



URBANA WELFARE ASSOCIATION

(A Representative Body of Urbana Flat Owners)

225, CENTER POINT, 21 HEMANT BASU SARANI, KOLKATA - 700001

Email : info@urbanawa.com & ufocm@googlegroups.com

Website : www.urbanawa.com

Facebook Link : <https://www.facebook.com/groups/Urbanawelfare/>

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UWA ELECTION NOTIFICATION

ELECTION/UWA/2020/3

Date:17th June, 2020

Dear Members,

In continuation to earlier Notification, we are pleased to announce fresh schedule of Election to elect Office Bearers & Executive Members of Urbana Welfare Association as per rules and regulations of the Association and as per MOM dated 14th May, 2020 of meeting of Governing Body of Urbana Welfare Association (UWA).

The Schedule of Election will be as under: -

Election Schedule - 2020

S.No.	Particulars	Date
1	Date of Issue of the Notification	17th June, 2020
2	Date of issuing existing Membership List	19 th June, 2020
3	Last date for fresh enrolment of new members eligible to vote	23rd June, 2020
4	Objection/updation of voters list	23rd June, 2020
5	Date of issuance of final voter list	25th June, 2020
6	Date /time of Start of Nomination	26th June, 2020 6:00 PM
7	Last date/time for submission of nomination	1st July, 2020 8:00 PM
8	Date of scrutiny of nomination	2 nd July, 2020
9	Final list of valid nominations	2 nd July, 2020 8:00 PM
10	Last date of withdrawal of nomination	4th July, 2020 6:00 PM
11	Final List of candidates	4 th July, 2020
12	Date/Time of End for submission of Option of E-Voting	8 th July, 2020 6:00 PM IST
13	Date/time of Start of E-Voting	11 th July, 2020 6:00 PM IST
14	Date/time of End of E-Voting	12 th July, 2020 4:00 PM IST
15	Date/Time start of Physical Voting	12 th July, 2020 8:00 AM
16	Date/Time End of Physical Voting	12 th July, 2020 4:00 PM
17	Counting of Votes and Announcement of Election Result	12 th July, 2020 6:00 PM onwards

1. **Mode of casting Vote:** after in-depth discussion following procedure is agreed upon:

Election Committee, in consultation with UWA, has decided to conduct Voting through online platform as well as through physical voting maintaining social distancing. Members, who wish to cast their vote through E Voting has to inform the Election Committee as per above schedule by way of email to



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uwaelection2020@gmail.com. Link for E-Voting will be sent to the members who have opted for E-Voting. Such members will be provided link by Email/SMS to cast his vote online after voting starts. Detailed procedure for E-Voting and physical voting will be issued in due course.

Members are requested to opt for E-Voting in maximum to avoid any gathering.

2. As per Rule 12(iii), the Election will be held for post(s) as under :-

- | | | | |
|----|-------------------|---|--------|
| a) | President | - | One |
| b) | Vice President | - | Two |
| c) | Secretary | - | One |
| d) | Joint Secretary | - | Two |
| e) | Treasurer | - | One |
| f) | Joint Treasurer | - | Two |
| g) | Executive Members | - | Twelve |

3. Nomination :

As per Rule 15(i), Every Member of UWA can file nomination for the post of Office Bearers or Executive Members. Further,

- While filling nomination, a declaration from candidate is to be incorporated as : *I am not having any sort of fiduciary relationship with BNRI, UFM or its Directors, officials.*
- The candidates have to submit a one-page details of his/her profile with the serving details to Urbana or any other society, in the past and proposal for his contribution in development in Urbana. A E-Booklet will be made with all the details of all the candidates and will be circulated electronically. This will be the only way to canvass the candidature.
- No canvassing is allowed in any form whatsoever including digital, social, print media etc.
- No door to door approach, in groups or individually for vote solicitation, personally or through social media is allowed. Any candidate found violating will be debarred from election.



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4. MEMBERSHIP LIST

Members are requested to update/correct contact details immediately so that the link can be sent on correct contacts and every member is able to cast his/her vote. Those who are not members of the Association can opt for membership and included in the voter list as per schedule as above. Following members may be contacted for the new membership/updation/correction: -

(1) Ms. Sanju Thakar (2) Ms. Gopa Bhabani

5. Following three teams are also formed for the purpose mentioned herein: -

(i) Digital Communication Team:

A three members team is formed who will be responsible to post in real-time basis all WhatsApp groups, members Google e-mail groups and UWA website Notifications, Voters list and other election related intimations. The team shall seek prior approval of material from E.O. before posting.

The team members are **1. Mr. PradipKumar Sinha 2. Mr. Naresh Agarwal 3. Mr. Santosh Padhi**

(ii) PR & Documentation Team: A two Members team is formed to execute the following tasks -

Preparation of various notifications including candidates E-Profile, publication, distribution. The team shall seek prior approval of all above from E.O. before and after printing and also before uploading.

The team members are **1. Mr. Kohinoor Mandal 2. Mr. Suraj Bhandari.**

iii) Voting Team:

A two-member Team with following members is formed to look after activities of E-Voting & Physical Voting i.e. finalisation of platform, negotiation, finalisation of Ballot paper, publication of E Voting process, resolution of queries and related process.

The team members are **1. Mr. KanadMaitra 2. Mr. Kishore Nadhani**

6. Other resolutions:

- A. Withdrawal and Re-nomination from one post to another post is allowed simultaneously.
- B. Results of Voting will be verified by Election Officer and declared in the presence of candidates.
- C. No Proxy will be allowed and necessary link over Email/SMS will be sent to the members who have opted for E-Voting. Election Officer will not be responsible for



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delay/failure in reaching link to the voter. During Voting Period, helpline will be working to address all the queries. In case of Trust ownership, authorization letter by any Trustees and in case of Company ownership, a person duly authorized by the company will be eligible to vote.

- D. One Flat one vote policy shall be adopted.
- E. Format of Nomination Form, Withdrawal Form, Declaration Form will be issued in due course.
- F. E-Profile booklet will be compiled and published for information of all the voters.
- G. Any clarification may be sought from the members of Election Committee as under :-
1. Mr. Pankaj Singhania-9875463739 ps@lakewateradvisors.com
 2. Mr. Bharat Agarwal - 7894426660 bharat@bharatagrawal.com
 3. Mr. Sandeep Banka – 8527579666 bankasandeepkumar@gmail.com
- H. The E mail id of Election Committee is uwaelection2020@gmail.com and will be used for all communication with regard to Election process.

All members shall extend their cooperation to each team members to expedite the completion of Election process in safe, transparent and efficient manner as per schedule.

(Pankaj Singhania)

Returning Officer