

**BARIDHARA DOHS PARISHAD**  
**DHAKA CANTONMENT**

**MINUTES OF THE 110<sup>th</sup> EXECUTIVE COMMITTEE MEETING**  
**HELD ON 15 JUNE 2017 AT 1100 HRS.**  
**AT THE DOHS OFFICE**

1. Brig Gen Mustafizur Rahman, ndu, psc (Retd), the President of Baridhara DOHS Parishad, presided over the meeting. The following Members were present:

- |                                                    |                        |
|----------------------------------------------------|------------------------|
| a. Brig Gen Mustafizur Rahman, ndu, psc (Retd)     | - President            |
| b. Col S M Faisal (Retd)                           | - Sr VP                |
| c. Lt Col Md Shamsul Islam (Retd)                  | - Secretary            |
| d. Lt Col M Abdur Rab (Retd)                       | - Treasurer            |
| e. Lt Col Bazlur Rahman (Retd)                     | - Member Sy<br>& Admin |
| f. Air Cdre M Murad Hussain, ndc, acsc, psc (Retd) | - Member               |
| g. Col Muhammad Golam Mustafa, psc                 | - Member               |
| h. Capt (BN) M M Aziz, psc (Retd)                  | - Member               |
| i. Gp Capt M Rafiqul Huq, psc (Retd)               | - Member               |
| j. Lt Col Md Abdur Rob (Retd)                      | - Member               |
| k. Maj Mohd Serajul Arefin (Retd)                  | - Member               |
| l. Dr Parveen Hoque Chowdhury                      | - Member               |

2. As the quorum for the meeting was present, the President called the meeting to order.

3. This is shortened version of the minutes and as such only decisions are recorded :

**Agenda – 1: Tilawat - E Quran:**

1. Maj Mohd Serajul Arefin (Retd) recited the verses from the Holy Quran at the beginning of the meeting.

**Agenda – 2: Welcome address by the President**

2. The President welcomed all EC members. He asked respective members on the progress of works/responsibilities undertaken during the last couple of months. The response from EC members appear to be satisfactory. He informed that tender for construction of the main road has been opened by Cantt Board and work order will be issued after Eid. President later congratulated all EC member on successful completion of two years term.

All EC  
members

**Agenda -3: To confirm the minutes of 109<sup>th</sup> EC meeting.**

3. The minutes of the 109<sup>th</sup> EC meeting were discussed. Since there was no observation from any member, Lt Col Bazlur Rahman (Retd), Member Sy & Admin proposed to confirm which was seconded by Lt Col Md Rob (Retd), Member.

Secy

**Agenda – 4: Raising fund for the construction of 5<sup>th</sup> & 6<sup>th</sup> floor through long term lease of 5<sup>th</sup> & 6<sup>th</sup> Floor.**

4. President informed that he had a discussion with QMG, the later advised to come up with exact proposals and discuss with him (QMG). EC also intends to carry out the task through a Committee. As such a Committee is formed as under for the above subject :

Secy

- a. President : Air Cdre M Murad Hussain,ndc,acsc, psc (Retd)
- b. Member - 1 : Col Md Golam Mustafa, psc (Retd)  
- 2 : Lt Col Md Abdur Rob (Retd)  
- 3 : Capt M M Aziz,psc, BN (Retd)
- c. They can co-opt any Member if required.

**Agenda – 5 : 1 x dedicated cleaner for mosque toilet to be employed.**

5. Approved. Mosque Committee to select the cleaner in consultation with the secretary.

Mosque  
Sub-  
Committee

**Agenda – 6 : Environment patrol to be geared up to keep the area clean.**

6. Efforts are being made regularly to keep the area clean. House owner may be charged for disposal of garbage/rubbish etc if they do not remove their unwanted materials from infront of their areas within given time.

MSA

**Agenda – 7 : Approval of policy regarding family welfare scheme.**

7. EC has approved the policy after deliberation. Message to be sent to all members and also to be circulated in website. One hard Copy may be kept at service centre.

Treasurer

**Agenda – 8 : Donation to Mosque of DOHS Chittagong.**

8. There has been a request letter from DOHS Chittagong on the subject. EC approved Tk. two lacs from Parishad fund. A cross cheque may be sent at the earliest.

Treasurer

**Agenda – 9 : Col Md Aminul Islam, House # 256, Lane # 03 requested that Family welfare scheme should have separate account instead of keeping it with Parishad account.**

9. The official formalities do not allow to have separate account. However, the account will be maintained in separate head of Parishad fund.

Treasurer  
&  
MSA

10. **Annual Dinner** – This can be done through contribution based on coupon system in the spirit of GM and it can be arranged after Ramzan.

**Agenda – 10 : To issue work order for installation of 4/5 men lift for Convention Centre.**

11. The Committee as already convened will issue work order immediately to the selected firm at the earliest. So that, the procurement of lift and its installation can be done just after completion of lift core.

Converer/  
Member  
Secy  
Convention  
Centre

**Agenda – 11 : Capt M M Aziz, psc, BN proposed that the drainage system to be developed at pond area.**

12. Agreed as discussed that the rain water to be channalized through 8” dia pipe to the pond.

Capt M M  
Aziz, psc,  
BN

**Agenda – 12 : Capt M M Aziz, psc, BN proposed that the pay of following person may be enhanced.**

13. **Engr Mihir Kumar Das.** He is not a permanent employee for which his pay cannot be enhanced, However he will be employed with new project as site engr of construction of 5<sup>th</sup> and 6<sup>th</sup> floor with remuneration of Tk. 18,000.00 per month.

Treasurer

14. **Accountant Md Milon Miah.** Pay fixation to be on the basis of the pay scale of accountant.

15. **Md Al-Amin Hossain.** Not agreed.

16. **Ambulance Driver Md Liton Sardar.** Not agreed.

**Agenda – 13 : The following points received from Air Cdre M Murad Hussain,ndc,acsc, psc.**

a. **Allowance for additional responsibilities of office superintendant should be increased to Tk. 2,500.00 from Tk. 1,000.00.** Present system to continue.

Treasurer

b. **Discussion on the application (garbage collection contactor) regarding condoning an outstanding amount of Tk. 3,00,000.00.** Considering all aspects and difficulties EC has agreed to Condon Tk. 50,000.00 from outstanding bill.

**Agenda – 14 : Arrangement of ‘Iftar Party’ on 22 Jun 17 (26 Ramzan).**

17. Jt Secy is responsible to arrange Iftar party. He will do all necessary work in consultation with President & MSA.

Jt Secy

**Agenda – 15 :** Mobile bill of office peons may be enhanced from Tk.150.00 to Tk. 200.00.

Treasurer

18. Agreed.

**Agenda – 17 :** Approval of Expenditures if any.19. **Parishad Fund**

SL.	Project	Expenses Involved Tk	Action
1.	Musical Instrument for Ladies Club	20,000.00	Treasurer
2.	Entertainment for GM-May 2017)	28,496.00	„
3.	52 x Iron angle for flower bed boundary	13,000.00	„
4.	1 x Treadmill belt & others exp	13,277.00	„
5.	Expenditure for Eid Anonda mela (24,25 & 26 May'17)	32,156.00	„
6.	Purchase of various kind of plants	17,632.00	„
7.	Reshape of flower beds at pond bank (west side)	26,600.00	„

Treasurer

**Admin & Sy Fund**

SL.	Project	Expenses Involved Tk	Action
1.	Refund Sy Money for Rickshaw garage Owner	16,18,200.00	Treasurer
2.	Garbage van repairing charges (6 x Van)	15,000.00	„
3.	6 x Ceiling Fan for Cleaners room	18,950.00	„
4.	7 x Fan (Box Fan) for office	13,300.00	„
5.	6 x Shower purchase & fitting for gd bathroom	15,190.00	
6.	10 x Steel bed for Sy gds	34,850.00	
7.	Purchase liveries for gds	49,990.00	
8.	10 x Steel bed for gardeners & cleaners	34,850.00	
9.	Garbage clearing charges from garbage point (Cantt Board & Parishad staffs - 16 to 30 April'17)	13,000.00	
10.	2 x Van (garbage vane) for garbage cleaning	60,000.00	
11.	Garbage clearing charges from garbage point (Cantt Board & Parishad staffs - 01 May to 31May'17)	13,100.00	
12.	Construction of wall for water protection near CSD shop	41,130.00	
13.	Filling of Mud hole - Pond Bank	32,940.00	
14.	Construction of drainage to drain out rain water in Basket ball field.	49,900.00	
15.	Filling of Mud hole - Pond Bank	96,150.00	
16.	Construction of drainage to drain out rain water in Park area with pipe.	62,680.00	
17.	40 x Steel Bed for gds (3500/- per pice)	1,40,000.00	

**Masjid Fund**

SL.	Project	Expenses Involved Tk	Action
1.	1 x AC Compressor for Mosque-Ground Floor	41,000.00	Treasurer
2.	1 x AC Compressor for Mosque-1 <sup>st</sup> Floor	41,000.00	„
3.	Construction 1 x Toilet at Mosque-1 <sup>st</sup> Floor	1,29,208.00	„

4.	Construction of Stair at Mosque-1 <sup>st</sup> Floor Toilet	29,300.00	„
5.	6 x AC servicing charges of Mosque-Ground floor	27,000.00	„

### **Convention Center**

SL.	Project	Expenses Involved Tk	Action
1.	1 x Battery for Generator charger	18,000.00	Treasurer
2.	Solar panel Shifting	30,000.00	„
3.	Purchase of fuel for Generator (200 ltr)	13,200.00	„

### **Agenda – 18 :** Miscellaneous Points if any permitted by the chair.

20. President directed Member Secy of Convention Centre to carryout promotional activities regarding booking of Halls.

Convention Centre

21. **Fitness Centre.** EC has agreed with the proposal of Sr VP for procurement of different exercise items of Fitness Centre costing Tk. 2,00,000.00 (Two lacs).

Sr VP

22. Word of thanks to all concerned the Ladies Club, Cultural Sub-Committee, DBCC for their festive and eventful cultural activities during the two years.

23. EC has approved the name of four halls of Convention Centre as follows:

Convention Centre

- a. Hall No- 1 Tista,                      c. Hall No-3 Shurma  
b. Hall No - 2 Brahmaputtra      d. Hall No- 4 Karnafuli.  
(Names to be written in Bangla).

24. As there was no other point, the meeting ended with a vote of thanks to the chair.



Brig Gen Mustafizur Rahman, ndu, psc (Retd)  
President

June 2017



Lt Col Md Shamsul Islam (Retd)  
Secretary

June 2017

To :

\_\_\_\_\_  
All Members of the Executive Committee  
Acct Section  
Convention Centre