	IFTEKAR ALI BISWAS	iabiswas@gmail.com	274
328	3D-101	SWAPAN KUMAR PANDA	skpandain@gmail.com	
329	3D-102	SANJAY KRISHNA / SANCHITA S.KRISHNA	skrishna@chtm.unm.edu	120
330	3D-103	AMIT KUMAR GHOSH / SUNITA GHOSH	ghoshak57@gmail.com	131
331	3D-201	SWAPAN KUMAR PRADHAN	swapankumarpradhan@yahoo.com	129
332	3D-202	KUNAL KANTI KONAR / TAPTI KONAR	konar_kk@yahoo.com	394
333	3D-203	SOUMEN CHAKRAVERTY	mail4nandita@gmail.com	427
334	3D-301	CHHABI TARAFDAR	ctdar@rediffmail.com	121
335	3D-302	BINOY KUMAR SEN / BISWADEEP SEN	senbiswadeep@gmail.com	393
336	3D-303	RUDRA PADA SARKAR / MAHUYA DATTA	<a href="mailto:rudra.sarkar@gmail.com">rudra.sarkar@gmail.com</a> mahuyad@gmail.com	310
337	3D-401	ANUP KUMAR NANDY / ENAKSHI NANDY	aknandy14@gmail.com	273
338	3D-402	PALLAB DASGUPTA / SAGARIKA DASGUPTA	pallab@cse.iitkgp.in	265
339	3D-403	RAJU MUKHERJEE	pkmukh@gmail.com	360
340	3D-501	DEVASHIS MULLICK / MITA MULLICK	dmullick2004@yahoo.co.in	
341	3D-502	SUNANDO DASGUPTA / SWAGATA DASGUPTA	sunando.dasgupta@gmail.com	130
342	3D-503	AMAR KR. SHAW		376
343	3D-601	SUPARNA DAS / KRISHNENDU DAS	supadas@in.ibm.com	128
344	3D-602	PALLAB KUMAR DUTTA ROY / PARTHA PRATIM DUTTA ROY	parthaduttaroy@yahoo.co.in	148
345	3D-603	KALYAN KUMAR DAS / SOMA DAS	soma.mitra.das@gmail.com	416

346	3D-701	SIDDHARTHA CHAKRABORTY / DALIA CHAKRABORTY	sidchak007@hotmail.com	353
347	3D-702	SUMITRO MAJUMDAR / MITALI MAJUMDAR	Sumitro.majumdar@gmail.com	
348	3D-703	CHANDAN MUKHOPADHYAY / PURNAVA MUKHERJEE	chandmukhar@yahoo.com purnava@yahoo.com	
349	3D-801	MADHU KILLA / VINAY KILLA	arunbanerjee@taiind.com	
350	3D-802	ROHAN GHOSH / NANDINI GHOSH	rohanghosh@taiind.com	150
351	3D-803	DIPAK KUMAR AGARWAL	dipak1075@gmail.com	
352	3D-901	PALASH GANGOPADHYAY / SUPARNA GANGOPADHYAY	P_ganguly3@rediffmail.com	
353	3D-902	DEBASISH CHATTOPADHYAY / SUCHITA (NANDI)CHATTOPADHYAY	debasishch64@rediffmail.com suchita.nandi@yahoo.com nandi.suchita@grse.co.in	266
354	3D-903	SIBOPROSAD SANYAL / SUSMITA SANYAL	sanyal_enterprise09@yahoo.co.in	127
355	1E-101	DEBOPRIYA MUKHERJEE / AMITAVA DALAL	debopriya@gmail.com	230
356	1E-102	ARUNIT MUKHERJEE / BEBEKANADA MUKHERJEE	arunit737@gmail.com	327
357	1E-201	VINAY DHANUKA	vinaydhanuka@gmail.com	144
358	1E-202	SABYASACHI SAHA / APARNA SAHA	sahasabya@hotmail.com	309
359	1E-301	ANUPAM DUTTA / DOLANCHANPA DUTTA	Anupam_dutta@yahoo.com	
360	1E-302	PRODOSH GANGULY / DR. BANI BANDANA GANGULY	gangulyprodosh@gmail.com	
361	1E-401	ANUPAM KAR / ANKITA KAR	anupamkar@yahoo.com	356
362	1E-402	SWAPAN KUMAR DAS / BULU RANI DAS	Manojbiswas76@gmail.com	146
363	1E-501	PRIYADARSHINI ROUTH	pkrouth@hotmail.com	
364	1E-502	BISWAJEET SEN GUPTA / MITUL MUKHERJEE	biswajitsengupta@gmail.com	326
365	1E-601	ARPAN PAL / SANGHAMITRA PAL	arpanpal2007@gmail.com	243
366	1E-602	DIPAK KUMAR ROY / SUCHITRA ROY	dipakroy@rocketmail.com	
367	1E-701	SUKDEB SUSHIL BASU / SUMITRA SUKDEB BASU	sukbasu@yahoo.com	293
368	1E-702	PRATYUSH DASGUPTA / OINDRILA DASGUPTA	pratyush_dasgupta@yahoo.co.in	
369	1E-801	SANDHYA GHOSHAL / KAMALA PADA GHOSHAL	bobbyghoshal@gmail.com	
370	1E-802	KAMINI R. JAIN	kams7820@hotmail.com	
371	2E-101	ARJOO BANDOPADHAY / DOLLY BANDOPADHAY	bandopadhay@reyonoldsls.com	428
372	2E-102	LALITA BARNWAL		336
373	2E-201	SUMIT DEY	sumrajdeep@rediffmail.com	147
374	2E-202	JOLLY BHATTACHARYA / ASIM BHATTACHARYA	asim_doha@yahoo.com	309
375	2E-301	SANDIP KUMAR KUNDU / PAMELA KUNDU	sandipkundu44@gmail.com	357

<b>376</b>	2E-302	SANJAY KUMAR MUKHERJEE / SONALI MUKHERJEE	sonalimuk123@rediffmail.com skumarm0109@gmail.com	359
<b>377</b>	2E-401	SANCHITA P BARDHAN / PARTHASARATHI S BARDHAN	parth_bardhan@yahoo.co.in partho67@gmail.com	
<b>378</b>	2E-402	AYON MANDAL / TITHIPARNA SENGUPTA	ayon.mandal@gmail.com	112
<b>379</b>	2E-501	SHILPI MUKHOPADHYAY / BIKRAMADITYA MUKHOPADHYAY	shilpi_mukhopadhyay@yahoo.com.hk bikram_mukhopadhyay@yahoo.com.hk	232
<b>380</b>	2E-502	MOUSUMI ROY / BASAB ROY	roybasab@hotmail.com	233
<b>381</b>	2E-601	SWAPAN KUMAR BHUIN	swapan.bhuin@wipro.com	113
<b>382</b>	2E-602	SUBIR DEYSARKAR / SULANGNA DEYSARKAR	sunbirds@rediffmail.com sulagnads@rediffmail.com	425
<b>383</b>	2E-701	KAUSHIK KUNDU / ARUNA KUNDU	kkundu@yahoo.com	331
<b>384</b>	2E-702	SUBHADIP CHATTERJEE / SASWATI CHATTERJEE	subhdipsas@yahoo.com	231
<b>385</b>	2E-801	RITA PAL / GAUTAM PAL	gautampal18@hotmail.com	111
<b>386</b>	2E-802	SWAPNA CHHETRI	swapan_chhetri@yahoo.co.in	143
<b>387</b>	1F-901	RAKESH BATRA / NANDINI SINHA BATRA	rbatra81@gmail.com	
<b>388</b>	1F-902	SANDIP KAR / REKHA KAR	Sandip.kar@rediffmail.com	342
<b>389</b>	2F-901	BIPUL RANJAN SARKAR	bipulranjans@yahoo.co.in	315
<b>390</b>	2F-902	ASHOK KUMAR SHAW/ ASHA SHAW	ashokpremium1@gmail.com ashapremium1@gmail.com	284

## 12. Board of Managers and Sub-Committees

### Board of Managers

SI NO	FLAT NO	NAME OF THE CANDIDATES	Inter com	Mobile No
1	1D-402	ANINDA DASGUPTA	358	9830304670
2	2E-601	ARPAN PAL	243	9830112993
3	1C-203	ARABINDA ADHIKARY		8984625204
4	1B-702	ASHOK KUMAR GUPTA	223	9433113108
5	2F-902	ASHOK KUMAR SHAW		9830381191
6	1C-101	ASIM KUMAR BASU	277	9432669971
7	1B-305	BAL BHADRA MISHRA	254	9874389304
8	1C-902	KRISHNA DAS DEBNATH	279	9477067175
9	2D-802	KRISHNA GOPAL NANDI	124	9831618181
10	2D-403	MONOJ KUMAR PATHAK	119	9830192148
11	1B-203	MRINMAY BISWAS	258	9836607659
12	1B-206	PINAKEE DEY	247	9433099296 9074305890
13	1B-506	RAKESH KUMAR	215	9831534008
14	2C-202	DR. SAMARESH CHANDRA DAS	155	9434040280
15	2B-301	SAMIR KUMAR NATH	189	9830852680
16	2B-906	DR. SAMRAT BASU	209	9830088926
17	2B-805	SANDEEP KUMAR BOSE	205	9433123408
18	2B-803	SITANGSHU KUMAR SAHA	294	9830637810
19	1A-302	SOMENDRA PRATAP SINGH	192	9836094833
20	2B-107	SONALI KADAM	238	9748944489
21	3D-902	SUCHITA NANDI(CHATTOPADHYAY	266	9831550412
22	2D-202	SUSMITA DASGUPTA	126	9432800561
23	1C-301	SWAPAN KUMAR BISWAS	267	9874162477
24	2A-G01	VIJAY KUMAR SINGH	137	8961165911

### Sub-committees

	<u>Sub-Committee</u>	<u>Members</u>	<u>Flat No.</u>	<u>Mobile</u>	<u>Intercom</u>
1	Budget	Arpan Pal (Convenor) Ashim Basu Vijay Kr. Singh Krishna Gopal Nandi Sucheta Nandi	1E -601 1C -101 2A G01 2D -802 3D -902	9830112993 9432669971 9903332030 9831618181 9831550412	243 277 137 124 266
2	Security	Mrinmoy Biswas (Convenor) Pinakee Dey Dr. S.C.Das Rakesh Kumar Aninda Dasgupta	1B -203 1B -206 2C -202 1B -506 1D -402	9836607659 9433099296 9434040280 9831534008 9830304670	258 247 155 215 463
3	Gardening	Arabindo Adhikary(Convenor) Samir Kr. Nath Sucheta Nandi Pinakee Dey	1C -203 2B -301 3D -902 1B -206	8984625204 9830852680 9831550412 9433099296	369 189 266 247
4	Civil	Pinakee Dey (Convenor) Arabindo Adhikary Susmita Das Gupta Rakesh Kumar	1B -206 1C-203 2D -202 1B -506	9433099296 8984625204 9432800561 9831534008	247 369 126 215
5	Elect./Fire/Generator/ Lift	Samir Kr. Nath (Convenor) Ashok Shaw Sandeep Bose	2B -301 2F -902 2B -805	9830852680 9830381191 9433123408	189 248 205
6	Purchase & Tender	Sucheta Nandi (Convenor) Pinakee Dey Arabindo Adhikary Monoj Pathak Dr. S.C.Das	3D -902 1B -206 1C -203 2D -402 2C-202	9831550412 9433099296 8984625204 9830192148 9434040280	266 247 369 119 155
7	Sports	Sitangshu Kr Saha (Convenor) S P Singh	2B -803 2B -302	9830637810 9836094833	294 192
8	Cultural	Susmita Das Gupta (Convenor) Dr. Samrat Basu Samir Kr. Nath	2D -202 2B-906 2B-301	9432800561 9830088926 9830852680	126 209 189
9	Fund Management	Asim Basu(Convenor) Dr. S. C. Das K.G.Nandi Swapn Biswas	1C -101 2C -202 2D -802 1C -301	9432669971 9434040280 9831618181 9874162477	277 155 124 267
10	Housekeeping work supervision	Rakesh Kumar (Convenor) Bal Bhadra Mishra Sonali Kadam Sandip Bose Manoj Pathak	1B -506 1B -305 2B -107 2B -805	9831534008 9874389304 9748944489 9433123408	215 254 238 205
11	Website management	Arpan Pal (Convenor) Anindo Das Gupta	1E -601 1D -402	9830112993 9830304670	243 463
12	CCTV & Intercom	K.G.Nandi (Convenor) Pinakee Dey Arpan Pal Mrinmay Biswas	2D -802 1B -206 1E -601 1B -203	9831618181 9433099296 9830112993 9836607659	124 247 243 258

### 13. Important Communications

To,  
The Chairman,  
~~H.O.G.~~ N.K.D.A  
New town, Kolkata- 700156.

Dated – 21.10.2019

Subject : An appeal to look into the suggestions for better living at New Town

Dear Sir,

We the resident of ALAKTIKA HOUSING COMPLEX at AA – IID wants to highlight of the following points for your perusal. We have already notified our complain to your Toll free number for attention, but without any result till today.

Details of the Docket Nos are as follows:-

- 1) Docket No - 30812 dated 06.09.2019 ( 1st complain)
- 2) Docket No – 31006 dated 24.09.2019 ( 2<sup>nd</sup> complain)
- 3) Docket No – 31280 dated 18.10.2019 ( 3<sup>rd</sup> complain)

When we consider Toll free Nos of N.K.D.A as an eye wash and for documentation purpose only. Today we want to highlight more issues which are hampering our easy living at New Town. The issues are as follows :-

- 1) Use of open field on the side of the Road – 674 as big garbage dump area needs to be stopped and to be cleaned immediately to save guard against the spread of DENGUE VIRUS and to avoid any infection thereby.
- 2) Request to make the above mentioned open ground by the side of Road No – 674 as play ground for children and of the New Town AA – IID.
- 3) Daily congestion of White Taxi's since morning 07 hrs. to 22 hrs. at night to remove from the Road No – 674.
- 4) Bumpers near our main gate at ALAKTIKA HOUSING COMPLEX at Road No -674 to be erected.

The above mentioned issues to be treated as early as possible as any delay will attack DENGU INFECTION at New Town AA – IID like fire.

Expecting an early action, thanking you in anticipation.

Yours faithfully,

*K. D. Debnath*

(Krishna Das Debnath)  
President

For and on behalf of  
Alaktika Housing Complex, New Town,  
Kolkata – 700161  
Mobile No.9831618181



KOLKATA DEVELOPMENT AUTHORITY  
RECEIVED

21 OCT 2019

CONTENTS NOT VERIFIED

ALAKTIKA HOUSING COMPLEX, NEW TOWN

STREET NO.674, ACTION AREA II-D, P.O. NEW TOWN AA-II, KOLKATA - 700161

TELEPHONE NO. 033-40620274, 66036200, 25266969

e-mail: alaktikahe@gmail.com

REG. NO. 19A, OF 2010 DT. 7<sup>TH</sup> JULY 2010

**PRESIDENT**  
Krishna Das Debnath

**VICE PRESIDENT**  
Arabindo Adhikary  
Samir Kr. Nath

**SECRETARY**  
Ashok Kr. Gupta

**JOINT SECRETARIES**  
Manoj Kr. Pathak  
Sitangshu Kr. Saha

**TREASURER**  
Somendra Pratap  
Singh

**JOINT TREASURER**  
Swapan Kr. Biswas

**MEMBERS:**  
Aninda Dasgupta  
Arpan Pal  
Ashok Kr. Shaw  
Asim Kr. Basu  
Bal Bhadra Misha  
Krishna Gopal Nandi  
Minmay Biswas  
Pinakee Dey  
Rakesh Kumar  
Dr. S. C. Das  
Dr. Samrat Basu  
Sandeep Kr. Bose  
Sonali Kadam  
Sucheta Nandi  
Susmita Dasgupta  
Vijay Kr. Singh

Ref.: ALAK/WBP/01/2019 -20

Dated: 01/12/2019

To,  
The Officer (In Charge)  
Eco Park Police Station  
Bidhannagar Commisionerate  
New Town- 700161

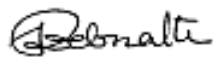
**Sub: Rowdism on Street no 674 of New Town**

Sir,

We feel it appropriate to bring it to your kind notice that street no 674 is infested with groups of rowdy boys and girls. Every day after dusk 10 to 12 motor bikes carrying young boys and girls, approx. 25 of them, throng the **Street no.674**. They keep on indulging in abusive languages amongst themselves, ride bikes and cars at break-neck speed. The behaviour of these young people is becoming a menace for the people of the locality. They also are sometimes seen taking intoxicating drinks/materials on the road side. This is posing a security threat to the people residing in the vicinity, specifically for the women coming back home from office.

In view of above you are requested to undertake immediate steps, like frequent police van patrolling etc, to free the people of the locality from the feeling of insecurity of moving on the street no. 674 and also prevent happening of any untoward incident in future. Anticipating your immediate favourable action.

Regards,

  
( K.D.Debnath )  
President

*Received but content not verified*  
A.S.I  
A.K. Gupta *for Mr. Molla*  
( A.K.Gupta )  
Secretary *dt- 06/12/19*



Copy to:- 1) Deputy Commissioner of Police (Airport Division)  
Bidhannagar Police Commisionerate  
Bidhanagar-

for information please



**ALAKTIKA HOUSING COMPLEX, NEW TOWN**  
STREET NO.674, ACTION AREA II-D, P.O. NEW TOWN AA-II, KOLKATA - 700161  
TELEPHONE NO. 033-40620274, 66036200, 25266969  
e-mail: alaktikaht@gmail.com  
**REG. NO.19A, OF 2010 DT. 7<sup>TH</sup> JULY 2010**

**PRESIDENT**  
Krishna Das Debnath

**VICE PRESIDENT**  
Arabindo Adhikary  
Samir Kr. Nath

**SECRETARY**  
Ashok Kr. Gupta

**JOINT SECRETARIES**  
Manoj Kr. Pathak  
Sitangshu Kr. Saha

**TREASURER**  
Somendra Pralap  
Singh

**JOINT TREASURER**  
Swapna Kr. Biswas

**MEMBERS:**  
Aninda Dasgupta  
Arpan Pal  
Ashok Kr. Shaw  
Asim Kr. Basu  
Bal Bhadra Mishra  
Krishna Gopal Nandi  
Minmay Biaswas  
Pinakee Dey  
Rakesh Kumar  
Dr. S. C. Das  
Dr. Samrat Basu  
Sandeep Kr. Bose  
Sonali Kadam  
Sucheta Nandi  
Susmita Dasgupta  
Vijay Kr. Singh

Ref: ALAKWBAOAct-CA/05/20/2019-'20

Dated: 21/01/2020

The Competent Authority,  
Under the W B A O Act, 1972  
Housing Dept., Law Cell,  
New Secretariat Buildings, 1st floor, A Block,  
1, Kiran Shankar Roy Road,  
Kolkata-700001

Dear Sir,

**Sub: Assessment of share of common expenses under Bye-law 20(1) & (2) of the Act.**

We are in the process of assessing share of common expense for each apartment of Alaktika Housing Complex, New Town, Action Area-IIID, Kolkata-700161 having the registration no. as stated above for the year 2020-21.

We seek your direction/ruling as to whether in terms of Bye-Law 20(1) & (2) of the West Bengal Apartment Ownership Bye-Law, 1974, the Built Up Area of terrace/roof and/or parking space/garage declared in the Declaration filed to the Competent Authority will be considered for assessment of share of common expenses in respect of the apartment to which it is connected or not?  
Please help us with your direction and oblige.

Yours faithfully,

*A. K. Gupta*

**Ashok Kr Gupta**  
(Secretary)

For & on behalf of  
Alaktika Housing Complex, New Town



ALAKTIKA HOUSING COMPLEX, NEW TOWN  
STREET NO.674, ACTION AREA II-D, P.O. NEW TOWN AA-II, KOLKATA - 700161  
TELEPHONE NO. 033-40620274, 66036200, 25266969  
e-mail: alaktikahc@gmail.com

REG. NO. 19A, OF 2010 DT. 7<sup>TH</sup> JULY 2010

**PRESIDENT**  
Krishna Das Debnath

**VICE PRESIDENT**  
Arabindo Adhikary  
Samir Kr. Nath

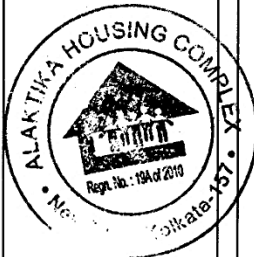
**SECRETARY**  
Ashok Kr. Gupta

**JOINT SECRETARIES**  
Manoj Kr. Pathak  
Sitangshu Kr. Saha

**TREASURER**  
Somendra Pratap  
Singh

**JOINT TREASURER**  
Swapan Kr. Biswas

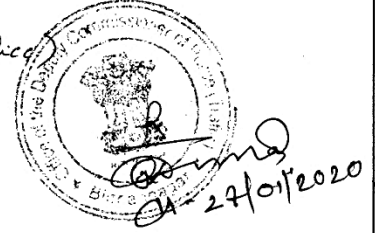
**MEMBERS:**  
Aninda Dasgupta  
Arpan Pal  
Ashok Kr. Shaw  
Asim Kr. Basu  
Bal Bhadra Misha  
Krishna Gopal Nandi  
Mrinmay Biaswas  
Pinakee Dey  
Rakesh Kumar  
Dr. S. C. Das  
Dr. Samrat Basu  
Sandeep Kr. Bose  
Sonali Kadam  
Sucheta Nandi  
Susmita Dasgupta  
Vijay Kr. Singh



ALAK/F-19/2019-20

Date: 24.01.2020

To,  
The Deputy Commissioner of Police, (Traffic)  
Airport Division  
Bidhannagar City Police  
Kolkata - 700156



**Sub: Speed breaker required on Street no 674 in front of our Complex**

Sir,

We feel it appropriate to bring it to your kind notice that street no 674 is becoming very dangerous for pedestrian to walk safely on the road. Every day Cabs and Racing bikes moves in high speed putting threat to lives and properties of residents. Both sides of the road are congested due to the parking of commercial cabs and vehicles parked in the road side Garage for repairing purpose. Due to the Parking of vehicles on both sides of the road and fast moving vehicles we do not find a safe walk way for daily commute of residents of the locality on **Street no.674.**

In view of above it will be highly appreciated if **speed breakers** can be installed in front of our gates and installation of some Iron barricades in front of our gate number 3, so that the speed of the vehicles can be reduced and we feel little safe while coming on the street. This act will prevent happening of any untoward incident in future. Anticipating your immediate favourable action in this regard.

Regards.

K. D. Debnath.  
(K.D. Debnath)  
President

A. K. Gupta  
(A.K. Gupta)  
Secretary

## 14. Important Telephone Numbers

Association	Landline	Mobile	Intercom
Office	40620274	7595044405	200
Security Gate (2/3)		7595044401	100
Gate No-5		7595044404	203
Facility Manager		7595044403	201
Mr. Sunil Ghosh		9432388202	
Water / Electricity		7595044402	202

### Hospitals

IPGMER SSKM Hospital	- 22041100
R G Kar Medical College	- 25557656
Calcutta Medical College	- 22123741/3853
NRS Medical College	- 22897122
Institute of Child Health	- 98308 97576 / 9433895019
Ramakrishna Seva Prathisthan	- 24753639
Shambhunath Pandit	- 23022800
Apollo Gleneagles Hospital	- 23203040 / 2122, 1066
Fortis Hospital	- 66276800
Medica Hospital	- 9152162173
RN Tagore Hospital	- 9152165541
Peerless Hospital	- 24622394
Belle View Nursing Home	- 9152154735
Nightingale	- 9152790567
Woodlands	- 24567075
BM Birla	- 24567777
Ruby Hospital	- 39871800
Charnock Hospital	- 40500900
Zoom Healthcare	- 25708428
AMRI Salt Lake	- 66147700 / 66063800
Anandalok	- 92521698
Columbia Asia	- 39898969
Ohio Heart Hospital	- 6602 6602
Tata Medical Center	- 6605 7000
Narayana Hospital	- 9152362503

### Blood Bank

Central Blood Bank	- 23510619 / 20
Medical College	- 28640392 / 9934208632
Association of voluntary blood donor's Association	- 22271022

### Ambulance

- 102

**Police / Fire Station**

POLICE HELPLINE	- 100
NEW TOWN POLICE STATION	- 23246076
P.S.In-Charge, NEW TOWN POLICE STATION	- 9073343335
Eco Park Police Station	- 29623333
Cyber P.S.	- 2359-5589
Women P.S.	- 2367-0006 / 9073343343
BIDHAN NAGAR POLICE CONTROL ROOM	- 2335-8788 / 2341-0465/ 2335-1287 (F) / 8336973500
BIDHAN NAGAR POLICE TRAFFIC CONTROL	- 2324-0053 / 9051213100
FIRE HELPLINE	- 101
BIDHAN NAGAR FIRE SERVICE	- 2357 5293/ 8584027198/199
FIRE STATION HEAD QUARTER	- 2252 2222 / 8584027148
NATURAL DISASTER MANAGEMENT FORCE	- 2262362
WBSIEDCL	- 23372885

**Gas Agencies**

Indane	
Uttarayan Gas Service	- 25727656
Green Indian	- 25730542
Gopalpur Indane	- 25195168
Emergency Call Centre	- 1906 / 9874026702, 9007106111
Megacity Bharat Gas	- 25707895
HP Gas	- 25700808