

ELECTION NOTICE

Date: 7th February 2024

To,
The Members
Urbana Association of Apartment Owners
783 Anandapur, Kolkata 700107

As you are aware that I have been designated by the Special General Meeting held on 24/12/2023 to supervise and conduct the Elections of the 1st Board of Managers of the Association and I am committed to ensure transparency and fairness in the whole process.

In the capacity of an Election Authority, I am pleased to share with you the election process in details.

(1) Voters/Electoral Roll

The communication in this regard has been posted/placed at various platforms on 1st and 2nd February 2024 catering to the Members and it would be in member's interest, especially those who are owners by the Artificial Juridical mode like Company /LLP/HUF etc to take a note of it. The time limit for compliance in this regard is till 20.00 hrs of 16th February 2024.

(2) Number of Managers in the Board

Minimum 3 and Maximum 48 Managers in the Board needs to be elected as per the Byelaws.

(3) Mode of Elections

The elections will be done through online and offline/physical mode. Ballot boxes will be kept available at the Urbana Club for offline/physical mode.

It may however be noted that, members need to confirm the mode of voting in ADVANCE if they wish to vote PHYSICALLY at the Club. Advance confirmation is required as the Ballot preparation will depend upon the confirmation.

As the election is for maximum 48 managers, hence members are expected to exercise their preferred mode of voting with care.

So, those members who are interested in PHYSICAL Voting should share their preference through their registered email id. They should send an email at uaaelections24@gmail.com requesting for physical mode of voting along with their name and Apartment number.

In case no confirmation is received by cutoff time 20.00hrs of 25th February 2024, then the member/s will be considered for electronic/online voting only.

(4) Nominations

An owner of any unit/apartment in Urbana Association of Apartment Owners can SELF-NOMINATE. The format for self-nomination will be made available to the members in due course of time.

The other qualifying criteria for nomination is, clearance of payment by 21st February 2024 against all invoices of Maintenance.

The Members can check their outstandings from UFM.

The Nomination Form is to be accompanied with a brief profile (within one A4 size paper) which will be shared with all Members as part of candidates' profile.

(5) Voter's Eligibility

(A) The Members of the Association who are willing to vote will have to clear the maintenance dues in full by 21st February 2024.

(B) Thereafter, the list of final voters will be communicated by 29th February 2024.

(C) If any apartment is owned by an Artificial Juridical Person including Company/HUF/Trust/LLP, then the Authorised representative of the said entity /organisation is entitled to cast the vote.

(D) For online voting only the Registered mail id will be considered.

(6) Election Calendar

Nomination Period opens from 19th February 2024 from 10 hrs.

Nomination Period closes on 24th February 2024 at 20.00 hrs.

Time for withdrawal of Nomination - 27th February by 20.00 hrs.

Nomination can be withdrawn by sending an email from the registered email id to uaaelections24@gmail.com.

Final list of candidates will be shared by Election Authority by 1st March 2024.

(7) Date and time of Elections

For online voting - 9th March from 00.00 hrs to 23.59hrs of 9th March.

For Physical voting - 10th March from 8.30 hrs to 15.30hrs at Urbana Club Premises.

OTHER GUIDELINES/RULES

- (A) In case valid nominations are received from less than 48 candidates, then NO ELECTIONS will be held. In that case, all the valid candidates will be declared as “elected unopposed”.
- (B) For physical voting, member must produce valid photo I'd (voter card /Aadhar Card).
- (C) The nomination papers should be filled up carefully so that the same can be considered as valid and accepted for further processing.
- (D) Counting of ballots will begin from 5pm of 10th March or from 10am of 11th March, depending upon the circumstances.
- (E) Each voter can cast his/her vote for the maximum number of seats i.e. 48 in this case. In case anyone votes for more than 48 candidates, then his/her ballot paper in question will be considered as invalid.
- (F) Any Scribbling on the physical ballot paper may lead to cancellation of ballot paper. However, the said ballot paper will be placed separately for further verification.
- (G) If an individual has multiple apartments in the complex, he/she will be considered as a single owner of the Association and as such shall have only 1(one)single voting right.
- (H) No proxy voting will be allowed under any circumstances.
- (I) Any unforeseen situation will be examined diligently and in a fair and reasonable manner by the Election Authority to achieve the objectives set by the WB Apartment Ownership Act 1972, its Rules and bye laws. Decision of the election authority shall be binding on all the members of the Association.
- (J) The names of the candidates will appear on the ballot paper in an alphabetical order.
- (K) Details of other Modalities and online voting instructions will be shared prior to the Voting Day.

Please encourage suitable Apartment Owners from diverse backgrounds and from all the towers to nominate themselves and serve the Community.

Please feel free to reach out to the election authority by email (uaaelections24@gmail.com) in case of any queries regarding this election.

Raghubir S Upadhyay
Election Authority