



ALAKTIKA HOUSING COMPLEX,

NEW TOWN

Annual Report 2013-14

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1. Introduction & Message from the out-going President

The apartment owners' association of Alaktika Housing Complex is gradually outgrowing its infant stage and is fast becoming a toddler, since its formation in 2010 after being registered under The West Bengal Apartment Ownership Act, 1972. The functioning of the Association, Alaktika Housing Complex, New Town, is guided by the W.B. Apartment Ownership Bye-Laws, 1974, and the bye-laws adopted in the first A.G.M. of the Association.

There are 389 members in this association, as one flat still remains un-allotted/un-sold.

The main objective of the Association is to maintain and develop the common areas and the common assets of this housing complex efficiently and in most economic manner possible. The Association will have to ensure that all the apartment owners are able co-exist in the most cordial manner.

This year, the Association had focused on improving ambience inside the housing complex, improving the safety and security of the residents, mobilizing resources to the maximum and consolidating the fiscal situation. This is in addition to the usual routine of housekeeping, pest control, security service, fire prevention, generator maintenance, electrical repairs, plumbing and gardening. The CCTV coverage has been extended, and now real time intervention is possible by the security personnel. Every effort has been made to reduce the electricity bill on the one hand and improving the illumination inside the complex, on the other.

A new initiative has been undertaken to create a database of all the flat owners with photographs and current contact details of the respective flat owners. This will help in establishing better & secure communication channels with the members. This process is well under way.

The Board of Managers, this year has worked hard to solve the income-tax issue, and at present there are no arrears due. Keeping in mind the difficulty faced by this board, we have resolved not to pass on the burden of income tax for the financial year 2013-'14 upon the next board, and intend to pay the taxes by 31st March 2014.

For the successive years there have been some observations made in the auditor's report regarding the Corpus Fund management. The Board of Managers has addressed this issue by capitalizing the interest earned from the investments made under the head of Corpus Fund. Also, we have segregated and trifurcated the Corpus Fund according to LIG, MIG & HIG, to avoid any ambiguity in the future. These issues will be reflected in the next Auditor's Report. Here, I would like to mention that the Corpus Fund has been utilized for meeting expenses in three instances this year: installation of spare LIG pump, concrete work behind the LIG buildings and setting up of two fire-hose boxes in each of the HIG towers.

The Association had been in touch with various government agencies (HIDCO, NKDA, New Town P.S., etc.), throughout the year, and the most fruitful outcome of this liaison had been the initiation of mutation process. We have attended all the meetings that had been convened by HIDCO-NKDA, to highlight all the problems that are faced by the residents.

Almost every day the Board Managers were presented with a new problem/situation. They have tried their level best to meet these challenges. I salute them for their humble efforts, and for their

love of Alaktika. In this connection I would like to add that there was quorum in all the convened Board Managers' Meetings and none had to be deferred due to lack of it.

There are some internal issues that could not be addressed by this Board in spite of its best efforts. Complete co-operation from all flat owners are needed in these issues. These are:

1. Clearing of all common areas of personal effects.
2. Free access to all entrance/exits
3. Denying unrestricted entry of real-estate brokers
4. Tendency of some flat owners in letting out their flats without following proper procedure
5. Arbitrary and visually un-becoming installation of A.C. machines.

I hope that the AGM will provide a solution to these problems, which will be binding upon all the members/residents.

As Alaktika ages with time there will be more need for civil repair work. The challenge for the forth coming boards would be to anticipate such repair work, allocate funds for these and effectively counter the inflationary trends.

The Board of Managers thanks all the apartment owners for their continuous help, suggestions, constructive criticism and support in running the affairs of the Association.

I wish all the members of the next Board a very successful tenure and would like to end with this famous quotation:

“Old order changeth, yielding place to new,
And God fulfills himself in many ways,
Lest one good custom should corrupt the world.”

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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.2B - 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.I 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 7th 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 4th A.G.M.

No.- ALAK/AGM/2013-14

Dated: 19/11/2013

The 4th Annual General Meeting of the Association of Alaktika Housing Complex, New Town, is proposed to be convened on **2nd February 2014 (Sunday) at 10.00 A.M. at Community Hall B of Alaktika Housing Complex** vide sub rule (6) of Rule (4) of The W. B. Apartment Ownership Bye-Laws, 1974 to transact the following business:-

1. To consider & adopt the Annual Report- 2013-'14 of the Association and proposals for the year 2014-'15.
2. To consider & adopt the Audit Report- 2012-'13 of the Association.
3. To consider, approve and adopt Annual Budget for the Year-2014-'15 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-2013-'14.

All members 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 9th February 2014 at the same time & venue, vide sub rule (10) of Rule (4) of The W. B. Apartment Ownership Bye-Laws. No quorum will be required in the adjourned meeting.

Sujit Goho
President

Pinakee Dey
Secretary

Deep Shankar Bhattacharya
Treasurer

Distribution:

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

4. Notice for Election of Board of Managers (2014-15)

NOTICE No.- ALAK/Election Notification/2013-14

Dated 19th November 2013

The Board of Managers in its 8th monthly meeting held on 17th November 2013 appointed Mr. Gautam Banerjee, Mr. Samar Kumar Roy Choudhary, and Mr. Bijay Kumar Choudhury as Returning Officers to conduct the election process for the Year 2014-'15 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-2014-'15.**

The Election is going to be held on 2nd FEBRURY 2014, Sunday, at Community Hall A. 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) of 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 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 (can also be downloaded from the official website www.alaktika.mycolony.in)	From 15th Jan. 2014	
2	Last date of submission of Nomination Forms	27.01.2014	7.30PM
3	Display of list of provisionally valid candidates after scrutiny	28.01.2014	7.30 PM
4	Last date of withdrawal of nomination	30.01.2014	6.00 PM
5	Publication of final list of valid contesting candidates OR Declaration of names of Board Managers winning uncontested	01.02.2014	12.00 PM #
6	Date & Time of election if the number of eligible candidates is more than 24 in number.	02.02.2014	09.30 AM to 1.00 PM
7	Counting of votes and declaration of result, in the event of election.	02.02.2014	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 31.01.2014, and reflected in the bank statement, updated at 10.30 A.M. on 01.02.2014. 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. Gautam Banerjee :
2. Mr. Samar Kumar Roy Choudhary:
3. Mr. Bijay Kumar Choudhury:

Pinakee Dey
Secretary

Sujit Goho
President

Deepshankar Bhattacharya
Treasurer

5. Secretary's Report

As aptly pointed out by the outgoing President, Alaktika has really outgrown its infancy and has ventured into a toddler stage, when support from stretching hands are required to prevent it from tripping over. Stepping on the solid foundation laid by the previous Boards, the current Board took over the management of Alaktika Association with w.e.f. 1st April 2103 with the motto of giving the best to the members.

Vision

To provide the best possible management, by optimal usage of the available resources for the betterment of the Alaktika in terms of ambience, facilities & monitoring.

Mission

- Mobilization of Resources, for optimal Results
- Reduce Electricity consumption
- Enhance Security System for bettering monitoring of potential threats
- Improve the esthetic look of the Campus

Achievements

- Installation of stop-cock valves at the lowest point of the fresh water supply pipe-line in every tower. This helped in easy and regular periodic discharge of the stagnant water and accumulated sediment at the bottom most part of the supply pipe thus eliminating the possibility of breeding of water worms therein.
- Total cleaning of the Sewage & Storm Water drains in the Campus thus eliminating water logging. This has been done for the first time.
- Door – to –door collection of garbage was initiated on a priority basis for the first time at Alaktika, with proper-lidded garbage bins.
- Keeping the fire fighting system updated by routine health check-up of the same.
- Undertaking Roof treatment of the Community Hall-B to repair the seepage that had occurred.
- Two fire hose boxes have been installed in every HIG tower, each box housing two hose pipes. These are located in the ground floor and fifth floor of each building.
- Some warnings had been issued to the previous Board regarding some deficiencies inside Alaktika, by the Fire Audit team deputed by NKDA, in 2012-'13. These were rectified by this board in the most urgent manner. No adverse comments were issued during the audit in 2013-'14
- The fire alarm system in 3C building had broken down completely. This has been repaired.
- Painting of the Ground Floor Lobbies of all towers with washable oil paint for maintaining the cleanliness of the lobbies.
- Painting of the campus gates, pool fence, pump-room gates etc. to prevent them from rusting. Community Halls were also painted.
- The rain-water harvesting unit has been totally serviced and repainted.
- Painting of the common area Grills, Windows & Iron Hand Rails in all towers to increase their life.
- Replacement of all broken windowpanes and affixing of Glass Putty (which had become very hard and brittle) in all towers having MS-grill window frames in the common areas. This step will prevent the glass panes from falling off and getting broken.
- The potholes on the concrete on the floor in the space between towers 1C and 2C have been repaired.
- Repair of the stacked garden brick-wall fencing and roadside embankments, as and where they got damaged.

- Repair & Replacement of the damaged concrete drain pit/manhole covers and concrete slabs in the campus.
- The brick-work at the canopied parking-space in front of the D-Type buildings, adjacent to the boundary wall, has been totally repaired.
- Concrete has been laid from the LIG generator to the back of 1A building, including the two vacant spaces that are there between the A Type buildings. This has facilitated the cleaning of the back portion of the A type towers by the housekeeping staff and has reduced damp that rose from the earthen floor. The back portion of these towers had become a safe haven of snakes & insects, which has been eliminated.
- All rubbish and concrete debris that had accumulated over time in Alaktika has been cleaned. The space under Community Hall A has been cleared of stone-chips/sand, etc. Rubbish has even been removed from the pavement outside Alaktika.
- One standby Centrifugal pump has been installed for the A Type flats. This will cater to their need for lifting of water to the roof-top tanks in the event of failure on the part of the earlier one.
- The siphon tank attached to the centrifugal lifting pumps in both the HIG & MIG pump rooms is sucking in air whenever the pumps are being operated, thus rendering the pumps unusable and may subsequently lead to their break-down. Thus these siphon tanks have been replaced by more effective check-valves, so as to keep both the pumps in working condition.
- Pipe-line connections have been made from the submersible pumps. These outlets are being used for gardening purpose. This is saving electricity, and also keeps the pumps in running condition.
- Persuading the NKDA authorities to illuminate the south-eastern side of campus and also to declare the side adjacent to the Gates 1-4 of the campus as “No Parking Zone”. The road on the north-east side has also been illuminated with streetlights.
- The white lamp-shades, fitted to the street lamps, inside the complex are being replaced by transparent fiber shades. This has increased illumination inside the campus but will reduce the electricity consumption, as the previous 27 watt CFL lamps have been replaced by 13 watt lamps. Further low wattage, LED lamps have been placed at vulnerable corners to provide better illumination.
- The aviation lights on top of 3D and 1B towers had broken down. These have been replaced by low consumption LED lamps with automatic sensors.
- The campus had already been put under CCTV surveillance by the previous Board. However, the CCTV surveillance has now been extended along the entire periphery, with the installation of 12 more cameras. With the monitor being placed at the security hut at the Main Gate the entire periphery of the campus has been placed on Real Time Monitoring by the Security. The cameras installed at the entrances of every building are of the ‘dome’ type – this will increase the field of vision, as compared to the ‘bullet’ type.
- The Central Lawn and the elevated portion in the Garden at front of the gate together with the cemented vases have been given a fresh coat of paint to increase the aesthetic look of the campus. The damaged pebbled floor of the central lawn has been repaired adequately.
- Rain water was seeping into the fuse boxes at the bottom the street-lights, due to faulty construction, and was causing frequent short-circuiting. This problem has been attended to.
- Coupled with the painting, various types of flowering plants- both seasonal & all-season variety have been planted. Throughout the year at least 5000 plants and trees have been planted inside Alaktika. Some exotic plants have been planted in the campus. There are now two patches of rose gardens inside the complex. Most of the hedges that had been damaged have been repaired by planting new ones. The bougainvillea fence that is present near the boundary wall adjacent to the D-Type towers has been trimmed for the first time, and now the area appears properly ‘dressed’. This area was infested with snakes prior to this trimming. Plants/shrubs and trees in the campus have been properly trimmed to bolster their growth.

Every effort has been made to boost the ambience of the campus. Trees like neem, palash, chhatim, and bakul has been planted on the pavement outside the housing complex.

- A granite structure has been fashioned in between the 2nd and 3rd gates of Alaktika. The entrance to our housing complex looks more sober now.
- Emission problem from the MIG generator was addressed to, with the minimum of expenditure.
- Keeping with the decision made in the first AGM regarding the accounting and usage of Corpus Fund accumulation, this Board has segregated the said fund category-wise and has decided to invest the Corpus Fund Category-wise, to avoid future complication, subject to approval of the AGM.
- The Facility Supervisor has been relocated on the ground floor of Community Hall A for easy access. The process of partitioning his office is under way.

The Board has already initiated the process of appointing a contractor for the road repair. As a heavy expenditure is involved in this work, we are treading very carefully in this matter. We hope this work will be completed by this month end.

The Areas of Failure

Despite sincere efforts this Board has failed to fulfill certain other goals:

- Clearing of all common areas of personal effects.
- Free access to all entrance/exits
- Denying unrestricted entry to real-estate brokers
- Tendency of some flat owners in letting out their flats without following proper procedure
- Arbitrary and visually un-becoming installation of A.C. machines.
- Building of Community Hall Kitchens.
- Total stopping of un-authorized car-parking.

Major Concerns

- 1. Previously, as guided by tax-consultants, the Board was paying income tax @ equivalent to personal income-tax rates. But after receiving several notices from the income tax authorities and advice of a different tax expert, it transpired that our Association has to pay tax at a flat rate of 30% on its earnings. So, we had to clear arrear amounts, with penalty, to the tune of Rs.3.5 lakhs at one go, in this financial year. This amount was not included in the budget approved in the last AGM. In addition the current board wishes to clear its tax dues by 15th March 2014 as Advance Tax, so that this burden is not passed over to the next Board and also to lessen the penalty. So, the deduction of Income Tax from the interest earned out of Corpus Fund investment has become a major concern of the Association as it is eating heavily into the Corpus Fund build-up. The Board of Managers wants the sanction of the General Body of the Association for permission to invest in Tax-free Bonds to save heavy taxation.**
- 2. None of the towers of Alaktika have any fire rescue balcony, as all the flats have their own balcony. But now most of these have been grilled-up without any provision for escape in the event of fire breaking out.**

New Proposals for Earnings in Next FY

1. Increase current Community Hall Rent – Hall A to Rs. 4000 and Hall B to Rs. 6000
2. Fix Community Hall takeover / handover time as 6:00 AM to 8:00 AM (next day) – bookings exceeding this time should pay extra one day booking charges
3. Create a Development Fund for creation of New Infrastructure with following Break-up:
 - a. Community Hall Rent and other income from Commercial Renting - past and future (approx. Rs. 3,50,000/- accumulated till date, after adjustments)

- b. Charge Processing fee of Rs. 2500/- per flat for all rented flats – to be taken annually and/or during each renewal of agreements.
- c. Income from Individual DG Backup payment (Approx. Rs. 70000/- this F/Y)
- d. Income from sale of scraps / unused assets (Sale of discarded siphon tanks proposed for next year)

Note –

- 1) Initial partial funding for expenses, if required, will be taken from Corpus Fund which will be paid back with due interest from the development fund income within three years
- 2) New Infrastructure to be built needs to be placed and approved in AGM

New Proposals for Expenses in Next FY

Civil Maintenance

- Painting of all Fire (inside towers), Water supply and Drainage Pipelines needed, Painting also needed for Lift Doors / Interiors – budgeted under civil maintenance
- Increasing the height of the brick walls surrounding the garden spaces – budgeted under civil maintenance

Income Tax

- Income Tax on Maintenance and Corpus Funds should be paid separately from interest income of each fund

New Infrastructure

- Construction of Kitchen, A/C facility and Associated Infrastructure in both Community Halls A and B – budgeted under Development Fund
- Suggestion to allow booking of Hall A and Hall B by any resident of Alaktika and rename Hall A and Hall B suitably

Corpus Fund

- Corpus Fund Status and Budgeting to be revisited next year

Corpus Fund (as on 14th Jan, 2014)

Summary Status

Corpus Fund Status Summary	A	B	C	D	E	Total
Receivable up to 2013-14	470,351	1,886,466	2,083,840	2,105,855	1,251,002	7,797,514
Total Received till date (w/o late fee)	359,382	1,817,320	2,044,640	1,873,065	1,123,820	7,218,227
Late Fee Received	48,755	82,515	66,243	63,191	48,156	308,860
Shortfall (without Late Fee)	110,969	69,146	39,200	232,790	127,182	579,287
Average no. of Defaulter flats	11	5	2	9	4	31
Received from New Generator Conn.	17,500	225,000	57,500	75,000	7,500	382,500
Total Fund in Corpus	425,637	2,124,835	2,168,383	2,011,256	1,179,476	7,909,587
Interest	64,764	388,299	404,622	373,797	211,480	1,442,962
Expenditure till Date	99,879	88,542	48,721	48,270	32,273	317,685
Fund Available till Date	390,522	2,424,592	2,524,284	2,336,783	1,358,683	9,034,864

New Generator Connection Break-up

Financial Year	Particulars	A	B	C	D	E
2010-11	Principal	0	0	0	0	0
2011-12	Principal	0	175,000	32,500	0	0
2012-13	Principal	17,500	50,000	25,000	25,000	7,500
2013-14	Principal	0	0	0	50,000	0

Overall Year-wise Break-up including New Generator Connection and Late Fee (Includes Fixed Deposit Premature Breaking for Interest Calculation)

Financial Year	Particulars	A	B	C	D	E
2010-11	Principal	4,705	314,000	433,925	278,665	249,090
	Late Fee	0	0	0	0	0
	Interest	0	0	0	0	0
	Expenditure	0	88,542	33,000	33,270	22,273
2011-12	Principal	140,943	1,007,755	871,591	961,551	399,435
	Late Fee	9,220	36,880	23,551	41,336	10,985
	Interest	6,851	56,187	57,336	55,222	28,191
	Expenditure	0	0	0	0	0
2012-13	Principal	158,577	443,405	506,347	402,336	292,730
	Late Fee	23,724	32,801	35,296	13,041	17,665
	Interest	28,318	148,371	155,990	141,489	80,325
	Expenditure	0	0	0	0	0
2013-14	Principal	72,657	277,160	290,277	355,513	190,065
	Late Fee	15,811	12,834	7,396	8,814	19,506
	Interest	29,418	182,647	190,157	180,108	102,351
	Expenditure	99,879	0	15,721	15,000	10,000

Corpus Fund Expenditure Status

Expense Head	Building Type	Amount (Rs.)	Year of Expense	Remark
Installation of spare Lifting Pump	LIG	50,000	2013-14	Already Budgeted
Concreting of the back-yard	LIG	49,879	2013-14	Not Budgeted – Needed to be done keeping in mind generic cleanliness and safety – amount can be recovered form LIG flat owners or can be adjusted from development fund.
Fire-hose Boxes	HIG	40,721	2013-14	Not Budgeted - Needed for safety, two boxes in each of HIG Towers
Installation of spare Lifting Pump	HIG	88,543	2010-11	Already Budgeted
Installation of spare Lifting Pump	MIG	88,542	2010-11	Already Budgeted

Finally, to conclude, the Board of Managers would like to convey their thanks to all the members of Alaktika for the unconditional support extended by them in the execution of the schemes/goals by the Board.

Wishing you all the very best.

Pinakee Dey
Secretary

SUB-COMMITTEES FOR THE YEAR 2013-‘14

	<u>Sub-Committee</u>	<u>Members</u>	<u>Flat No. & Mobile No., Intercom</u>
1	Budget	V.K. Singh (Convenor) Arpan Pal Asim Basu	2A-G01, 9903332030, 137 1E-601, 9830112993, 243 1C-101, 9432669971, 277
2	Security	Mrinmoy Biswas (Convenor) Rakesh Kumar Uttam Pal Partha Dutta Ray S. K. Pradhan M. Choudhury	1B-203, 9836607659, 258 1B-506, 9831534008, 215 1D-201, 9830301046, 370 3D-602, 9051437440, 128 3D-201, 9903705205, 129 2C-901, 9830788841, 158
3	Gardening	Sushmita Dasgupta (Convenor) D.K. Ray Samrat Basu	2D-202, 9432800561, 126 3C-301, 9969221239, 159 2B-906, 9830088926, 209
4	Civil /Electrical/ Fire Maint./ Repairs, including Generator & Lifts	S.K. Pradhan (Convenor) T.K. Ghosh A.K. Gupta Md Zafar S.K. Nath B.B. Mishra	3D-201, 9903705205, 129 1B-102, 9433672933, 157 1B-702, 9433113108, 223 3A-103, 9681710056, 182 2B-301, 9830852680, 189 1B-305, 9432391993, 301
5	Purchase & Tender	Ashok K. Gupta (Convenor) Mrinmoy Biswas M.K. Pathak T.K. Ghosh V.B. Gupta	1B-702, 9433113108, 223 1B-203, 9836607659, 258 2D-403, 9830192148, 119 1B-102, 9433672933, 157 1B-703, 9432391993, 301
6	Sports & Entertainment	S.K. Nath (Convenor) Sushmita Dasgupta Macneil Choudhury	2B-301, 9830852680, 189 2D-202, 9432800561, 126 2C-901, 9830788841, 158
7	Fund Management	A. K. Gupta (Convenor) Sushmita Dasgupta V.K. Singh	1B-702, 9433113108, 223 2D-202, 9432800561, 126 2A-G01, 9903332030, 137
8	Website management	Arpan Pal	1E-601, 9830112993, 243

The President, Vice-President, Secretary & Treasurer will be ex-officio members of all the sub-committees.

6. Budget for the year 2014-'15

Maintenance Budget

Service Description	Remarks	HIG	MIG	LIG	2014-15 (Budgeted)	2013-14 (Actual - Approx.)	2013-14 (Budgeted)
AMC - Lift	New AMC till 2015	7,82,592	1,95,648	0	9,78,240	9,78,240	9,28,922
AMC - Generator	10% escalation				77,865	70,786	75,000
AMC - Fire Fighting System	10 % escalation	1,76,000	88,000	0	2,64,000	2,40,000	2,64,000
Fire Fighting Refill	10% escalation				1,78,801	1,62,546	1,69,620
AMC - Facility Management	Breakup as below				33,96,659	29,77,349	32,09,587
Maintenance - Civil	Breakup as below				6,13,708	5,85,826	3,38,800
New Facility	Breakup as below				0	84,447	2,00,000
Electrical Maintenance, CCTV Maintenance & Consumables	10% escalation				3,85,549	3,17,772	3,49,300
Generator - Diesel	10% escalation (KVA basis)	62,248	24,316	5,836	92,400	84,000	80,850
Electricity charges	15% escalation on actuals	4,50,438	2,25,984	27,149	7,03,570	6,11,800	6,23,243
Staff Salary	10% increase				1,64,010	1,49,100	1,57,000
Misc. Expenses	Breakup as below				1,44,107	1,31,007	1,75,500
Total					69,98,908	63,92,872	65,71,822

Budget Break-up (Facility Management and New Facility)

Facility Management							
Description	Budget (2014-15)	2013-14 (Actual - Approx.)	Budget (2013-14)				
Housekeeping / Plumbing (15% esc)	12,92,805	11,24,178	11,73,787	New Facility			
Security (15% esc)	15,86,227	13,79,328	15,87,000	Description	Budget (2014-15)	2013-14 (Actual - Approx.)	Budget (13-14)
Gardening (10% esc)	3,86,587	3,51,443	3,56,400	Community Hall Kitchen	0	0	50,000
Pest Control (10% esc)	95,040	86,400	92,400	CCTV install	0	80,447	50,000
Water Supply	36,000	36,000	0	DG Outlet	0	4,000	1,00,000
Total Cost	33,96,659	29,77,349	32,09,587	Total Cost	0	84,447	2,00,000

Budget Break-up (Misc. Expenses and Civil Maintenance)

Misc. Expenses							
Description	Budget (2014-15)	2013-14 (Actual - Approx.)	Budget (2013-14)				
Depreciation	60,500	55,000	55,000				
Conveyance	4,818	4,380	7,000				
Computer, Telephone & Internet	15,960	14,510	14,000	Maintenance - Civil			
Printing, Stationery and Misc. Office expenses	15,721	14,292	40,000	Description	Budget (2014-15)	2013-14 (Actual - Approx.)	Budget (2013-14)
Meeting Expenses	1,419	1,290	10,000	Water Tank Cleaning (10% esc)	51,942	47,220	1,18,800
Legal and taxes	3,300	3,000	5,000	Sewerage / pump Cleaning (10% esc)	26,055	23,686	15,000
Bank Charges	1,320	1,200	1,000	Other repairs (15% esc)	3,33,808	2,90,268	25,000
Postage	4,400	4,000	1,500	Painting (unchanged)	1,77,144	1,77,144	30,000
Audit Fee	16,500	15,000	17,000	Spare Parts and Misc. (10% esc)	24,759	22,508	1,00,000
Cultural Funding	20,169	18,335	25,000	Door Repair	0	25,000	50,000
Total Cost	1,44,107	1,31,007	1,75,500	Total Cost	6,13,708	5,85,826	3,38,800

Cultural Funding -

Bengali New Year, Rabindra Jayanti, 15th aug, 26th Jan, Annual Sports

CORPUS BUDGET – Unchanged from previous years

Flat Type	A	B	C	D	E/F	Total Cost
Total Duration (years)	15	15	15	15	15	
No. of flats	48	144	81	81	36	390
Painting						
Painting Area (sqft)	12,000	64,000	60,000	63,000	38,000	
Painting Rate (Rs / sqft)	8	8	8	8	8	
Patchwork Rate (Rs / sqft)	1	1	1	1	1	
Frequency in 15 years	2	2	2	2	2	
Total cost of Painting and Patchwork	216,000	1,152,000	1,080,000	1,134,000	684,000	4,266,000
Installment per flat per year	300	533	889	933	1,267	
Lift						
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	2	3	3	2	
Total Replacement Cost	0	2,000,000	3,000,000	3,000,000	2,000,000	10,000,000
Installment per flat per year	0	926	2,469	2,469	3,704	
Generator						
No. of Generators	1	1	1			
Cost / Generator	450,000	825,000	2,000,000			
No. of generators replaced in 15 years	1	1	1			
Total Replacement Cost	3,275,000					3,275,000
Installment per flat per year	625	382	673	673	673	
Lifting Pump						
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			700,000
Installment per flat per year	139	139	101	101	101	
Submersible Pump						
No. of Pumps	1		1			
Cost / pump	50,000		50,000			
Total No. of Pumps replaced in 15 years	1		1			
Total Cost	50,000		50,000			100,000
Installment per flat per year	17	17	17	17	17	
Others						
Replace / Repair Street Lampposts	75,000					
Road Repair	100,000					
Frequency in 15 years	3					
Total Cost	525,000					525,000
Installment per flat per year	90	90	90	90	90	
Total Expenditure in 15 years	843,115	4,508,346	5,150,402	5,204,402	3,159,734	18,866,000

7. Fixation of Maintenance Charges & Corpus Fund (F/Y: 2014-'15)

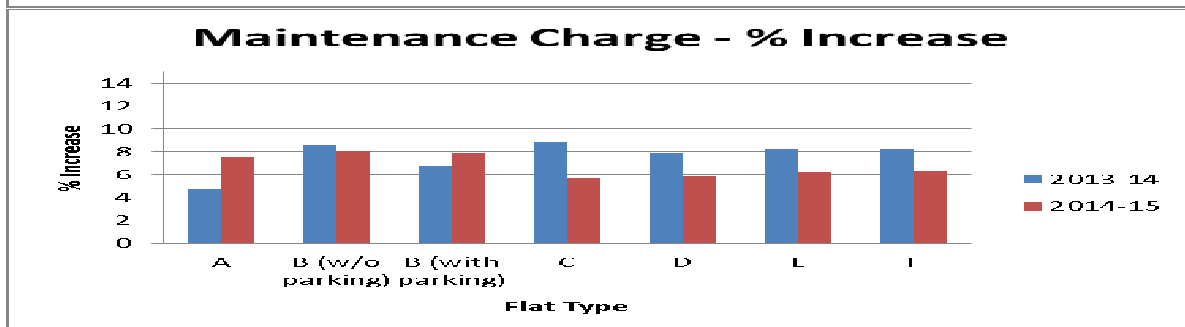
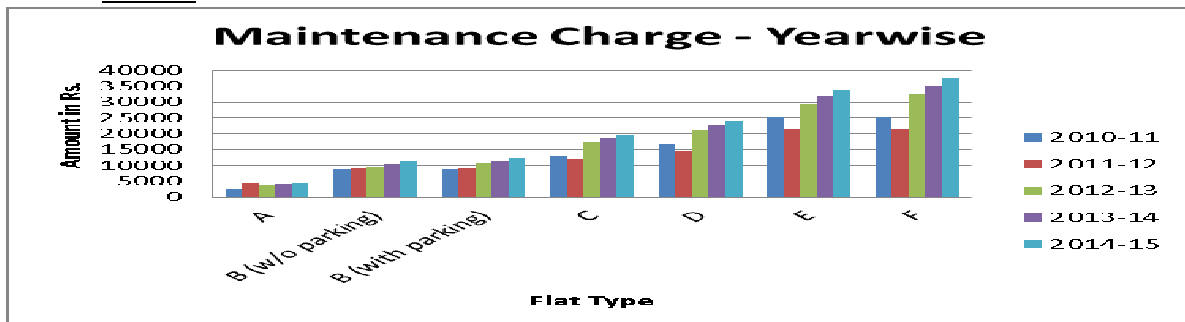
Maintenance Charges

Head	Calculation Basis	F	E	D	C	B (with car park)	B (w/o car park)	A	Total
Share per flat Calculation									
No. of flats	Actuals	4	32	81	81	80	64	48	390
Form A Share	Form A Valuation	0.0069	0.0060	0.0038	0.0028	0.0017	0.0014	0.0004	
Lift Share	Actuals	0.0222	0.1778	0.3000	0.3000	0.1111	0.0889	0.0000	1
Firefighting Apparatus Share	Actuals	0.0099	0.0793	0.2646	0.2646	0.1962	0.1569	0.0285	1
Total HIG/MIG/LIG	Actuals	198				144		48	390
Maintenance Fee Calculation									
AMC - Lift	Lift Share	5,435	5,435	3,623	3,623	1,359	1,359	0	9,78,240
AMC - Generator	Same for all flats	200	200	200	200	200	200	200	77,865
AMC - Fire Fighting System	HIG/MIG/LIG	889	889	889	889	611	611	0	2,64,000
Fire Fighting Apparatus Refill	Firefighting Apparatus Share	443	443	584	584	438	438	106	1,78,801
AMC - Facility Management	Form A Share	23,593	20,378	13,073	9,343	5,739	4,780	1,448	33,96,659
Maintenance - Civil	Form A Share	4,263	3,682	2,362	1,688	1,037	864	262	6,13,708
New Facilities	Same for all flats	0	0	0	0	0	0	0	0
Electrical Maint., CCTV Maintenance & Consumables	Same for all flats	989	989	989	989	989	989	989	3,85,549
Generator - Diesel	HIG/MIG/LIG	314	314	314	314	169	169	122	92,400
Electricity charges	HIG/MIG/LIG	2,275	2,275	2,275	2,275	1,569	1,569	566	7,03,570
Staff Salary	Same for all flats	421	421	421	421	421	421	421	1,64,010
Misc-Expenses	Same for all flats	370	370	370	370	370	370	370	1,44,107
Total Annual Maintenance		39,190	35,395	25,098	20,695	12,900	11,768	4,481	69,98,908
	Rounded up to Rs.10	39,190	35,390	25,100	20,690	12,900	11,770	4,480	69,98,910
Increase from 2013-14 (Rs.)		2,380	2,100	1,410	1,090	950	870	340	4,27,090
Quarterly Installment	Rounded up to Rs.10	9,800	8,850	6,280	5,180	3,230	2,950	1,120	70,06,480
Annual One-time Payment	4.5% Discount, rounded up to Rs.10	37,440	33,810	23,990	19,790	12,340	11,270	4,280	66,91,780

2013-14 Figures									
Total Annual Maintenance		36,810	33,290	23,690	19,600	11,950	10,900	4,140	65,71,820
Quarterly Installment	Rounded to '100	9,210	8,330	5,930	4,900	2,990	2,730	1,040	65,77,880
Annual One-time Payment	4.5% Discount, rounded to '100	35,190	31,830	22,660	18,720	11,430	10,430	3,980	62,84,060

Note:-

1. Quarterly Payment Option - to be paid within first 15 days of start of each quarter i.e. **15th April 2014, 15th July 2014, 15th Oct 2014 and 15th January 2015.**
2. Annual Payment Option - to be paid within 15 days of the start of the financial year i.e. **15th April 2014.** 4.5% discount calculated on basis of average interest rate in bank fixed deposit for 135 days+ deposit.
3. Annual payment option – without discount, is allowed up to 30th June 2014, without any late fee.



Corpus Fund Payment (Unchanged)

	A	B	C	D	E//F	Total
Total Expenditure in 15 years	843,115	4,508,346	5,150,402	5,204,402	3,159,734	18,866,000
Payment in 2010-11 (as per current CORPUS payment)	4,705	5,500	9,975	10,075	13,110	3,113,850
Payment in 2011-12 (as per current CORPUS payment)	3,682	4,290	8,868	8,968	12,000	2,671,212
Subsequent payment per year from 2012-13 for next 13 years	706	1,655	3,442	3,478	4,820	13,080,938
Annual Installment rounded to '100	700	1,700	3,400	3,500	4,800	

Note: -

1. All costs assume current price – it is assumed that cost escalation will be offset by interest accrued.
2. **To be paid within 30th June, 2013**

SUMMARY OF OUTSTANDING DUES AS ON 19th January'2014 – 2013/14						
YEAR WISE BREAK UP	A	B	C	D	E/F	TOTAL
Corpus Fund						
2013-14	8400	11900	6800	17500	19200	63800
Corpus Fund Late Fee						
2013-14	1176	1666	1836	2730	3168	10576
Maintenance Fund						
2013-14(1st Qtr)	3120	15430	4900	17790	24990	66230
2013-14(2nd Qtr)	4160	13910	4900	17790	24990	65750
2013-14(3rd Qtr)	5200	19630	14700	23720	24990	88240
2013-14(4th Qtr)	10660	46560	39200	40610	36640	173670
Total	23140	95530	63700	99910	111610	393890
Maintenance Fund Late Fee						
2013-14(1st Qtr)	624	3325	2940	3677	6829	17156
2013-14(2nd Qtr)	584	2007	1176	2609	4664	11040
2013-14(3rd Qtr)	415	1568	1568	4621	2165	10337
2013-14(4th Qtr)	210	915	784	833	567	3309
Total	1833	7815	6468	11740	14225	42081
Grand Total	34549	116911	78804	131880	148203	510347

SUMMARY OF OUTSTANDING DUES AS ON 1ST JANUARY, 2014 (Earlier Years)						
YEAR-WISE BREAK UP	A	B	C	D	E /F	TOTAL
Corpus Fund						
2010-11	44005	27500	9975	20150	39330	140960
2011-12	40502	25740	8868	26904	36000	138014
2012-13	7700	11900	6800	17500	19200	63100
	92207	65140	25643	64554	94530	342074
Corpus Fund Late Fee						
2010-11	30927	22110	6784	13704	30151	103676
2011-12	17831	11328	7623	11835	18240	66857
2012-13	2926	4522	2584	7090	7296	24418
	51684	37960	16991	32629	55687	194951
Maintenance Fund						
2010-11	0	8772	0	16800	25296	50868
2011-12	8666	27864	0	14364	21504	72398
2012-13	12000	56400	18000	56083	92400	234883
	20666	93036	18000	87247	139200	358149
Maintenance Fund Late Fee						
2010-11	0	6666	0	13104	19731	39501
2011-12	4680	16535	0	9193	15053	45461
2012-13	3900	17724	5850	18150	30030	75654
	8580	40925	5850	40447	64814	160616
Election Fund	600	900	0	600	300	2400
Election Fund Late Fee	468	702	0	468	234	1872
	1068	1602	0	1068	534	4272
GRAND TOTAL	174205	238663	66484	225945	354765	1060062

8. Audit Report and Audited Balance Sheet (F/Y: 2013-14)

GUHA & MATILAL
CHARTERED ACCOUNTANTS

Head Office : 20, Strand Road, (2nd Floor), Kolkata-700 001
Phone : 2230 8998, 2210 5056,
E-mail : guhamatilal@gmail.com
guhamatilal@ymail.com

AUDITOR'S REPORT To The Members :

We have Checked the annexed Balance Sheet, of ALAKTIKA HOUSING COMPLEX, New Town, Rajarhat an Apartment Owner's Association under the department of Housing, Government of West Bengal vide Registration No.19A of 2010, as on 31st March, 2013 and the Income and Expenditure Account of the Association for the year ended on that date along with notes on accounts and schedules attached thereto.

The representation of these financial statements is the responsibility of the management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in India. Those standards require that we plan and perform the audit to obtain whether the financial statements are free from any material misstatement. An audit includes, examining on test basis, evidences supporting the amounts and disclosure in the financial statement. An audit includes assessing the accounting principles used in the significant estimates made by the management as well as evaluating the overall financial statement presentation. We believe that our audit provide a reasonable basis of our opinion.

We report that:

Interest on Corpus Fund Fixed Deposit have not been segregated and capitalized.

We have obtained all the information to the best of our knowledge and belief that were necessary for the purpose of audit.

In our opinion, the Association has kept proper books of accounts as required by law so far as appears from our examination of books.

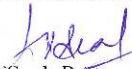
The Balance Sheet and the Income and Expenditure Account dealt by this report are in agreement with the books of account.

In our opinion and to the best of our information and according to the explanations given to us the annexed accounts read with the notes thereon in the manner so required give a true and fair view:

- (i) In the case of Balance Sheet of the state of affairs of the Association as at 31st March, 2013.
- (ii) In the case of Income and Expenditure Account of the surplus for the year ended on that date.

Kolkata
13.07.2013

For Guha & Matilal
Chartered Accountants


A.K. Seal, Partner
Mem. No. 057295

ALAKTIKA HOUSING COMPLEX, NEW TOWN
Rajarhat Action Area-IID, PO, Hattara, Kolkata-7000157

Balance Sheet as at 31st March, 2013

Particulars		FY.12-13	FY.11-12	Particulars		FY.12-13	FY.11-12
CAPITAL ACCOUNT				FIXED ASSETS			
Corpus Fund (Sch - D)				As per Schedule - A			
As per Last Account	5,617,076.00			INVESTMENTS			
Add : Received for the year 2012-13	1,009,400.00	6,753,812.00	5,617,076.00	Fixed Deposits-Corpus Fund	6,600,895.00	574,051.00	205,531.00
Add : Late Fees Corpus Fund	127,336.00			Fixed Deposits-Maintenance Fund	1,585,952.00		
				Interest Accrued on F D	422,688.00	8,609,535.00	5,702,099.00
				(Ref. Sch H)			
Diesel Generator Fund				Current Assets, Loans & Advances			
New Connection (Ref. Sch E)	280,000.00	332,500.00	207,500.00	Corpus Fund Receivable(10-11)	229,610.00	544,248.00	1,208,837.00
Upgradation (Ref. Sch F)	52,500.00			Corpus Fund Receivable(11-12)	223,536.00		
				Corpus Fund Receivable(12-13)	91,102.00		
Election Fund				(Ref. Sch B)			
Opening Balance	105,900.00	114,704.00	105,900.00	Maintenance Charges Receivable(10-11)	50,868.00	451,284.00	629,340.00
Addition during the year	7,200.00			Maintenance Charges Receivable(11-12)	96,050.00		
Add : Late Fees for Election Fund	1,604.00			Maintenance Charges Receivable(12-13)	304,356.00		
				(Ref. Sch C)			
				Election Fund Receivable (Ref. Sch I)		3,300.00	
General Fund				Diesel Stock-In-Hand (As Certified)		2,220.00	3,063.00
Opening Balance	2,681,436.79	3,966,719.44	2,681,436.79				
Surplus transferred from Income & Expenditure A/c	1,285,282.65						
		11,167,735.44	8,611,912.79			10,184,638.00	7,748,870.00

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

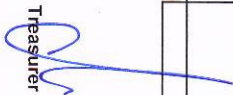
Balance Sheet as at 31st March, 2013


Particulars	FY:12-13	FY:11-12	Particulars	FY:12-13	FY:11-12
Balance b/f	11,167,735.44	8,611,912.79	Balance b/f	10,184,638.00	7,748,870.00
DEPOSITS AND ADVANCES			LOANS AND ADVANCES		
Security Deposits (Ref. Sch-G)	183,167.50		Advance to Garuda Power Pvt Ltd	41,292.00	
Excess Received From Flat Owners	9,073.00		Advance to Tata Tele Services	293,637.00	
Corpus Fund received in advance	112,300.00		Tax Deducted at Source A.Y 2013-14	78,666.00	
Maintenance Charges received in advance	950,310.00		TDS Receivable (AY 2012-13)	8,482.00	
Maintenance Charges Refundable	3,447.00		(Net of Provision for Tax of last year)		490,150.00
		1,258,297.50		422,077.00	
CURRENT LIABILITIES AND PROVISIONS					
Current Liabilities			Cash And Bank Balances		
AMC Gardening	25,000.00		Indian Overseas Bank A/c-174	1,463,716.24	
Sundry Creditors	3,487.50		Indian Overseas Bank A/c-612	530,515.00	
Audit Fees Payable	16,854.00		Cash In Hand (as certified)	31.70	
Fire Expenses	3,540.00				1,994,262.94
Telephone Expenses	711.50				595,541.70
TDS Payable	10,309.00				
		59,902.00			
Provisions					
Provision For Income Tax for A. Y. 2013-14		115,043.00			
		12,600,977.94		12,600,977.94	8,834,561.71

KOLKATA
13.07.2013


President


Secretary


Treasurer

PER OUR REPORT OF EVEN DATE

 A.K. SEAL PARTNER,
 GUHA & MATHIAL
 CHARTERED ACCOUNTANTS



ALAKTIKA HOUSING COMPLEX, NEW TOWN
Rajrhat Action Area-IID, PO. Hatara, Kolkata-7000157

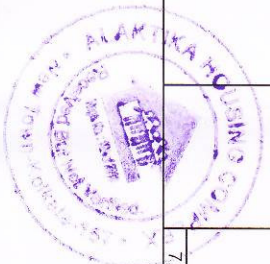
Income and Expenditure Account for the year ended 31st March, 2013

Expenditure	FY 12-13	FY 11-12	Income	FY 12-13	FY 11-12
Maintenance Expenses			Income from Members		
Civil Maintenance	76,152.80		i) Direct Income		
Electrical Maintenance	282,000.00		Maintenance Charges(12-13)		
Facility Maintenance(Garden)	227,280.00		Type A	186,000.00	
Facility Maintenance(Security Service)	1,126,097.00		Type B	1,501,340.00	
Facility Maintenance(House Keeping)	833,092.00		Type C	1,425,700.00	
Generator Maintenance	29,494.00		Type D	1,735,300.00	
Fire Service	180,000.00		Type E	967,820.00	
Lift Maintenance	883,496.10		Type F	133,260.00	
Pest Control	61,400.00				
Pump Maintenance	44,529.00		ii) Indirect Income		
		3,743,540.90	Community Hall Booking(H/G)	78,000.00	
			Community Hall Booking(M/G)	85,000.00	
			Collection For DG Back up Bill	2,645.00	
			Late fees for Maintenance Charges	96,019.00	
			Income from Other Sources		
Other Administrative Expenses			i) Interest Income		
Staff Pay & Allowances	126,000.00		Interest On FD	786,665.00	
AGM Expenses	3,037.00		Interest On Savings Bank- a/c 612	23,142.00	
Audit Fees	16,854.00		Interest On Savings Bank- a/c 174	43,402.00	
Bank Charges	387.50				
Board Meeting Expenses	1,199.00		ii) Other Income		
Cultural Program Expenses	18,668.00		Ad Show Program	20,000.00	
Diesel Expenses	63,843.00		Miscellaneous Receipts	500.00	
Electrical Consumable Goods	24,931.50		Scrap Sales	1,000.00	
Electrical Maintenance Charges	10,881.00				
Electricity Charges	550,600.00				
Fire Extinguisher Refilling	157,665.00				
Fire Fighting	10,546.00				
Generator Repairs	13,110.00				
House Keeping Consumables	5,990.00				
Incidental Charges for Lift License	3,000.00				
Interest on TDS	1,388.00				
Lift Licence Renewal	3,000.00				
Lift Repairs	8,580.00				
Computer Maintenance	330.00				
		4,095,715.11			
	4,763,550.90			7,085,793.00	
					7,044,284.00

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

Income and Expenditure Account for the year ended 31st March, 2013

Expenditure	FY 12-13	FY 11-12	Income	FY 12-13	FY 11-12
Balance b/f	4,763,550.90	4095715.11	Balance b/f	7,085,793.00	7,044,284.00
Fire Equipment Maintenance	42,040.00				
Medical Aids	230.00				
Office Expenses	4,089.00				
Facility Management Expenses	289,221.00				
Postage Charges	2,846.00				
Printing and Stationery	23,277.00				
Puja ExGratia	20,000.00				
Depreciation	65,805.00				
Amortisation of Fire Coupling Hose	48,119.00				
Gardening Expenses	17,520.00				
DG Backup Maintenance	18,438.00				
Maintenance Charges Receivable W/Off	128,725.00				
Porta Cabin Repairs	5,781.00				
Legal Expenses	8,000.00				
Telephone Charges (Land line)	13,272.45				
Incom telephone Charges - Tata Tele	146,818.00				
Travelling Allowance	2,525.00				
Water Tank Cleaning Expenses	85,210.00				
Excess Of Income over Expenditure c/d	921,916.45	712,903.89			
	5,685,467.35	4,808,619.00			
	1,400,325.65	2,235,665.00			
	7,085,793.00	7,044,284.00			
Provision For Income Tax for A. Y. 2013-14					
	115,043.00	20,435.00			
Surplus (Transferred To General Fund)	1,285,282.65	2,215,230.00	Excess Of Income over Expenditure b/d	1,400,325.65	2,235,665.00
	1,400,325.65	2,235,665.00			

[Signature]
President

[Signature]
Secretary

[Signature]
Treasurer

PER OUR REPORT OF EVEN DATE
[Signature]
 A.K. SEAL PARTNER,
 GUHA & MATILAL
 CHARTERED ACCOUNTANTS



KOLKATA
13.07.2013

ALAKTIKA HOUSING COMPLEX, NEW TOWN

Rajarhat Action Area-III, PO. Hatiana, Kolkata - 7000157

(A) Schedule of Fixed Assets as on 31.03.2013

Schedule -A

Asset	Rate	W.D.V on 1/04/2012	Additions		Total Addition	Total	Depreciation for the year	Closing Balance as on 31.03.2013
			More than 180 Days	Less than 180 Days				
1) Computer & Printer	60%	16,040.00	-	-	-	16,040.00	9,624.00	6,416.00
2) Pump	15%	139,233.00	-	-	-	139,233.00	20,885.00	118,348.00
3) CCTV Surveillance Camera	15%	-	127,700.00	-	127,700.00	127,700.00	19,155.00	108,545.00
4) Furniture & Fixture	10%	24,519.00	-	-	-	24,519.00	2,452.00	22,067.00
5) Ceiling Fan & Tube light	10%	25,739.00	3,500.00	-	3,500.00	29,239.00	2,924.00	26,315.00
6) Porta Cabin	10%	-	104,650.00	6,000.00	110,650.00	110,650.00	10,765.00	99,885.00
		205,531.00	235,850.00	6,000.00	241,850.00	447,381.00	65,805.00	381,576.00
Fire Coupling Hose (Note)	20%	-	-	240,594.00	240,594.00	240,594.00	48,119.00	192,475.00
GRAND TOTAL		205,531.00	235,850.00	246,594.00	482,444.00	687,975.00	113,924.00	574,051.00

Note : Fire Coupling Hose has been amortised uniformly over a period of 5 years considering its limited useful span of life








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

(B) Corpus Fund Receivable

	<u>2012-13</u>	<u>2011-12</u>	<u>2010-11</u>	<u>Total</u>
Type A	11,900.00	62,594.00	65,870.00	140,364.00
Type B	17,000.00	42,900.00	49,500.00	109,400.00
Type C	10,200.00	22,170.00	14,950.00	47,320.00
Type D	28,000.00	35,872.00	40,295.00	104,167.00
Type E	24,000.00	60,000.00	58,995.00	142,995.00
Type F	2.00	-	-	2.00
	<u>91,102.00</u>	<u>223,536.00</u>	<u>229,610.00</u>	<u>544,248.00</u>

(C) Maintenance Charges Receivable

	<u>2012-13</u>	<u>2011-12</u>	<u>2010-11</u>	<u>Total</u>
Type A	32,000.00	8,666.00	-	40,666.00
Type B	56,400.00	37,152.00	8,772.00	102,324.00
Type C	36,000.00	-	-	36,000.00
Type D	56,083.00	28,728.00	16,800.00	101,611.00
Type E	123,200.00	21,504.00	25,296.00	170,000.00
Type F	683.00	-	-	683.00
	<u>304,366.00</u>	<u>96,050.00</u>	<u>50,868.00</u>	<u>451,284.00</u>

(D) Corpus Fund

As per Last Account		1,223,555.00	
For 2010-2011		1,721,641.00	
For 2011-2012		2,671,880.00	
For 2012-2013	1,009,400.00		5,402,921.00
Late Fees for Corpus Fund			127,336.00
			<u>6,753,812.00</u>

(E) Diesel Generator New Connection

Opening Balance		170,000.00	
Additions during the year		110,000.00	280,000.00

(F) Diesel Generator Upgradation

Opening Balance		37,500.00	
Additions		15,000.00	52,500.00

(G) Security Deposits

Security Deposits Electro Fire Protect Engg. & Consultancy			7,883.00
Security Deposits-ANKUR			5,254.00
Security Deposits-ILFS			10,000.00
Security Deposits-Keemee Security & Fire Services			113,203.50
Security Deposits-Starlite Infotech Ltd			5,173.00
Security Deposits-Star Security & Detective agency			41,654.00
			<u>183,167.50</u>

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


(H) Investments

Type	Bank	Fixed Deposit Numbers	Date Of Investment	Investment	Interest Rate	Interest Accrued
Corpus Fund	Indian Overseas Bank-a/c 612	111200185	28/07/2012	1,085,934.00	9.25	68,868.00
		111200182	26/07/2012	543,003.00	9.25	34,723.00
		111200183	26/07/2012	543,003.00	9.25	34,723.00
		111200184	26/07/2012	543,003.00	9.25	34,723.00
		111200039	1/1/2012	500,000.00	9.50	49,609.00
		111200335	1/1/2012	542,976.00	9.00	20,294.00
		111200334	1/1/2012	542,976.00	9.00	20,294.00
		111200086	21/04/2012	1,100,000.00	9.50	101,521.00
		111200296	16/10/2012	1,200,000.00	9.25	51,086.00
				6,600,895.00		
Maintenance Fund	Indian Overseas Bank-a/c 174	111200333	1/1/2011	542,976.00	9.00	20,294.00
		111200332	1/1/2011	542,976.00	9.00	20,294.00
		111200085	21/04/2012	500,000.00	9.50	46,146.00
				1,585,952.00		86,734.00
Total				8,186,847.00		502,575.00
						50,256.00
						452,319.00

Less : TDS Receivable on Fixed Deposit included in above shown separately

(I) Election Fund Receivable

- Type A
- Type B
- Type D
- Type E



	Total
Type A	1,500.00
Type B	900.00
Type D	600.00
Type E	300.00
Total	3,300.00



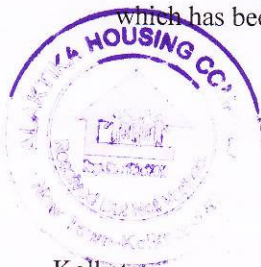
ALAKTIKA HOUSING COMPLEX, NEW TOWN

Rajarhat Action Area-IID, PO. Hatiara, Kolkata-7000157

NOTES ON ACCOUNTS FOR THE YEAR ENDED 31ST MARCH, 2013

Significant Accounting Policies:

1. (i) The Financial Statements have been prepared under historical cost convention and in accordance with generally Accepted accounting principles.
(ii) Fixed Assets are stated at cost of acquisition less depreciation.
(iii) Investments held are stated at cost.
(iv) Corpus Fund Collections have been accounted for on accrual basis and entire amount have been capitalized. The unrealized amount under this head has been shown under current asset in Balance Sheet as Corpus Fund Receivable.
(v) Maintenance Charges have been recognized on accrual basis in the Income & Expenditure account and unrealized amount under this head have been shown under current asset in Balance Sheet. All other Income & Expenditure account has been recognized only on realization basis.
(vi) Provision for income tax has been made on interest income as well as income from advertisement as per the provisions of Income Tax Act, applicable to Housing Association.
2. As resolved , an amount of Rs.128725/- which is carried forward from earlier years has been written off during this year.
3. It has been decided by the management to write off the value (of Fire Coupling Hose purchased) to be uniformly amortised over a period of 5 years in view of its short and limited span of useful life.
4. The Details of Excess received from Flat owners of Rs.9073 /- includes an amount of Rs.864/- which has been carried forward from earlier years.



Kolkata
13.07.2013

S. Guha
A.K. Seal
Matilal

For Guha & Matilal
Chartered Accountants

A.K. Seal
A.K. Seal, Partner
Guha & Matilal

9. Minutes of the 3rd A.G.M.

MINUTES OF THE 3RD ANNUAL GENERAL BODY MEETING OF ALAKTIKA HOUSING COMPLEX, NEW TOWN, HELD ON 10TH FEBRUARY, 2013, ADJOURNED DUE TO NON FULFILLMENT OF QUORUM, AND RECONVENED AGAIN ON 17TH FEBRUARY, 2013 AT COMMUNITY HALL-B

The 3rd Annual General Body Meeting, herein after referred as 3rd AGM, of Alaktika Housing Complex, New Town commenced on 10th Feb'2013 as per the schedule circulated vide Association's Notice No- ALAK/AGM/2012-13 dated 5th December 2013 by recording the attendance and distributing the Annual Report -2012-13 to all members present in the meeting. Even after waiting for more than one hour from the Scheduled Time of commencement of the meeting, unfortunately only 64 eligible members are found to be present, as per the signature recorded in the Minute Book. As a result the requirement for having a quorum has not been fulfilled and the meeting has been adjourned and the same has been reconvened on 17th February 2013 vide Clause 10 of W.B Apartment Ownership Bye-Laws, 1974. **The Adjourned Annual General Body Meeting of 10.02.2013 started again on 17.02.2013 at 10.30 AM in Community Hall-B. 29 (Twenty Nine) eligible members were present at the meeting.**

The meeting started with the welcome address by the president. The Returning Officers were also invited to declare the result of the election of Board of Managers for the Year-2013-14. Shri Bijoy Kumar Choudhury, Returning Officer, declared the result on behalf of the electoral office of Alaktika Housing Complex. Keeping in view of the poor level of interest on administrative matters by the eligible members of the Association, it was consensually decide by all the present members that the reconvened meeting might evoke even poorer response from the members, as proved to be true later on, the agendas of the meeting can be discussed and any suggestions for improvement or deficiencies noticed by the members can be discussed on the first day of the adjourned meeting.

President's address

The president welcomed all the participating members of the Association and thanked all the Office Bearers, Members of the Board and general members of the Association for their kind support and co operation. He also appraised the members about the dedication and sincerity of Shri Ashoke Kumar Gupta, Treasurer and Shri Tapan Kumar Ghosh, Board Member, in managing the day to day work and maintenance of Assets and the equipments of our Association. The Fire safety equipments are kept in absolutely ready to meet any eventuality. M/S . Electro Fire Engineering Works, engaged for maintenance of Fire Safety equipments has constantly been monitored and supervised by Mr Ghosh is one of the best maintained fire protection systems in New Town. This acknowledgement came from the "Fire Audit team" deputed by NKDA for assessing the preparedness of all the big housing complexes in and around New Town. All the missing Hose Couplings has been replaced with heavy duty SS make coupling with copper bindings. He also stressed the need of installation of one 3 HP Pump for the LIG Block and effective control to reduce the carbon particles emitted by the DG Sets during power cuts.

The need to install one 3 HP standby pump for LIG blocks is absolutely essential because in the event of any mechanical fault in the existing pump will disrupt the water supply in the entire

block and may cause serious problem and hardship not only to the members of the LIG Block but also to the Office Bearers of the Association. **At the same time he also expressed his concern regarding nonpayment of Corpus Fund and Maintenance Fund dues by a large section of members of the LIG Block. He requested all the defaulting members to pay up the arrear Maintenance and Corpus Fund Dues without further delay to help the Association to spend money on purchasing and installation of the Pump, as stated above, which is a Capital Expenditure and could not be funded from the Revenue Expenditure budget. If the members of LIG Block fail to understand this problem the Association shall not be responsible in any way for disruption water supply in future.**

After the end of president's address, Shri Partha Sarathi Basu, who has registered his flat only on 26.09.2011 , asked the chair why his candidature for the election was rejected by the Presiding Officers. Shri Basu has been informed that as he has consistently defaulted for last three year regarding Corpus Fund, his name has not been forwarded to the Competent Authority for admitting him as member and legally he is not entitled to contest in any election of the Association and accordingly his candidature has been rejected . Shri Basu has also been informed that we have already consulted Shri Haraprasad Sinha Roy, lawyer , to ascertain the legal validity of his claim and we were informed that , no person can be a member of any Association registered under W B Apartment Ownership Act until his name is formally forwarded by the Secretary of that registered Association and his name has not been forwarded by the Association as he in spite of receiving the permissive possession didn't paid Corpus fund for a single year .

After permission from the chair, the Agenda of the meeting was discussed sequentially by the members on both the days and the following Resolutions were adopted on 17.02.2013:

The Adjourned Annual General Body Meeting of 10.02.2013 started again on 17.02.2013 at 10.30 AM in Community Hall-B. 29 eligible members were present at the meeting. No quorum was required at an adjourned meeting; vide Clause (10) of W.B Apartment Ownership By-Laws, 1974.

After permission from the chair the Agenda of the meeting was discussed serially by the members and the following Resolutions were adopted:

1. Consideration and adoption of Annual Report-2012-13: Shri Gautam Pal, while examining the minutes of the meeting of 2nd AGM, held on 12th February'2011, pointed out the fact that in page-21 of the Annual Report-2012-13 there is a mistake and quorum in AGM at Alaktika Housing Complex requires more than 116 members . He requested to verify the record whether there is any typographical error while printing the report has occurred or not. After verification it was found the number is 116 as recorded in the Minute Book and the report was adopted.
2. Consideration and adoption of Audit Report-2011-12: The Audit report has been uploaded in the website on 5th February 2013 along with the Annual Report- 2012-13. The report was placed before the members by the president for discussion and no queries was raised. The house unanimously adopted the Auditor's Report 2011-12.

3. Consider, approve and adoption of Annual Budget -2013-14: The members of the Budget Sub Committee comprising Sarbashri Arpan Pal, V K Singh, A K Gupta, Mrinmoy Biswas and Shri A Chatterjee prepared the budget for 2013-14. While preparing the budget, the members took special care so that the Maintenance Charges do not shoot up too much at the same time the basic priorities and requirement do not suffer for want of fund. Accordingly, the provision for escalation of cost has been made @ 15% on actual ,instead of 10% as done last year in three major heads like House Keeping, Security and Electricity charges but at the same time dispensed with the provision for non-realization of Maintenance Charges altogether for maintaining a parity. Affordability of Service is also an important aspect which needs to be kept in mind at the time of budgeting. The overall increase in Maintenance budget is around 10% from last year. (Maintenance Budget-2012-13 Rs. 60,99,515.00 ; Maintenance Budget- 2013-14 Rs.65,71,822.00). The Corpus Fund Budget has been kept unchanged and the rate which has been charged in 2012-13 has been proposed for 2013-14. During the budget preparation the members of the budget committee noticed that, if the AMC for Lift maintenance can be pegged back in future through competitive bidding, the annual maintenance charges for C,D E&F Type flats may be kept in the same level for at least a couple of years. After considering all the points the budget for 2013-14 is approved and adopted.
4. Mr Macneil Choudhury also proposed that the Surplus of Income over Expenditure generated every year should be kept as Reserve Fund and the same shall be utilized for Non plan Capital Expenditure or for such Capital Expenditure for which no specific Budget Provision has been made by the Association. Provisions regarding the same should be made in the subsequent budget proposal. In the same context, it was also proposed that the Fixed Deposit of Rs.5,00,000 (FD from Maintenance Fund, which is going to be matured on 21st April, 2013) shall be utilized for procurement of 80 Nos Hose Boxes for HIG towers and the balance fund should be kept as contingency fund to meet any unforeseen expenditures in future which does not have any budgetary support. This motion was put to vote and the majority of the members accepted the proposal and the motion was adopted.

Maintenance and Corpus charges for 2013-14 - (All amounts in Rupees)

Type of Flat	Maintenance Charge Quarterly Installment	Maintenance Charge without discount	Maintenance Charge: Annual, one time with 4.5% discount	Corpus Fund Annual One Time payment
A	1,040	4,140	3,980	700
B (without garage)	2, 730	10,900	10,430	1700
B (with garage)	2,990	11,950	11,430	1700
C	4,900	19,600	18,720	3400

D	5,930	23,690	22,660	3500
E	8,330	33,290	31,830	4800
F	9,210	36,810	35,190	4800

Due dates of collection:

Maintenance charge and Corpus fund:

- **Quarterly Payment Option – To be paid within first 15 days of beginning of each quarter i.e. 15th April 2013, 15th July 2013, 15th Oct 2013 and 15th Jan 2014.**
- **Annual Payment Option with 4.5% discount – By 15th April 2013**
- **Corpus Fund Payment (only annual) - By 30th June 2013**
- **Late Fee - For delay in payment late fee shall be levied as usual @ 2% per month or part thereof delay. There is no waiver of late fee in any case.**

5. Election of the Board of managers: All the 24 candidates were elected unopposed vide clause 5(2) of Chapter-III of WB Apartment Ownership Bye-Laws,1974.

Other Business approved by the chair:

1. Shri K G Nandi during the discussion wanted to know the status of the anti pollution drive taken by the present board. The president informed him that PCB held a hearing on 30th January 2013 and the president along with Shri Subrata Dasgupta and Smt. Susmita Dasgupta was present in that meeting and presented the case before the hearing Officer and submitted documentary evidences to substantiate the charge that the Mixer Plant and the crusher installed by M/S. L&T on the northern fringe of Alaktika Housing Complex is indeed causing air pollution and the level of RPM is almost 2.5 times more than the permissible limit and the plant is located in a place which is declared as a “Green Verge” by HIDCO. The Hearing officers noted all the facts and exhibits and assured to take necessary action as per the provisions of the existing law.

2. Shri Gautam Pal pointed out the need of providing big waste disposal buckets for storing the daily household wastes as the present buckets are not properly covered and the garbage stacked near gate number 5 are emitting bad odor. The concern of Shri Pal is found to be genuine and the boards of managers in future try to arrange big covered garbage vats for keeping the daily household waste before handing over the same to Municipal Authority.

3. Shri Soubhik Banerjee also expressed unhappiness over the rule framed by the Association to sign the register kept in the main entrance if any member enters the complex after midnight. He argued that as a bonafide flat owner, why should he sign the register every time when they enter the complex after midnight? In reply, the board members apprised the house that , we need to be

more careful regarding safety and security of our own family members and these rules are meant not to hurt the sentiment or honor of any member of our society but for providing a deterrent for unwanted elements or miscreants and also to keep the security guards alert during night surveillance .

4. Shri Rupam Shyam, raised a point that, while charging penal interest for late payment of Association's due why not the genuine problem of a member cannot be taken into consideration and be treated in a compassionate manner? The sympathetic view of the young member is appreciated by the chair but explained him it is not possible for the board of Managers to identify such cases and the habitual defaulters will charge the board of Managers of being discriminatory and partisan in their approach.

5. Shri Goutam Pal also pointed out that in the Report of Board of Managers, it has been mentioned that the roads and driveways have been repaired but actually till the date of the AGM no such work has been done by the present board. In reply, the president acknowledged his view and explained that a "Notice Inviting Tender" was floated in December 2012 for repairing of roads and while preparing the Report for Board of Managers-2012-13, it was presumed that the work can easily be completed by 10th February 2013. But after the report went to the press for printing, the contractor who has previously agreed to undertake the job back tracked as he was told by some local contractors that he cannot bring the required grade of bitumen from outside and the entire procurement needs to be done from the local agencies. The Contractor finally, during the end of January 2013, informed us that he is unwilling to take up the job as he is not sure about the quality of the bitumen supplied by the local agencies. This is a serious problem. Fortunately, one of our members Mr Mozammel Tarafder, a flat owner of LIG and a local resident engaged in social activity, assured the board members that he will actively help the association in solving such problem in future. He also assured the president to help the association whenever it is required by the Board.

6. Mr. Samir Nath raised two points , (1) what action is going to be taken against the defaulting members and (2) what punitive action the board has taken against such habitual and willful defaulters.

In reply, the president apprised the house that, information has been sought under RTI Act 2005 regarding letter No- 250-HIV/1D-24/08 dated 22.03.2012 addressed to the Secretary of Alaktika Housing Complex, New Town, PO-Hatiara, issued on behalf of the Competent Authority. The information sought from the Competent Authority are stated below:

- A. Whether any letter was issued vide NO- 250-HIV/1D-24/08 dated 22.03.2012 addressed to the Secretary of Alaktika Housing Complex, New Town, PO- Hatiara, Rajarhat New Tow, Kolkata-700157 with reference to a complaint lodged by Mr Gautam Pal and others or not?
- B. 2. If the letter mentioned under SI No (1) was indeed issued from the Office of the Competent Authority, then who signed the above letter on his behalf? Was the person authorized by the State Government through Notification in the Official Gazette, vide section 3(g) of W.B Apartment Ownership Act, 1972 to discharge the specific duty and sign the letters on behalf of the Competent Authority?

- C. A copy of the Official Gazette authorizing the signatory of the subject letter may please be made available to the undersigned.

As the authority didn't provide any information during the stipulated period, an appeal we preferred to the 1st Appellate authority. The Appellate authority directed the Competent Authority to provide the required information within one month from the date of issuance of the order. But, in spite of the order no reply has been given by the Competent Authority.

Regarding penal action, the members were informed that any contravention of section 16A (1) is punishable and prosecution can be initiated at the instance of the manager of the Board. Accordingly, the list of defaulters has already been provided to the Competent Authority for appropriate penal action. Disconnection of the DG back up which was restored earlier by the Board of Managers during the end of Financial Year 2011-12 may again be resorted to for the defaulting members. In the RTI application mentioned above, it has also been asked to the competent Authority to clarify can the Board of Managers disconnect the water connection, snap DG backup connection and stop providing paid services to the habitual and willful defaulters.

The president also requested the members of the society to respect the sentiments of all the fellow members and be patient and abstain from using harsh languages against the defaulters/ the members who for some reason or other didn't paid the Corpus or Maintenance Fund dues along with Penal Interest, and try to gently persuade the members to pay up the dues and make this housing complex a better place to live in. The house proposed a motion for voting to adopt a resolution regarding settling the pending dispute between the Association and four members, whose case was referred to the Competent Authority, regarding payment of penal interest. Dr Sujit Goho also appreciated the move and urged the members to make an end of the bitterness among the members of the association by taking a firm resolution to end such petty disputes. The members in question also reciprocated positively and expressed their feeling which was duly acknowledged by the house and the following resolution was adopted unanimously-

The house proposed that, the Board regrets the fact that, the name of the members, who raised a point that the "Common Maintenance" (comprising Maintenance Charge and Corpus Fund) should be taken in quarterly / monthly installment vide clause -21 of WB Apartment ownership By Laws, 1974,has been inadvertently shown as defaulters in the defaulter's List for Annual Maintenance Fund for 2010-11 and 2011-12,instead of showing the same as a sub judice matter. The concerned members, who has raised the dispute, also agreed to pay the arrear Maintenance and Corpus Fund Dues along with Penal interest payable up to the date of presentation of cheques by them to the Association after acknowledgement of the mistake by the present board.

Accordingly, the motion was moved and unanimously supported by all the members to end the stalemate and start a new beginning.

7. Mr V K Singh, Arpan Pal and B K Ghosh raised their concern about the staggering dues of the association and requested to have a discussion regarding realization of the due as well as

providing some relief to the defaulting flat owners by reducing the penal interest. Three suggestions was received-

- (i) Shri Arpan Pal suggested that interest on corpus fund arrears up to 2012-13 to be frozen as on 31.01.2013 and the defaulting members shall be provided a time period of six month for paying the dues in maximum two installments. If any member fails to pay the dues by 31st August 2013 , the entire interest for the period 1.2.2013 to 31.08.2013 shall be added back with the principal amount and claim needs to be settle on full amount.
- (ii) Shri B K Ghosh, moved a proposal to completely waive of Penal interest on corpus fund for the Year-2010-11 and no concession in interest for defaulters of Corpus Fund for 2011-12 & 2012-13 .
- (iii) Shri V K Singh, proposed to waive 50% of Penal Interest on corpus fund assessed as on 31.01.2013 and the defaulting members shall be provided a time period of six month for paying the dues in maximum two installments.

The chair proposed a vote on the subject to verify the view of the majority of the members by show of hand; Shri Vibhuti Bhusan Gupta raised an objection and insisted for a secret ballot. The president quoted clause 9(a) of Chapter –II of the WB Apartment Ownership Bye Laws, 1974 and gave a ruling that voting shall be done through show of hands only.

Motion put to Vote:

After the motion put to vote, the first proposal , i.e the proposal moved by Shri Arpan Pal received the support of maximum members present in the meeting and the motion as stated below is adopted in the 3rd AGM.

It has been resolved that all the defaulting members who failed to pay the Corpus Fund Dues (up to 2012-13) till 17th Feb 2013 shall be given a chance to clear the dues within 31.08.2013. Relief- Members shall be provided with a time period of six month for paying the dues in maximum two(2) installments, the entire interest for the period 1.2.2013 to 31.08.2013 shall be added back with the principal amount and claim needs to be settle on full amount.

8. Mr. B.K. Ghosh put up a suggestion to reduce the number of board of managers to 16 from current 24. This was discussed at length in the meeting but no conclusion was reached.
9. Mr. B.K. Ghosh also proposed charging of 50% extra maintenance fee from flats given on rent as is done by many other societies. This was also discussed at length in the meeting but no conclusion was reached.
10. The meeting ended with Vote of Thanks by the Chair.

10. Important Notices, Updates and Forms

Update on new Website

www.alaktika.mycolony.in is our official website and our official email id is 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.

From now on, **all important communication from society will be posted in the new website notice board**, and all registered members will get email alerts. All are requested to keep their mobile numbers / email IDs up-to-date in their respective profiles in the website. 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 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 board under appropriate head. This is purely for residents to discuss mutual topics of interest and common problems.
- Residents can use the “ask your neighbor facility” to resolve problems previously faced by other members like getting gas/cable/telephone connections etc.

There is also a feature of sending SOS SMS to all residents for emergencies like blood requirement. All residents and their family members are requested to update their blood groups in the website profile to help us create a blood group database that can be used in emergencies.

All tenants can also register in the website - there is a separate provision for that. Owners are requested to encourage their tenants to register in the website - **tenant registration requests will be granted only if all papers and documentation are in place as required by society norms.**

Payment Methods

Please note that the payment details mentioned below are also available in the Alaktika website: www.alaktika.mycolony.in under "Important Resources" tab.

For payment via Net Banking (NEFT)

Pl. indicate name, flat no. and purpose (i.e. Maintenance 2014-15) [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 and

223101000000612 for Corpus Fund

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 do not forget to write your name (Flat Owner's) and flat number on the reverse of the bank draft.

Address for posting is

Secretary, Alaktika Housing Complex

New Town, Rajarhat

Action Area IID, PO. Hatiara

Kolkata - 700157

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

Aadhar Card Enrolment

It is for the information of all concerned that ADHAR CARD enrolment programme is scheduled to be held at **THE OAK Community Hall, in Greenwood Sonata Complex on 7th/8th/9th September 2013 from 11 A.M. onwards.**

Residents of Alaktika Housing Complex, interested in this enrolment process, are requested to be present in person along with the attested copies of the following documents(**also with original thereof**)at the **time & date which will be notified at the Security Point by tomorrow evening. Documents to be produced/ submitted at the time of ADHAR**

- 1) **Address Proof**:- Electric Bill, Telephone Bill, Bank Pass Book etc.
- 2) **Proof of Date of Birth**:- School Leaving Certificate, Admit Card etc.
- 3) **Proof of Identity**:- Voter Card, Pan Card, Driving License, Passport etc.

Fire Inspection Audit

Dear Residents,

The NKDA had done a fire prevention system inspection and audit in Alaktika in June 2012. The audit report had some adverse observation and comments regarding the fire fighting preparedness and flaws inside our housing complex. While we have taken the initiative to rectify most of the lacunae in the system, active co-operation from the residents' side is also necessary to overcome these shortcomings.

We, therefore, sincerely request you to do the following:

- 1) 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.
- 2) The staircase should be vacated of all personal effects, as they are fire escapes, and fire prevention department has already expressed serious objection regarding this aspect during the last audit.
- 3) Clothes should not be dried in the lobbies/gardens/public places.
- 4) Do not keep any inflammable article, gas cylinder, news paper, plastic material, packing boxes, etc. in common areas.

It has been observed that the electric cable rooms in B Type Towers are filed up with personal effects. Please clear these rooms. The housekeeping personnel have been instructed to remove any such item from the next week keeping in mind the forth coming inspection.

Soliciting your kind co-operation in these matters.

Guidelines For the Security Staff

Security should be polite in dealing with Residents and Visitors.

- 1) Visitors should be politely addressed by security and requested to produce their valid identity proof. On failure of production of valid identity proof, visitors will be allowed in the complex only after the owner/tenant personally comes and collects them from the Security Point, if verification is not possible by intercom.
- 2) Domestic help/contractor/workers/driver/car-washer/milk supplier/ newspaper vendor/etc. must produce their valid photo identity card issued by Alaktika Housing Complex at the Entry Gate before entry. If they are not in possession of the same they should get it prepared from Facility Manager.
- 3) Hawkers, brokers, sales-person, & persons for public canvassing, etc. are not allowed inside the complex. Maintenance service personnel will be allowed by the security after confirmation from the flat owner(s). The President/Vice President/Secretary/Treasurer may allow any such person for any official work.
- 4) Only gate no. 3 will remain open to allow entry and exit of residents/visitors and vehicles. On advice of the President/Vice President/Secretary/Treasurer other gates may be allowed to be used under special circumstances.
- 5) Gate no.3 will be kept closed between 0000 hours and 0530 hours. Entry of cars will be allowed after verification during this period. Residents entering during this period will have to either display their identity card for verification by the security staff or sign the entry register. This is mandatory.
- 6) Gate no. 5 may be used by the residents only for entry/exit between 9A.M. and 6 P.M. Visitors, employees, servants, etc. will not be permitted to use this gate. Vehicular movement through this gate is also not permitted. Identity of the resident should be verified before exit/entry. Paper tokens will be issued to the person leaving through this gate. During re-entry the same paper token will have to be submitted back. Those persons who will not be able to produce the paper token will not be allowed entry through this gate.
- 7) Visitors' cars are not allowed to be parked inside the complex. Visitors' cars will be parked outside the complex after dropping the passenger(s). Such cars will be allowed re-entry at the time of exit of the visitors.
- 8) Cars of all Alaktika residents must possess Alaktika sticker and the same must be displayed at the time of entry if not pasted on the wind screen.
- 9) The registration number of all cars not bearing the Alaktika Sticker will have to be noted down during entry, by the on-duty security personnel in the register kept for such purpose at the security kiosk.
- 10) The destination flat no., name of the person entering, mobile no. and time of entry of all visitors are to be entered in the security register. Verification by intercom with the destination flat is to be done, before the guest is allowed to proceed. If this is not possible, the concerned resident will have to come to the gate to identify the visitor and allow access.
- 11) Entry of goods vehicles up to TATA 407 size is permitted inside the complex.

- 12) Speeding inside the complex by two and four wheelers is prohibited. Max. speed inside the complex is 10 kmph.
- 13) Caution & prevent children from playing on the roads, especially at the bends.
- 14) Heavy/voluminous household goods, etc. are not permitted to be taken up by the lifts, inside the towers, as they are meant for passengers only. Such goods are to be taken up by the stair cases only.
- 15) Shifting of household goods by tenants/flat owners is allowed between 8 A.M. & 9 P.M. Shifting will be allowed only after due authorization by F.M.
- 16) Any civil/electrical work by flat owners can be done only after prior intimation to the Facility Manager, between 9 A.M. & 6 P.M. Any such work producing noise must not be done between 1.30 P.M. and 3.30 P.M. Personnel engaged in such work will not be allowed to stay within the complex beyond these stipulated hours.
- 17) Parking of bicycles, motor-bikes, scooters, etc. is not allowed in front of gates, notice boards, meter room, letter boxes, lobbies and fire fighting equipments.
- 18) Visitors of domestic help, workmen are not allowed inside the complex.
- 19) When sending any goods or materials outside the complex through domestic help/contractors, proper authorisation/gate pass with list of goods should be handed over by the carriers of such goods to the security at the gate.
- 20) The security staff should be extra vigilant when potentially hazardous repair/construction work is being done, e.g. welding, etc.
- 21) Letters of residents delivered by courier/speed-post/ registered post will be delivered at the respective flats when the resident are available. In the absence of the resident, the security personnel will receive such letters only when previous authorization (in printed format) has been given to the security personnel beforehand. No such letter will be accepted by the security personnel without the said authorization. If previous authorization has been given, the security personnel will receive such letters and inform the addressee at the earliest regarding the same.
- 22) The security staff will be liable to pay compensation in any case of fault or negligence on the part of the concerned staff.

Mutation Notice

THE PROCESS OF RECORDING OF TITLE OF FLATS (MUTATION) IN ALAKTIKA HOUSING COMPLEX CAN BE INITIATED BY THE FLAT OWNERS. THE FOLLOWING DOCUMENTS ARE REQUIRED TO BE SUBMITTED AS THE INITIAL STEP:

1. FILLED UP 'FORM A'
2. XEROX COPIES OF FOLLOWING DOCUMENTS SHOULD BE SUBMITTED:
 - PROVISIONAL ALLOTMENT LETTER
 - POSSESSION LETTER ISSUED BY THE PROMOTER
 - DEED OF REGISTRATION (original or a certified copy)
3. IF THE ORIGINAL COPIES OF ANY OF THE ABOVE DOCUMENTS ARE IN THE CUSTODY OF A FINANCING BANK, THEN A CERTIFICATE SHOULD BE OBTAINED FROM THE CONCERNED BANK STATING THAT THE ORIGINAL PROVISIONAL ALLOTMENT LETTER AND DEED OF REGISTRATION (MENTIONING THE DEED NO. & DATE) ARE IN THE CUSTODY OF THE SAID BANK. A XEROX COPY OF THIS CERTIFICATE SHOULD ALSO BE ENCLOSED.

(The 'originals' of the above-mentioned documents will be required to be produced afterwards at the time of 'hearing'.)

'Form A' along with the xeroxed documents are to be submitted at NKDA Office, No. 3, M.A.R., A.A.-1, Kol. – 156, Mutation Dept., between 11A.M. – 3.30P.M. on working days.

'FORM A' IS AVAILABLE FROM THE NKDA OFFICE, Mutation Dept. 'FORM A' CAN ALSO BE DOWNLOADED & PRINTED FROM: <http://www.nkdamar.org/File/mutation%20form%20A.pdf> . Xerox copies of 'Form A' are also valid.

The fee for mutation is 0.5% of the original valuation of the flat.

THE ASSOCIATION WILL AUTHENTICATE THE APPLICATION ON PRESENTATION OF THE FULLY COMPLETED 'FORM A' ALONG WITH THE REQUISITE DOCUMENTS, AS MENTIONED ABOVE.

Tenants' Guidelines

It is noted that some flat owners are letting out their flats on rent without payment of all dues and also without submission of proper documents required as instructed by the new town police station.

The following procedures are to be followed while letting out the flat on rent before allowing the tenant to enter:-

1. The flat owner will clear all the dues and obtain NOC from the association office as envisaged in the bye-laws
2. As directed by the new town police station ,the flat owner will submit in duplicate the duly completed prescribed forms available in association office (copies given below) or can be downloaded from our website www.alaktika.mycolony.in (under "important resources" link) verified by the new town police station duly stamped before allowing the tenant to enter.
3. Permission will be granted by any one of the office bearer viz. President, secretary, vice president, jt secretary.

DIFFERENT USEFUL FORMS
TENANCY REQUEST FORM FROM FLAT OWNER

The Secretary,
Alaktika Housing Complex, New Town,
P.O. Hatiara,
Kolkata – 700157.

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 – 700157**

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

4. Name of the Flat-owner _____ Age: _____
5. Residential Address _____
_____ Contact No. _____
6. Occupation _____

PARTICULARS OF SERVANT

9. Name (in block letters) _____ Age: _____
10. Father's / Husband's Name _____
11. Permanent Address _____

12. Present Address _____

13. Contact No. _____
14. Name & address of any known person _____

15. a. Identity Proof: _____
b. Residence Proof: _____

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

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 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 9 a.m. to 11 p.m.
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 pandal/temporary structures is not allowed on the terrace in front of the Community Hall A.
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. 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.

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.

Flat Owners' Data Sheet Template

ALAKTIKA HOUSING COMPLEX, NEW TOWN
11. REG. NO. 19A, OF 2010 DT. 7TH 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:	RECENT PHOTOGRAPH	FULL SIGNATURE
FATHER'S / HUSBAND'S NAME		SHORT SIGNATURE

PERMANENT MAILING ADDRESS:

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

PERCENTAGE OF COMMON AREA (AS PER FORM A):

D.G. BACK UP:

INTERCOM NO:

11. Resident Guidelines

Security

- 1) Security should be polite in dealing with Residents and Visitors.
- 2) Visitors should be politely addressed by security and requested to produce their valid identity proof. On failure of production of valid identity proof, visitors will be allowed in the complex only after the owner/tenant personally comes and collects them from the Security Point, if verification is not possible by intercom.
- 3) All visitors will be required to make entry in the Visitor Entry Book by writing their name in a legible manner & with the mobile no. The entered name should tally with the identity proof.
- 4) Visitors' vehicles will not be permitted to be parked inside the Campus. They will only be allowed to enter the campus only for alighting of visitors, after which vehicles will have to be taken out of the campus.
- 5) In case any visitor vehicle is required to be kept overnight, written application for the same is to be submitted to the security-in-charge, who in turn will get it approved from the competent authority of the Association. Placement of the visitor's vehicle is completely on the discretion of the security-in-charge, subject to availability of the parking space.
- 6) All vehicles owned by residents are requested to be in possession of Alaktika Car Stickers.
- 7) Vehicles without stickers will be considered as visitor's cars and get the same treatment as met out to visitor's cars.
- 8) If the resident parks his car in somebody else's parking space then he will be required to submit a written NOC from the owner in whose parking the car is to be parked. Failure of submission of such written NOC to the Association will render the car to be given visitor car status, in spite of the fact that it may be in possession of Alaktika car sticker.
- 9) As every HIG flat have a designated parking space, parking of two-wheelers/bicycles should be restricted to the respective parking slots. Encroachment of common areas will not be permitted. Parking in front of gates, letter-boxes, meter-rooms, fire-fighting apparatus is not permitted.
- 10) Flat owners of MIG buildings having parking space will park their two-wheelers/bicycles in their designated parking spaces. Those flat owners not owning parking spaces will park their two-wheelers/bicycles in areas that will not encroach upon other flat-owners' parking space. They should also not park in front of gates/meter-rooms/fire-fighting apparatus/letter-boxes/notice boards/lobbies.
- 11) Gate no. 5 may be used by the residents only for entry/exit between 9A.M. and 6 P.M. Visitors, employees, servants, etc. will not be permitted to use this gate. Vehicular movement through this gate is also not permitted. For entry/exit through this gate identity card is mandatory, otherwise the resident will have to sign the entry/exit register.
- 12) All parking space owners are requested not to issue NOC regarding parking space to any person who is not a tenant/flat owner of Alaktika.
- 13) All residents are requested to verify the identity and antecedents of the domestic servants, before employment. It will be advisable to employ somebody whose work identity card has been issued after proper verification, by our security staff.
- 14) If any security related issue arises due to any domestic servant the matter should be reported to the security-in-charge immediately, for black-listing of that person, and for further action.
- 15) Residents are to issue gate pass in the proper format (which will be circulated) whenever their staff/domestic servants have to carry any goods or materials outside the complex.

- The security staff will allow that person to take out the said item only after verifying the gate pass.
- 16) Any kind of damage or loss within the complex is liable for compensation by the offender.
 - 17) Letters of residents delivered by courier/speed-post/ registered post will be delivered at the respective flats when the resident are available. In the absence of the resident, the security personnel will receive such letters only when previous authorization (in printed format) has been given to the security personnel beforehand. No such letter will be accepted by the security personnel without the said authorization. If previous authorization has been given, the security personnel will receive such letters and inform the addressee at the earliest regarding the same.

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 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) Please **SWITCH OFF** the fan after exiting the lifts.
- 15) **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.

These instructions may please be read with the existing norms already in vogue in the Society. To strengthen the security of the residents of Alaktika Housing Complex, the Board has decided to

introduce an Identity Card to prevent/restrict the entry of unauthorized persons inside the complex. This is also necessary for those flat owners who occasionally come to visit Alaktika. We do not have any mechanism to check the authenticity of letters/communications/instructions and even the identity of these flat owners. The Board will issue one identity card to the flat owner(s) free of charge, for the first time. Additional identity card(s), including those for the tenants will be charged. The board will notify all the flat owners shortly regarding the procedure.

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.

12. Resident Directory

No.	Flat No.	Owners' Name	Email	Intercom Number	Landline	Mobile
1	1A-G01	ARSHAD ALI / AMINA KHATOON	arshadali2006@gmail.com	110		9331920917 9331920918
2	1A-G02	MIRA DUTTA			2245 6630	9339635271
3	1A-G03	SUBHAS CHANDRA PANDEY		132		9477321269
4	1A-G04	AMAR NATH MUKHERJEE				2358 6402
5	1A-101	RUMA GHOSH				8420078488
6	1A-102	ADHIR CHAKRABORTY		246		9830332960
7	1A-103	RAMENDRA NATH DEY		133		9477540078
8	1A-104	SITANGSHU SEKHAR DUTTA / ALOKA DUTTA		402		2356 0964
9	1A-201	ARPITA DAS / KRISHNENDU DAS		325		2694 2589
10	1A-202	VIJAY KUMAR DALMIA		134		9330853334
11	1A-203	ASHIS KUMAR PAUL / MITALI PAUL				9830781043
12	1A-204	CHAMPAKALI BAKSHI	champakali_83@yahoo.com	320		9831000756
13	1A-301	PROSENJIT SAHA		136		9434317613
14	1A-302	SOMENDRA PRATAP SINGH	sp Singh370@gmail.com	245		9836094833
15	1A-303	MOZAMMEL TARAFDER / KHABIRON BIBI				9830162673
16	1A-304	SUDHA PANDEY	pandey_ys@hotmail.com	135		9830713377
17	2A-G01	VIJAY KUMAR SINGH	vijaybindu2001@yahoo.co.in	137		9903332030
18	2A-G02	RABI SINGHA ROY		328		9836033221
19	2A-G03	SHAHZAD ALAM		138		9831091132
20	2A-G04	SWASTIMOYEE DAS		350		9339851821
21	2A-101	JAYANTA KUMAR DEY		141		9831196074
22	2A-102	NAZIR HOSSAIN MONDAL / FATEMA PARVIN				9830204029
23	2A-103	MIRA MUKHERJEE	kaushik_dvc@yahoo.com			9474376739 9433168666
24	2A-104	MAHESH VADDI		139		9330221219
25	2A-201	SUNIL KUMAR SINGH				9830294685
26	2A-202	DEBANJANA CHATTERJEE		140		9836490110
27	2A-203	TANUJ KUMAR BISWAS				03472-253898
28	2A-204	SARFARAZ AHMED KHAN		333		9051660925
29	2A-301	RAVINDRA SHAH	ravi.shah9870@gmail.com	401	22162054	8013545594
30	2A-302	LAKSHMI KANT GHOSH		319		9748238236
31	2A-303	ANADI NATH BHATTACHARJEE				9830401515
32	2A-304	SUNIL KUMAR PATHAK	sunilpathak01@gmail.com	172		9674167478
33	3A-G01	PARTHA SARATHI BASU		272	25266915	9433671564
34	3A-G02	CHANCHAL PYNE	pyen@srei.com	365		9830221521

35	3A-G03	BADAL MANDAL	Badalmandal42@gmail.com	321		9851968808
36	3A-G04	SHEKHAR CHAKRABORTY				9434376775
37	3A-101	RAJESH CHAKRABORTY	rajesh_iiswbm@yahoo.co.in	180		9830126973
38	3A-102	ABHIJIT GHOSAL		181		9431337477
39	3A-103	SYED MOHD. ZAFAR	tabassumzafar@rediffmail.com	182		9681710056
40	3A-104	RAMA SHANKARLAL SRIVASTAVA				9831015253
41	3A-201	ANITA GUPTA		330		9830155407
42	3A-202	UNREGISTERED FLAT				
43	3A-203	SUDEEP KUMAR MANDI		179		0322 264066
44	3A-204	BISWANATH SAHA				9830604312
45	3A-301	RABINDRA NATH RUDRA		176		9874802663
46	3A-302	RUMA KUMARI		269		30933400
47	3A-303	DHARMENDRA KR. PANDEY	dkp005@rediffmail.com	177	66036177	9007741807
48	3A-304	PRABIR PAUL	10chowringhee@gmail.com	178		9830630780
49	1B-101	LALITA KHAITAN		378		9832113443
50	1B-102	TAPAN KUMAR GHOSH / TAMA GHOSH	tk.29ghosh@gmail.com	229		9433672933
51	1B-103	MADHUSUDAN MUKHERJEE / APARNA MUKHERJEE	m_mukherjee_pkp@yahoo.com	250		9433173293
52	1B-104	SAURABH LAHIRI	saurabh_669@yahoo.co.in	314		9433001224
53	1B-105	ARUN SANKAR CHATTERJEE / KALPANA CHATTERJEE		287		9432173376
54	1B-106	SUBRATA ROY				+95321726527 7
55	1B-107	SANTOSH MISHRA / RAJIV MISHRA		251		9331029220
56	1B-108	RAKHI MAZUMDAR	rakhi.mazumdar@gmail.com			9830621145
57	1B-201	MAYANK KISHANPURIA	mayank@kishanpuria.in	228		9062666333 9330933099
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59	1B-203	MRINMAY BISWAS / MANJU BISWAS	mrinmaybiswas_203@yahoo.com	258	25266021	9836607659
60	1B-204	SUBRATA KUNDU	kundusubrata123@rediffmail.com	286		9836532362
61	1B-205	BISAKHA KUNDU / SWAPAN KR. KUNDU		256		9874093911 9609268344
62	1B-206	PINAKEE DEY	pinakee_dey@yahoo.co.in	247	25266013	9433099296
63	1B-207	ARUP KUMAR MALLICK / BRATATI MALLICK	arupm69@yahoo.com	257		9886262526
64	1B-208	VANDANA MISHRA SACHIDANANDA MISHRA	snm200571@gmail.com	329	2500-6008	9830301194
65	1B-301	AMIT ROY CHOUDHURY / RATNA ROY CHOUDHURY		347		2465 7604

66	1B-302	PROFULLA KUMAR GHOSH / ARATI GHOSH		346		03452 252213
67	1B-303	SUDIPTA GHOSH / MANJUSHREE GHOSH	dgpsudipta@yahoo.com	220		9433231401 9538226757
68	1B-304	ARABINDA PAL		227		94343 66291 9434973315
69	1B-305	BAL BHADRA MISHRA		254	2335 7613	9874389304
70	1B-306	PURNIMA DAS		289		03523 243271
71	1B-307	DEBASHIS HAZRA	debashis_cal@yahoo.co.in			9933366892
72	1B-308	PARTHA CHOUDHURY / SOMA CHOUDHURY	parthapapan@gmail.com	255	25266022	8961579296 8961070118
73	1B-401	ANAMITRA GHOSH / TUSHAR KANTI GHOSH		225	2337 -7956	9830033291
74	1B-402	PRONATI ROY / LAKSHMI NARAYAN ROY		297		9830515170
75	1B-403	AKHIL KAPOOR	kapoorkol@yahoo.co.in	361	24133176	9831174634
76	1B-404	DILIP KUMAR SAHA		268		9830327919
77	1B-405	SIDDHARTHA/SUKANYA CHOUDHURI	Siddhartha_chdhr@yahoo.co.in	377		9830157719
78	1B-406	REGINALD GOMES / ARCHANA GOMES		335	40620397	2445 3966
79	1B-407	SANJAY TIWARI	san_cybr@hotmail.com	218	25266905	9748662903
80	1B-408	SANAT KUMAR BASAK		219		2219 3444
81	1B-501	TAPAN KUMAR DAS / FALGUNI DAS	tapandas3123@gmail.com	248		09880206284 09535101812
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83	1B-503	MITTRA MITRA		396	2321 -7273	23217273
84	1B-504	SEKHAR KR. BANDYOPADHAY				9903360062
85	1B-505	SIDDHESWAR CHANDRA / LIKHA CHANDRA		216		9831313382
86	1B-506	RAKESH KUMAR		215		94331 10841
87	1B-507	BHABATOSH BHAWAL / TAPASI BHAWAL		217		9339852839
88	1B-508	BISWAJIT BISWAS	alok.biswas@utibank.co.in			25226608
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90	1B-602	ANANDA DEY	adey-338@gmail.com	302		9434321956
91	1B-603	SUKANTA DEB	adey-338@gmail.com	345		9051037777
92	1B-604	SAMBHU NATH MONDAL		384		09804186301
93	1B-605	SHILPA LOHIA	shilpa_five@yahoo.com	323		22700783
94	1B-606	SWAPNA ROY / SAYANTI ROY				9830815250
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96	1B-608	DEEP SANKAR BHATTACHARYYA / BHASWATI BHATTACHARYYA	alaktika1b608@gmail.com	214	25266014	9830998185
97	1B-701	ASOK KUMAR BANDYOPADHYAY / TAPATI BANDYOPADHYAY	chandanasok.banerjee@gmail.com	224	40620095	9007316067

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100	1B-704	SUBHADRA DAS / SABITA DAS				23510085
101	1B-705	SOMNATH DEY		322		25766014
102	1B-706	KAMAL EDBAR / KALLOLI EDBAR		213		9830603896
103	1B-707	RINA SIL / SOMASREE SIL	ajitkumar.sil@gmail.com	253		9433010684
104	1B-708	APURBA SINHA ROY	apurbajrc@gmail.com	290		9830179338
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116	1B-904	MUKUL KUMAR SAHA				9830149191
117	1B-905	ARUP KUMAR DAS				9864111178
118	1B-906	MOUSUMI BISWAS / BIDYUT KANTI BISWAS	mous_4945@dataone.in			9831594733
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131	2B-203	PAULAMI MUKHOPADHYAY				25321616
132	2B-204	KUMAR SHOURAV		191	054225055 07	08583035522
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137	2B-301	SAMIR KUMAR NATH		189	25266908	9830852680
138	2B-302	SHIVAJEE SINHA / PINKEY SINHA		192		2358 2388
139	2B-303	SWAPNA CHATTERJEE / UTPAL CHATTERJEE				2688 6843
140	2B-304	SAMRAT MUKHERJEE / APARNA MUKHERJEE				03216 237462
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142	2B-306	KANAILAL MAITY / SANTANU MAITY		196		2573 5222
143	2B-307	MUKESH KISHANPURIA		292	2556 7924	9330645799 9330933099
144	2B-308	SOURAV DAS		332		9433351401
145	2B-401	SHASHI SHARMA		187		2320 5141
146	2B-402	PRACHETA GUPTA / MITRA GUPTA	pracheta62@gmail.com	242	40622013 2574- 2626	9830709901
147	2B-403	PREETAM GHOSH		188		2219 6883
148	2B-404	JAYATI SEN / GOURI SEN		190	2358 1694	9433903568
149	2B-405	ANUTOSH CHATTERJEE	anutosh.chatterjee@rediffmail.com	145	66036145	9432493006
150	2B-406	SUPRITI KUMAR GHOSH / KRISHNA GHOSH			2590 2659	9433242328
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152	2B-408	APURBA SAHA / SAMPA SAHA (PAL)		197		98323 28508
153	2B-501	DIPESH PAUL / SUKLA PAUL		371		94331 27353
154	2B-502	INDRANIL CHOWDHURY		186	2500 -5833	9748831830
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159	2B-507	RADHARANI MANNA		198		9339076452
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164	2B-604	SUDAKSHINA GHOSH / SATHI GHOSH		363		9433367255
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166	2B-606	ARUP KUMAR SARKAR / SUBHRA SARKAR	sarkar.atrick13@gmail.com	344		9932539925
167	2B-607	PRADIP KUMAR GHOSH			24340731	9831029805
168	2B-608	NAMITA NANDI		241	24124242	9431599539
169	2B-701	RAM TARAK JAISWAL / RAVI SHANKAR JAISWAL		183		9415475747
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174	2B-706	ATISH CHANDRA SINHA / REENA SINHA		204	40620536	9231655618
175	2B-707	TAPAS CHAKRABORTY / GOPA CHAKRABORTY		305	2359 -1562	9831268037
176	2B-708	BIJAN KUMAR CHAKRABARTI / SUBHALAXMI CHAKRABARTI	rishichak@gmail.com	240		9143174055
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178	2B-802	MUKTI PADA SASMAL			25745465	9433151938
179	2B-803	SITANGSHU KUMAR SAHA / SWAPNA SAHA		294		98306 37810
180	2B-804	ARATI RAKSHIT				9433125773
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182	2B-806	SUMIT DEB / SILA DEB		206		9331029544
183	2B-807	DILIP KUMAR DE		299		9432356193
184	2B-808	PROBAL SENGUPTA / MAITRAYEE SENGUPTA	probal@gg.iitkgp.ernet.in	207		9433423738
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186	2B-902	BANGASRI CHAUDHURY		210	034722530 89	09434056688 9051331539
187	2B-903	RINA SARAF		117	30904411	8100857141 9832113443
188	2B-904	TARADAS BANDYOPADHYAY	taradasb@yahoo.com	456		9002136479 9531617555
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195	1C-103	SUBHANJAN ACHARJEE				9007505250
196	1C-201	RAJESH MAHANTY	rmahanty@gmail.com	270		9433773454
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198	1C-203	ARABINDO ADHIKARY / RAKHI ADHIKARY	arabindoadhikary@gmail.com			9835127635
199	1C-301	SWAPAN KUMAR BISWAS / ALO BISWAS	skbiswas@gmail.com	267		9874162477
200	1C-302	NITISH CHANDRA DHAR		281		9432282022
201	1C-303	PRABIR KUMAR DEY	pkdey2505@gmail.com	221		9431600521
202	1C-401	MANJULA BHATTACHARYA / SAILENDRANATH BHATTACHARYA	swastikb@gmail.com	412		9836744563
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204	1C-403	ASIS KUMAR GOSWAMI / ANINDITA GOSWAMI				09422921690
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207	1C-503	ASHUTOSH ACHARYYA / SUCHATA ACHARYYA				2359 1853
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221	2C-102	JAYABATI CHAKRABORTY / BIVASH CHAKRABORTY	bivash.chakraborty@eu.biomerie nk.com	237		0120 2912372

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249	3C-103	SANTANU KUMAR BANERJEE / MADHUMITA BANERJEE		161		7815271068
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255	3C-303	RAJARSHI BASU/SUSMITA BASU	Rajabas2002@gmail.com	404		8697734167
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272	3C-902	BIPLAB BANERJEE / JAYITA BANERJEE	cfil.biplab.banerjee@citigroup.com			9831060635
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274	1D-101	SHYAMAL KRISHNA RAY CHAUDHURI / REBA RAY CHAUDHURI	skraychaudhuri@ntpc.co.in	118		06429 222230
275	1D-102	SIBANI DAS / SUMAN DAS		413		2335 5075
276	1D-103	ASHOKE KUMAR MAITRA / SOHINI MAITRA	maitra@sintex.co.in	307		9825073169 09898620111
277	1D-201	UTTAM PAL / DEBASHREE PAL	myself_uttam@yahoo.co.in	370		9830301046

278	1D-202	BHASKAR GUPTA / SAGARIKA GUPTA	bhaskar.gupta@rediffmail.com	385		9831043944
279	1D-203	SUBINOY DAS	subinoy@rediffmail.com	106	24470561	9007775860
280	1D-301	DAYANAND PARASHAR / SANTOSH PARASHAR	deepakcottage@yahoo.com	379		9811401238
281	1D-302	MALA DATTA / DEBANJAN DATTA	danjancal@yahoo.com			9831603330
282	1D-303	PUNEET PANDEY	Pandey_p1@radiffmail.com	105		9836342224
283	1D-401	SUBASHISH SARKAR / SOUMITA SARKAR	subashishsarkar@gmail.com			9650991590
284	1D-402	Anindya Dasgupta	Anindyadasgupta.123@gmail.com	358		9830304670
285	1D-403	NILOY BRATA SEN / URMIMALA DUTTA	nsem@etouch.net	395	+15107449 231	9874527693
286	1D-501	PROSENJIT ROY	rprosenjit@gmail.com	367		9474142223
287	1D-502	RAJARSHI BAGCHI / SMITA PURI(BAGCHI)	rajarshi_bagchi@hotmail.com	316		26541426
288	1D-503	PREETI PARASHAR / SUDIPTA MUKHERJI	parashar@isical.ac.in	102	2575 -5501	9903616314
289	1D-601	NIRMALYA CHAKRABORTY	nirmalya_2k@gmail.com			2500 5415
290	1D-602	SOUVIK BANERJEE / MALAY KUMAR BANERJEE	souvik_mss@yahoo.com			9830291038
291	1D-603	GOURDAS ROY / BHARATI ROY	gourdasroy@hotmail.com			9810401980
292	1D-701	AMIT KUMAR	amitkumar1977@gmail.com	275		9163018498
293	1D-702	GAUTAM PAL	gautampal18@hotmail.com	104		9903011356
294	1D-703	SURAJIT DHAR / DEBARATI DHAR	surajit_dhar@yahoo.com	103	+65675305 19	9775232920 9748288233
295	1D-801	DIBYENDU BHATTACHARYA / BALLARI BHATTACHARYA	d.bhattacharya@utibank.co.in	375		22833104
296	1D-802	DR. RAJIT BHATTACHARYA	Rajit-b03@yahoo.com	108		09934120789
297	1D-803	RAJA MUKHERJEE	rmukherjee555@hotmail.com	313		9330897497
298	1D-901	PARVEEN AGARWAL / VIBHA AGARWAL	agarwalparve@gmail.com	107		9823435152 9830206889
299	1D-902	DEIPA NARAYAN JHA / UDIT NARAYAN JHA			098191981 19	022 26367045
300	1D-903	DR.ANURADHA PHADIKAR/ARUN MAITI	Anuradha phadikar@rediffmail.com	354		9433364512 08697004189
301	2D-101	SARIT KUMAR DAS / SHELLEY DAS	skdas@ee.iitkgp.ernet.in	334	40620486	03222 283045
302	2D-102	RAMKUMAR GUNIACHANDRASEKARAN / SANTA GHOSH	gcrankumar@yahoo.com			+41622960120
303	2D-103	DEBASHISH BISWAS / PRADIPTA BISWAS				23217518

304	2D-201	ARINDAM BASAK / KALPANA BASAK	ramkanaibasak@yahoo.co.in	387		9831362484
305	2D-202	SUBRATA DASGUPTA / SUSMITA DASGUPTA	subrata.dasgupta@ardara me.co m	126		96824505660
306	2D-203	MANOJIT DAM	dam_1947@yahoo.in			9836830039
307	2D-301	SANDIP DATTA / PARAMITA DATTA	sandip0807@yahoo.com			254-20826104
308	2D-302	BISWADEB BANDYOPADHYAY	biswadeb bandyopadhyay@yaho o.co.in	410		9903052768
309	2D-303	VIJAY KRISHNA OJHA / SHEILA OJHA	vijoy_3k_2000@yahoo.co.in	295	25266909	8017031724
310	2D-401	RATHIN KR. RAY/KALPANA RAY	rathin_ray97@rediffmaill.com	312	24363181	9831197944
311	2D-402	SASHANKA SHEKHAR BANERJEE / MALABIKA BANERJEE	ssb30101953@yahoo.com			0129 5081124
312	2D-403	MANOJ KUMAR PATHAK / ARCHANA PATHAK	manoj_pathak4@yahoo.com	119	40620244	9830192148
313	2D-501	AVIJIT DUTTA ROY	avijit_dr@yahoo.com	125	25266906	25731400
314	2D-502	SURYASISH GUPTA	suryagupta@hotmail.com			9830203783
315	2D-503	PARTHA GHOSH / PAROMITA GHOSH	partha1971@gmail.com			9831701454 2146045303
316	2D-601	RITA DAS	biplab_das33@yahoo.com			9434025751
317	2D-602	JAHARLAL BANERJEE / SAMPA BANERJEE	jaharlal.banerjee@rediffmail.com			2455 4026
318	2D-603	AVIJIT MUKHERJEE / PURNIMA MUKHERJEE	gm.iitkgp@gmail.com	109	40620757 25266020	9434017385
319	2D-701	ASHOK MANNA / TAPASI MANNA	ashokmanna@hotmail.com	288		9884040458
320	2D-702	ANINDYA KUMAR BASU / SRABONI BASU	santool123@yahoo.com	318		+13034006820
321	2D-703	PRABIR KUMAR SANDELL / SUNANDA SANDELL	prabirsandell@gmail.com	317		9810078806
322	2D-801	KAUSIK BAGCHI / URMI BAGCHI	kausikbagchi@hotmail.com			040 23544724
323	2D-802	SUVRAJIT NANDI / KRISHNA GOPAL NANDI	nandikg@yahoo.com	124	25266907	9831618181
324	2D-803	QUAZI IMANUL HAQUE	imanhaq@rediffmail.com	306		2240 8417
325	2D-901	ASHISH KUMAR	ashu_kum@hotmail.com	123	25266901	9433461467
326	2D-902	SANTANU GHOSH / URMI ROY CHAUDHURY	santanurmi@yahoo.com	122		9830512356
327	2D-903	IFTEKAR ALI BISWAS	iabiswas@yahoo.com	274	40618169	9954049109
328	3D-101	SWAPAN KUMAR PANDA	skpanda@essar.com	148		9879102865
329	3D-102	SANJAY KRISHNA / SANCHITA S.KRISHNA	skrishna@chtm.unm.edu	120	+50579771 83	9051011156 9433207316
330	3D-103	AMIT KUMAR GHOSH / SUNITA GHOSH		131		0343 2534659

331	3D-201	SWAPAN KUMAR PRADHAN	swapankumarpradhan@yahoo.com	129	66036129	9903705205
332	3D-202	KUNAL KANTI KONAR / TAPTI KONAR	konar_kk@yahoo.com	389	24364049	9831532041
333	3D-203	SOUMEN CHAKRAVERTY	mail4nandita@gmail.com			9674537025
334	3D-301	CHHABI TARAFDAR	ctdar@rediffmail.com	121		9831136315
335	3D-302	BINOY KUMAR SEN / BISWADEEP SEN	senbiswadeep@gmail.com	393		9836270019
336	3D-303	RUDRA PADA SARKAR / MAHUYA DATTA	rudra.sarkar@gmail.com	310		9836157202
337	3D-401	ANUP KUMAR NANDY / ENAKSHI NANDY	Aknandy14@gmail.com	273	09437347275	06760 241169
338	3D-402	PALLAB DASGUPTA / SAGARIKA DASGUPTA	pallab@cse.iitkgp.in	265		9434016141
339	3D-403	RAJU MUKHERJEE	papun81@gmail.com			9434227573
340	3D-501	DEVASHIS MULLICK / MITA MULLICK	dmullick2004@yahoo.co.in			97126265827
341	3D-502	SUNANDO DASGUPTA / SWAGATA DASGUPTA	sunando.dasgupta@gmail.com	130		9434020641
342	3D-503	AMAR KR. SHAW		376		
343	3D-601	SUPARNA DAS / KRISHNENDU DAS	supadas@in.ibm.com	149	40620279	9831543398
344	3D-602	PALLAB KUMAR DUTTA ROY / PARTHA PRATIM DUTTA ROY	parthaduttaroy@yahoo.co.in	128		9051437440
345	3D-603	KALYAN KUMAR DAS / SOMA DAS	soma.mitra.das@gmail.com			9840823061
346	3D-701	SIDDHARTHA CHAKRABORTY / DALIA CHAKRABORTY	sidchak007@hotmail.com	353		96824481296
347	3D-702	SUMITRO MAJUMDAR / MITALI MAJUMDAR	ortimus@hotmail.com			9830135639
348	3D-703	CHANDAN MUKHOPADHYAY / PURNAVA MUKHERJEE	chanmukhar@yahoo.com			
349	3D-801	MADHU KILLA / VINAY KILLA	arunbanerjee@taiind.com			9883608700
350	3D-802	ROHAN GHOSH / NANDINI GHOSH	rohanghosh@taiind.com	150		9831610055
351	3D-803	RAJAT BHATTACHARYA	maiden@satyam.net.in			30906741
352	3D-901	SAIBAL SAHA	saibal_saha_1@yahoo.com			9810900003
353	3D-902	DEBASISH CHATTOPADHYAY / SUCHITA (NANDI)CHATTOPADHYAY	debasishch64@rediffmail.com	266	25266018	9434031436
354	3D-903	SIBOPROSAD SANYAL / SUSMITA SANYAL	sanyal_enterprise09@yahoo.co.in	127		9475343017
355	1E-101	DEBOPRIYA MUKHERJEE / AMITAVA DALAL	debopriya@gmail.com	230		9886636045
356	1E-102	PRADYOT KUMAR SARKAR / MINAKSHI		327		24795565

		SARKAR				
357	1E-201	VINAY DHANUKA	vinaydhanuka@gmail.com	144		9836688588
358	1E-202	SABYASACHI SAHA / APARNA SAHA	sahasabya@hotmail.com	309		+14089830721
359	1E-301	ANUPAM DUTTA / DOLANCHANPA DUTTA	anupam.dutta@in.ibm.com			9830019454
360	1E-302	SIDDHARTHA SANKAR BERA / TANUSREE BERA	ssbera@gmail.com			14088212091
361	1E-401	ANUPAM KAR / ANKITA KAR	anupamkar@yahoo.com	356		97470200400
362	1E-402	SWAPAN KUMAR DAS / BULU RANI DAS		146	40620240	9331207448
363	1E-501	PRIYADARSHINI ROUTH	pkronth@hotmail.com			0431 2401 222
364	1E-502	BISWAJEET SEN GUPTA / MITUL MUKHERJEE		326		24655763
365	1E-601	ARPAN PAL / SANGHAMITRA PAL	arpanpal2007@gmail.com	243	40620373	9830112993
366	1E-602	DIPAK KUMAR ROY / SUCHITRA ROY	dipakroy@rocketmail.com			9733837727
367	1E-701	SUKDEB SUSHIL BASU / SUMITRA SUKDEB BASU	sukbasu@yahoo.com	293		+66 96668093
368	1E-702	PRATYUSH DASGUPTA / OINDRILA DASGUPTA	pratyush.dasgupta@flextronicssof tware.com			011 26178954
369	1E-801	SANDHYA GHOSHAL / KAMALA PADA GHOSHAL	cesmail@vsnl.com	397		2335 0151
370	1E-802	KAMINI R. JAIN				9820641468
371	2E-101	ARJOO BANDOPADHAY / DOLLY BANDOPADHAY	arjoo.bandopadhay@reynoldspkg .com			+14122607435 4122607435
372	2E-102	LALITA BARNWAL		336		9334911991
373	2E-201	SUMIT DEY	sumrajdeep@rediffmail.com	147	+25473603 3708	9883723668
374	2E-202	JOLLY BHATTACHARYA / ASIM BHATTACHARYA	asim_doha@yahoo.com	271		9831665344
375	2E-301	SANDIP KUMAR KUNDU / PAMELA KUNDU	sandipkundu44@gmail.com	357	40620256	+6591890612
376	2E-302	SANJAY KUMAR MUKHERJEE / SONALI MUKHERJEE	sonali_muk123@rediffmail.com	359		+34679845821
377	2E-401	SANTONU SARKAR / KAKALI SARKAR	santonus@yahoo.com			9886781156 9538877566
378	2E-402	AYON MANDAL / TITHIPARNA SENGUPTA	ayon.mandal@gmail.com	112		9831448826
379	2E-501	SHILPI MUKHOPADHYAY / BIKRAMADITYA MUKHOPADHYAY	shilpi_mukhopadhyay@yahoo.co m.hk	232		9831368767
380	2E-502	MOUSUMI ROY / BASAB ROY	roybasab@hotmail.com	233	25266913	2551 6955
381	2E-601	SWAPAN KUMAR BHUIN	swapan.bhuin@wipro.com	113		03243 265355

382	2E-602	VED PRAKASH CHHAPARIA / AMITAVH PHUKAN & MR. PRAVEEN GOENKA	praveen@goenka.co.in			40045230
383	2E-701	KAUSHIK KUNDU / ARUNA KUNDU	kkundu@yahoo.com	331		23374195
384	2E-702	SUBHADIP CHATTERJEE / SASWATI CHATTERJEE	subhdipsas@yahoo.com	231	40620262	9830325119
385	2E-801	RITA PAL / GAUTAM PAL	gautampal18@hotmail.com	111		9903011356
386	2E-802	SWAPNA CHHETRI	swapan_chhetri@yahoo.co.in	143	40620684	9831194337
387	1F-901	RAKESH BATRA / NANDINI SINHA BATRA	rbatra81@hotmail.com			9845466040
388	1F-902	SANDIP KAR / REKHA KAR		342		9830029870
389	2F-901	BIPUL RANJAN SARKAR	bipulranjans@yahoo.co.in	315		9433330881
390	2F-902	GENERAL FINANCE & INVESTMENT COMPANY LTD	ranjan.ghosh@peerless.co.in			9830177580

13. Important Communications (2013-14)

Ref.: ALAK/NTECL/01

Dated: 23/12/2013

The Station Manager,
New Town Electricity Company Ltd.,
Action Area I,
New Town,
Kolkata – 700156.

Subject: High voltage supply

Sir,

This is to inform you that we are receiving electricity supply at a high voltage, – about 250 +/- 2 volts, inside our housing complex for the last few days. As a result of this a few of the electrical gadgets have broken down both in the common area of the housing complex and at domestic level.

We, hereby earnestly request you to reduce the voltage accordingly, so that no further damage occurs.

Thanking you,

Yours truly,

Sujit Goho
President
(mobile no.:9433202191)

The Officer In Charge,
New Town Police Station,
New Town,
Kolkata – 700156.

Subject: Parking of commercial vehicles in road no 674 and problems related to it

Sir,

This is to bring to your notice that the road no.674 is the main approach road to our housing complex. This road is being used by several commercial agencies to park their vehicles on both sides. These buses, trucks, dumpers, cement mixers, sedans and small cars are kept parked for long hours throughout the day. The drivers of these vehicles commit nuisance on the road side and also litter the area with leftover of eatables and plastic bags. The frequent passage of these heavy vehicles are also increasing the pollution in our housing complex.

As a result of all this the road has developed large craters and countless potholes and the residents and school children of our housing complex are forced to walk through the middle of this road, as no pavement has been constructed by the authorities. We anticipate that accidents may happen at any moment.

Our problem is also getting magnified as parking is not allowed on the road between City Centre 2 and Uttara/Ujjawala Housing complexes. Hence all the cars from that side are crowding road no.674.

I sincerely request you to prohibit the parking of busses/trucks/dumpers/concrete mixers in road no.674 as you have done in the road between City Centre 2 and Uttara/Ujjawala Housing complexes.

Thanking you,

Pinakee Dey
Secretary

Sujit Goho
President

Ref.: ALAK/BPHDCL/01/2013'14

DATED: 19/12/2013

Mrs. Anupama Vaidya,
Dy. General Manager,
Bengal Peerless Housing Dev. Co. Ltd.
6/1A, Moira Street,
Mangaldeep, Ground Floor,
Kolkata – 700017.

Sub – Mutation Certificate

Dear Madam,

We have been informed by the 'Mutation Department' of NKDA, that the 'Mutation Certificate' of Alaktika Housing Complex is ready, for collection by the respective promoter.

So, I would earnestly request you to collect the same from NKDA office, and forward the relevant copy to us, so that we can begin the process of recording of title of our flats as early as possible.

Thanks and regard,

Sujit Goho
President

Mr. Debashis Sen,
Hon'ble Chairman & Managing Director,
WBHIDCO Ltd.,
HIDCO BHABAN,
Premises No.:35-1111,
Major Arterial Road, 3rd Rotary,
New Town, Kolkata--700156

Subject: Environmental Pollution at Alaktika Housing Complex, New Town

Sir,

The residents of Alaktika & the apartment owners' association had previously brought to your notice about the serious air-pollution problems that the residents of this housing complex are facing due the 'batching plant' of M/s L&T, that has been allowed to operate from a space near our housing complex. We had even taken this matter to the West Bengal Pollution Control Board (WBPCB) for redress. The WBPCB had passed some orders regarding this matter, after inspection (enclosure no.1), which has not been implemented by the appropriate agencies.

In the mean time, due to the extended rainy season this year, the problem had mitigated somewhat. However, with the start of the dry season the air pollution has come to haunt the residents of our housing complex with renewed fury and the whole area is covered with a shroud of dust throughout the day.

As a result of this the residents of this housing complex are experiencing a spurt in the attacks of respiratory problems like bronchial asthma, acute exacerbations of COPD, acute bronchitis, allergic rhinitis, etc.

In addition to the air pollution, there is noise pollution also. Heavy trucks, dumpers and concrete mixers are ferrying materials through road no.674, which is the main road adjoining our housing complex, throughout the day and even at the dead of the night. They are blowing the horns of their trucks with complete disregard to the residents of our housing complex. As a result of frequent passage of heavy vehicles through this road, it has developed large craters, and is perhaps the worst road in New Town.

It is inexplicable as to why this 'batching plant' has been allowed to be setup near a residential area, when vast stretches of vacant land are lying unused throughout New Town. The authorities have completely disregarded the safety of the residents of the locality.

In this context I would like to mention that we have performed air pollution study inside our housing complex, independently through a private agency M/s. Envirocheck, which has NABL accreditation. I am enclosing report of the study (enclosure no.2) for your perusal. You will find that the concentrations of SPM & RPM are very high as compared to the National Ambient Air Quality Standards, as notified by the Ministry of Environment and Forests, Government of India notification, 1994.

Please, therefore, look into this matter urgently and do the needful.

Thanking you,

Yours truly,
Sujit Goho (Mob. No. 9433202191)

Hon'ble Minister of Environmental Affairs,
Dr. Sudarshan Ghosh Dastidar,
Department of Environmental Affairs,
FD-415/A, Sector III, Poura Bhavan,
4th Floor, Bidhan Nagar,
Kolkata – 700106.

Subject: Environmental Pollution at Alaktika Housing Complex, New Town

Sir,

The residents of Alaktika Housing Complex, New Town, are exposed to very high levels of air pollution for the last one and a half years, since a 'batching plant' has been allowed to be set up near the housing complex. The apartment owners' association had previously informed HIDCO & NKDA about this serious air-pollution problem. Subsequently we had even taken this matter to the West Bengal Pollution Control Board (WBPCB) for redress, as HIDCO & NKDA had been totally apathetic to our plight. The WBPCB had passed some orders regarding this matter, after inspection (enclosure no.1), which has not been implemented by the appropriate agencies.

In the mean time, due to the extended rainy season this year, the problem had mitigated somewhat. However, with the start of the dry season the air pollution has come to haunt the residents of our housing complex with renewed fury and the whole area is covered with a shroud of dust throughout the day.

As a result of this the residents of this housing complex are experiencing a spurt in the attacks of respiratory problems like bronchial asthma, acute exacerbations of COPD, acute bronchitis, allergic rhinitis, etc.

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Please, therefore, look into this matter urgently and do the needful.

Thanking you,

Yours truly,

Sujit Goho (Mob. No. 9433202191)

Ref. No.: ALAK/HIDCO/02/2013-'14

Dated: 23/10/2013

The Chief Executive Officer,
NKDA,
Main Arterial Road,
Kolkata – 700156.

Subject: Repair of Road no.674

Sir,

This is to bring to your notice that the above mentioned road, which is the main approach road to our housing complex, is in an extremely pitiable condition. As heavy vehicles (dumpers, cement-mixers, trucks and buses) are frequently plying this road, the surface has deteriorated very quickly. Water is frequently accumulating in the numerous craters that have developed over time.

Recently, just before the Durga Pujas, the entrance to this road at the M.A.R. end had been dug up, rendering the road even more un-navigable.

We would, therefore, request you to take urgent steps for the repair of this road, on an emergency basis, for the safety of the residents of our housing complex.

Please treat this matter with extreme urgency.

Thanking you,

Yours truly,

Pinakee De
Secretary

Sujit Goho
President

The Traffic Inspector,
New Town Police Station,
New Town,
Kolkata – 700156.

Subject: No Parking Zone in road no.674

Sir,

We are extremely grateful for your prompt response in declaring the road side kerb, adjoining our housing complex, a 'No Parking' zone. This has greatly mitigated the problem of our residents.

However, in spite of the 'No Parking' signs, some vehicles are still being kept parked in the prohibited zone.

So, we would request you to send your patrolling units to this place, from time to time, to catch the offenders and take stern action against these vehicles/drivers.

I would again like to express my gratitude to you in this matter.

Thanking you,

Yours truly,

Sujit Goho
President
Mobile no.9433202191

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

PRESIDENT
Sujit Goho

VICE PRESIDENT
Bidyut Kanfi Ghosh

SECRETARY
Pinakee Dey

JOINT SECRETARIES
Arpan Pal
Macneil Choudhury

TREASURER
Deep Shankar
Bhattacharya

JOINT TREASURER
Vijay Kr. Singh

MEMBERS:
Apurba Sinha Roy
Ashok Kr. Gupta
Asim Kr. Basu
Bal Bhadra Mishra
Bibhuti B. Gupta
Durjay Kr. Ray
Manoj Kr. Pathak
Mrinmoy Biswas
Partha Dutta Ray
Rakesh Kumar
Samir Kr. Nath
Samrat Basu
Sushmita Dasgupta
Swapan Kr. Pradhan
Syed Mohd. Zafar
Tapan Kr. Ghosh
Uttam Pal

Ref.: ALAK/NKDA/01

Dated: 13/04/2013

The Chairman,
N.K.D.A.,
M.A.R.,
New Town,
Kolkata - 700157.

Subject: Representation on behalf of the residents of Alaktika Housing Complex, New Town

Sir,

We would like to present you the following points for the betterment of the residents of our housing complex and the residents of New Town in general. We hope that these will be considered favourably by you.


1. Supply of potable water.
2. Removal of stone crushing plant from its current location to an area where there is no habitation.
3. Cleaning / draining of the stagnant and polluted water in the canal on the north side of Alaktika.
4. Installation of street lights on the northern side of Alaktika.
5. Construction of a proper market for general provisions
6. Daily cleaning of roads
7. Construction of 'walk-over' or 'under pass' with respect to the Main Arterial Road, adjoining City Centre 2.
8. Opening of 'Ration Shops' in every locality and a separate Rationing Office for the jurisdiction of New Town.
9. Ear-marking and construction of a Children Play Ground adjoining to each residential area. Such a play ground can be created on the vested land earmarked as 'green verge' in the master plan, adjoining Srachi Greenwood Sonata & Alaktika Housing Complex.
10. Planting of more trees around residential complexes.
11. Prevention of cattle grazing around housing complexes.
12. Establishment of Helpline nos. for New Town, which are to be displayed at every traffic crossing.
13. Dedicated fire station for New Town.
14. Bus service exclusively within New Town area. Improved surface transport connection with North Kolkata is necessary.
15. Establishment of a state general hospital for New Town.
16. Establishment of a cash collection centre at Action Area II, for New Town Electricity Supply Corp. Ltd., both for pre/post paid meters.

We hope that these will be considered favourably by you.

Thanking you,

Yours truly,


Pinakee Dey
Secretary


Sujit Goho
President

আবাসিকদের প্রতি অবশ্য পালনীয় কর্তব্য:-

১. প্রতিষ্ঠিত সিকুরিটি সংস্থার নিয়োগ আবশ্যিক।
২. উপযুক্ত সংখ্যক নিরাপত্তা রক্ষী নিয়োগ আবশ্যিক।
৩. প্রধান ফটোকে ও প্রতি টাওয়ারে আগমন ও বর্হিগমনের পথে সি সি টিভি ক্যামেরা।
৪. সীমানার দেওয়ালের প্রয়োজনীয় উচ্চতা বজায় রাখবেন ও কাঁটাতারের ব্যবস্থা করবেন।
৫. সীমানার চারিদিকে পর্যাপ্ত আলোর ব্যবস্থা রাখবেন।
৬. সীমানা বরাবর পর্যাপ্ত নজরদারী আবশ্যিক।
৭. প্রতি টাওয়ারে কমপক্ষে দুজন রক্ষী রাখবেন।
৮. প্রতি লিফটে একজন রক্ষী রাখবেন।
৯. প্রতি মাসে কমপক্ষে একটি করে আবাসিকদের নিয়ে ও সিকুরিটি সুপারভাইজারদের নিয়ে সভা করবেন।
১০. প্রতি গেটে কমপক্ষে ৪ জন রক্ষী রাখবেন।
১১. কমপক্ষে চারজন ভ্রাম্যমান রক্ষী রাখবেন।
১২. আবাসিকদের ও ভাড়াটিয়াদের যানবাহন নথিভুক্ত করবেন।
১৩. দুধওয়াল, জলওয়াল, সাফাইওয়াল, খবরের কাগজওয়াল, গ্যাসওয়াল, ধোপা, নাপিত, পুজারী, চাকর চাকরানী ড্রাইভার, ইলেক্ট্রিশিয়ান ও আরো অন্যান্য ব্যক্তি যারা নিয়মিত যাতায়াত করে তাদের পরিচিতি পত্রের ব্যবস্থা করবেন।
১৪. পূজা পার্বন ও অন্যান্য আচার অনুষ্ঠানে উপযুক্ত সংখ্যক নিজস্ব স্বেচ্ছাসেবক বাহিনী নিযুক্ত করবেন।
১৫. আবাসিক ও ভাড়াটিয়াদের যানবাহনের জন্য পৃথক লোগো ব্যবহার করবেন ও নির্দিষ্ট সময় অন্তর তা পরিবর্তন করবেন।
১৬. প্রতি ফ্ল্যাটে কোলাপসসেবল গেট আবশ্যিক।
১৭. মূল ফটকে আই হোল আবশ্যিক।
১৮. মূল ফটকটির সাথে ডোর চেন আবশ্যিক।
১৯. মূল ফটকের প্রবেশ পথে পর্যাপ্ত আলোর ব্যবস্থা করতে হবে এবং আলোর সুইচ ফ্ল্যাটের ভিতরে থাকবে।
২০. যোগাযোগের জন্য ইনটার কাম আবশ্যিক।
২১. ভাড়াটিয়া নিয়োগের ক্ষেত্রে থানার অনুমতি প্রয়োজ্য।
২২. ভাড়াটিয়ার সাথে কোন আগন্তুক এলে তার পরিচয় জানা আবশ্যিক।
২৩. কাজের লোকের সাথে খোলামেলা মিশবেন না। তাদের বর্তমান ও স্থায়ী ঠিকানা জানা আবশ্যিক।
২৪. মহিলা কাজের লোকের ক্ষেত্রে স্বামী/পিতা/সাবালোক পুত্র/কন্যার সম্বন্ধে সম্যক ধারণা থাকা আবশ্যিক।
২৫. কাজের লোকের ফটো ও তাদের ভোটার কার্ড, প্যান, রেশন কার্ড, স্থানীয় গ্রামপ্রধান/ পৌরপিতার শংসাপত্র আবশ্যিক।
২৬. কাজের লোকের সি এ ভেরিফিকেশন আবশ্যিক।
২৭. বাগলার অ্যালার্ম আবশ্যিক।
২৮. অপরিচিত আগন্তুক ও বহিরাগত ব্যক্তিদের কাছে কোন ব্যাগ বা ঐ জাতীয় কিছু থাকলে তার প্রতি সজাগ দৃষ্টি রাখবেন।
২৯. অপরিচিত কাউকে দেখলে সাথে সাথে সিকুরিটিদের জানাবেন।
৩০. থানা, দমকল, এ্যাম্বুলেন্স এবং প্রাকৃতিক বিপর্যয় মোকাবিলা বাহিনীর টেলিফোন নম্বর দ্রষ্টব্য স্থানে লিপিবদ্ধ করে রাখবেন।
৩১. সন্দেহান কোন বস্তু বা ব্যক্তি নজরে আসলে দ্রুত থানায় খবর দেবেন।

ভারপ্রাপ্ত আধিকারিক

নিউটাউন থানা

০২.০৯.২০১৩

কতকগুলি জরুরী ফোন নম্বর :-

নিউটাউন থানা ০৩৩-২৩২৪-৬০৭৬

এ.ডি.সি.পি/এ.সি.পি এয়ারপোর্ট ডিভিশন ০৩৩-২৩২৪-১২৬৬

বিধাননগর পুলিশ কন্ট্রোলরুম ০৩৩-২৩১৯-৪৪০০

বিধাননগর ফায়ার সার্ভিস ০৩৩-২২৫২-১১৬৫, ২২৫২-৩১৭০

প্রাকৃতিক বিপর্যয় মোকাবিলা বাহিনী ০৩৩-২২৬২-৩৬২

WBSEDCL ০৩৩-২৩৩৭-২৮৮৫

সি.ই.এস.সি.লিমিটেড ১৯১২

আবশিকের নিরাপত্তা রক্ষাকারীদের প্রতি অবশ্য পালনীয় কর্তব্য:-

১. পরিষ্কার পরিচ্ছন্ন সম্পূর্ণ নির্দিষ্ট রক্ষী শোশাক পরিচ্ছদ পরিধান করিবেন।
২. ফৌজি মাফিক চুল কাটিবেন ও নিয়মিত দাড়িগোফ সেভ করিবেন।
৩. ফোটা আইডেন্টিটি কার্ড/ পরিচয় পত্র নির্দিষ্ট স্থানে প্রকাশ্যে লাগিয়ে রাখবেন
৪. নির্দিষ্ট ডিউটি স্থলে চলমান থাকবেন।
- ৫.নিজের কর্তব্যে অটল ও দৃঢ় অখচ নম্ন থাকবেন।
- ৬.সিকুরিটি কর্বে সুপারিশ প্রযোজ্য নয়।
- ৭.অপরিচিত আগন্তুক ও বহিরাগত ব্যক্তিদের পুঙ্খনাপুঙ্খ তল্লাশী করিবেন।তাদের পরিচয় পত্র যাচাই করিবেন।তাদের গন্তব্যস্থল সম্বন্ধে সঠিক খোজখবর নেবেন।প্রয়োজনে তাদের সঙ্গে নিয়ে গন্তব্যস্থলে পৌঁছে দেবেন। তাদের বর্হিগমনের সময় সজাগ দৃষ্টি, প্রয়োজনে তল্লাশী করবেন।
৮. সুরক্ষার জন্য টাওয়ারের ব্যবহার প্রয়োজনীয়।
৯. অপরিচিত ও বহিরাগত ব্যক্তিদের নাম ঠিকানা ও মোবাইল নম্বর সঠিক ভাবে নির্দিষ্ট রেজিষ্টারে আগমন ও বর্হিগমন সময় ও তারিখ উল্লেখ করে নথিভুক্ত করিবেন।
- ১০ অপরিচিত আগন্তুক ও বহিরাগত ব্যক্তিদের কাছে কোন ব্যাগ বা ঐ জাতীয় কিছু থাকলে তার প্রতি সজাগ দৃষ্টি রাখবেন।
১১. একাধিক অপরিচিত আগন্তুক ও বহিরাগত ব্যক্তিদের প্রতি সদা সতর্ক দৃষ্টি রাখবেন।
১২. সেলস ম্যানদের প্রতি সদা সতর্ক দৃষ্টি রাখবেন, প্রয়োজনে তল্লাশী করবেন।
১৩. অপরিচিত ব্যক্তিদের যানবাহন ভালোভাবে তল্লাশী করিবেন ও তাহা সঠিক ভাবে নথিভুক্ত করবেন।
১৪. মাঝে মাঝে থানকে জানিয়ে মক ড্রিলের ব্যবস্থা আবশ্যিক।
১৫. থানা, দমকল, এ্যাম্বুলেন্স এবং প্রাকৃতিক বিপর্যয় মোকাবিলা বাহিনীর টেলিফোন নম্বর দ্রষ্টব্য স্থানে লিপিবদ্ধ করে রাখবেন এবং প্রত্যেক সেকুরিটি রক্ষীর জানা আবশ্যিক।
- ১৬ সন্দিহান কোন বস্তু ব্যক্তি নজরে আসলে দ্রুত থানায় খবর দেবেন।

ভারপ্রাপ্ত আধিকারিক
নিউটাউন থানা
০২.০৯.২০১৩

কতকগুলি জরুরী ফোন নম্বর :-

নিউটাউন থানা ০৩৩-২৩২৪-৬০৭৬

এ.ডি.সি.পি/এ.সি.পি এয়ারপোর্ট ডিভিশন ০৩৩-২৩২৪-১২৬৬.

বিধাননগর পুলিশ কন্ট্রোলরুম ০৩৩-২৩১৯-৪৪০০

বিধাননগর ফায়ার সার্ভিস ০৩৩-২২৫২-১১৬৫, ২২৫২-৩১৭০

প্রাকৃতিক বিপর্যয় মোকাবিলা বাহিনী ০৩৩-২২৬২-৩৬২

WBSEDCL ০৩৩-২৩৩৭-২৮৮৫

সি.ই.এস.সি লিমিটেড ১৯১২

14. Important Telephone Numbers

Association		Airtel Intercom/ Tata
Office	- 40620274 / 25266969	4274/200
Security Gate	- 40620094	4094/100
Facility Manager	- 40620092	4092/201
Water / Electricity	- 40620093	4093/202
Gate No-5		Tata Intercom-203
Hospitals		
SSKM Hospital		- 22231615 / 6242/9735
R G Kar Medical College		- 25557675
National Medical College-		- 22897122/23
Institute of Child Health		- 22475515
Apollo Gleneagles Hospital		- 23203040/2122, 1066
Charnock		- 40500500
Zoom		- 25708440
AMRI Salt Lake		- 64500000
Columbia Asia		- 39898969
Blood Bank		
Central Blood Bank		- 23510619/ 20
Medical College		- 28640392
Association of voluntary blood donor's Association		- 22271022
Ambulance		
		- 23671213
Police / Fire Station		
NEW TOWN POLICE STATION		- 23246076
A.D.C.P./A.C.P. AIRPORT DIVISION		- 23241266
O.C., NEW TOWN POLICE STATION		- 9836015155
BIDHAN NAGAR POLICE CONTROL ROOM		- 23194400
BIDHAN NAGAR FIRE SERVICE		- 22521165, 22523170
FIRE STATION HEAD QUARTER		- 22440101
NATURAL DISASTER MANAGEMENT FORCE		- 2262362
WBSedcl		- 23372885
Gas Agencies		
Indane		
(Uttarayan Gas Service)		- 25727656
(Bikas Distributors)		- 2706-2222/5555
		- Mob No- 9088324365
Emergency Call Centre (INDANE)		- 9874026702, 9007106111
Bharat Petroleum		
(City Gas)		- 23583712