

## Sub-Committee (17-18)

Multiple sub-committees have been formed to look after specific areas:

Membership Drive		
1	Tarun Basu	Responsibilities: Enrolling Apartment owners at Urbana as member upon obtaining required documents and fees. Reaching the message to every owner, explaining benefits and pursuing them to join. Ensure ease of joining, updating website and maintaining updated Membership data base . Updating all data in 'BajuGali' and make optimum use of the platform.
2	Rahul Jha	
3	Arpit Suchak	

Social Services		
1	Rahul Jha	Responsibilities: Identifying the needy and assessing their need. Proper planning, budgeting and ensuring proper distribution.
2	Arpit Suchak	
3	Tarun Basu	

Technical Issues		
1	Deborpiyo Biswas	Responsibilities: Studying all technical issues and resolution for Civil Structure Safety, Electrical Wiring & safety, Gas Supply, Billing & Safety, Air Conditioning (incl AMC, Power Consumption), Fire Safety & Preparedness (incl mock drill), Roads & Safety, Campus Lighting, Power Consumption, Water Treatment Plant & monitoring of Water Qlty, STP, Plumbing, Lifts, Wind Pressure, Windows and all allied.
2	Asit Kr Palit	
3	Uday Mukherjee	
4	Anjan Bhabani	
5	Brahmamoy Bose	

Legal		
1	Avinash Malpani	Responsibilities: 1. Establishing Club Ownership 2. Compensation for Delayed Delivery 3. Refund of Service Tax 4. Registration of Apartment in favour of Buyers 5. Drafting of Memorandum and registering under WB Apartment Act
2	Santosh Kr Roy	
3	Arun Agarwal	
4	Ajay Agarwal	
5	Meelan Gupta	

Website		
1	Tarun Basu	Responsibilities: Periodic updation of websites including milestones, committee meetings, achievement, ongoing discussions, members suggestions, FMC / service contract, neighborhood, Membership, photo gallery. Enriching information at Neighborhood and FMC/Service Contact regularly.
2	Debjani Burman Maji	
3	Arpit Suchak	

Purchase		
1	Vivek Binani	Responsibilities: Looking for good vendors who can cater good quality products and services to Urbanites, negotiating special deals with vendors exclusively for Urbanites. Post screening and obtaining fees, enlisting under Preferred Vendor list.
2	Nikhil Kothari	
3	Rahul Jha	

Facilities & Ops		
1	P N Ojha	Responsibilities: Ensuring quality of facility services to residents. Co-ordinating with FMC as well Tower Captains/VC and monitoring things including use of Community Hall, Open Parking, Horticulture & Gardening and all Towers level issues (incl Security & HK) and co-ordination with TC/VC.
2	Deborpiyo Biswas	

Constitution & Election		
1	Ravi Agarwal	Responsibilities: 1. Drafting of Constitution, framing of Election Process and holding of Election to select new Committee latest by Jan'18 2. Registration under Societies Registration Act
2	Avinash Malpani	
3	Santosh Kr Roy	
4	Meelan Gupta	
5	Tarun Basu	

Club		
1	Nikhil Kothari	Responsibilities: Formation of Club Advisory Committee for smooth day to day operation by Club Managers. Ensuring quality of Service, planning for numerous coaching, tournament and monitoring F&B.
2	Rahul Jha	
3	Sushil Khaitan	
4	Santosh Kr Roy	

Tower Captain/VC		
1	Capt: Mr Pradeep Bhatia, Vice Captain: Mr Prakash Newar	
2	Capt: Mr Dheeraj Jalan, Vice Captain: Mr Apaar Arora	
3	Capt: Mr Pradeep Sarkar	
4	Capt: MrPrasad Banerjee	
5	Capt: MrShyamSonika	
6	Capt: Mr Hemant Lodha, Vice Captain: Mrs. Sweta Gupta	
7	Capt: Mr. Sushil Agarwal, Vice Captin: Mrs Amita Pachisia	