

**BARIDHARA DOHS PORISHOD  
DHAKA CANTONMENT**

**MINUTES OF THE 13<sup>th</sup> EXECUTIVE COMMITTEE MEETING  
HELD ON 27 FEBRUARY 2019 AT 1900 HRS.  
AT THE DOHS OFFICE**

1. Col M Abdul Hai (Retd), the President of Baridhara DOHS Porishod, presided over the meeting. The following Members were present:

- |                                                |                   |
|------------------------------------------------|-------------------|
| a. Col M Abdul Hai (Retd)                      | - President       |
| b. Lt Col Akram Hossain (Retd)                 | - Sr VP           |
| c. Maj AHM Monowar Hossain (Retd)              | - VP              |
| d. Brig Gen Shah Md Mohiuddin (Retd)           | - Secretary       |
| e. Maj Sher Mohammad Khan (Retd)               | - Jt Secretary    |
| f. Lt Col M Abdur Rab (Retd)                   | - Treasurer       |
| g. Mrs Parvin Jobaida                          | - Jt Treasurer    |
| h. Lt Col Md Abdur Rob (Retd)                  | - Member Security |
| i. Brig Gen M Najeeb Hassan,ndc, psc, G (Retd) | - Member          |
| j. Capt M Omar Faruque, psc (G), BN (Retd)     | - Member          |
| k. Lt Col Md Shafiul Islam (Retd)              | - Member          |
| l. Dr. Rashid Ahamed Hossaini                  | - Member          |
| m. Mrs Farida Yasmin                           | - Member          |
| n. Advocate Zerine Kashfi                      | - Member          |

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

**Agenda – 1: Tilawat - E Quran:**

On the request of Secretary Brig Gen (Retd) Shah Md Mohiuddin, Mawlana Md Delwar Hossain, Imam of DOHS Baridhara Moshjid recited the verses from the Holy Quran at the beginning of the meeting.

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

a. President thanked Senior Vice President & his team for organizing a flawless Picnic for the residents of Baridhara DOHS held on 16 Feb 2019. He mentioned that Senior Vice President and all the members of his team deserve full credit for successfully coordinating all the events. President opined that to organize next year's Picnic in a better location & in befitting manner, necessary measures will be taken well in advance. After discussion on the tentative date of next year's Picnic all the members unanimously selected 04 Jan 2020 as the tentative date for the picnic. President urged all concerned members to start working out their part of the events well in advance to make the event more lively and interesting. EC further decided not to organize any cultural program in the Picnic spot being expensive, rather Tambola will be arranged to generate interest among the members.

All EC  
members

b. President mentioned about occurrence of 2/3 Fire incidents in our DOHS within a short span of time. In one day, two fire incidents took place. In all cases our Security personnel actively fought the fire and did a good job. He advised Member Security & Member Admin to establish at least 06 fire points at the Vantage points within DOHS with necessary number of Fire Extinguishers. Brig Gen M Najeeb Hassan,ndc, psc, G (Retd) requested to keep few Fire Extinguishers in an exposed location at the security Barrack so that on receiving the news of Fire Hazard the security guards can immediately pickup those and run towards the location without delay. In this context a decision has also been taken to remind (in writing) to all the house owners to fix required number of Fire Extinguishers & CC Cameras in all the houses referring requirements of the Army Headquarters.

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c. President also spoke to the members of Mosjid Subcommittee in presence of all the EC Members. He reminded the Imam Mawlana Md Delwar Hossain, Senior Moazzin and others that our Mosjid is a holy place for all the residents of Baridhara DOHS. As such it should be kept away from all kinds of controversy. Sensitive or delicate issues on religion should not be discussed in our Moshjid which might create division amongst us even on the Friday Khutba. He then kept the floor open for all and requested to participate with open mind on the administrative lacking of the Mosjid. He opined that valuable feedback of the members will help improving the short comings. However, there was no major observation on the subject. President requested Dr. Rashid Ahamed Hossaini to apprise the EC on the development of constructing of the proposed Minar of DOHS Moshjid. Dr. Rashid Ahamed Hossaini explained the EC in short about the development and sought one month time to put up the detail Area Plan of the existing Moshjid and go ahead with soil test for constructing Minar. EC gave the green signal to Dr. Rashid Ahamed Hossaini to go ahead with the plan.

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d. President apprised the EC that concerned authority assured him to remove the existing stinky garbage point within next 2/3 months positively. Necessary vehicles & Trolleys are being procured by Cantonment Board very soon to remove the garbage of Baridhara DOHS instantly.

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e. Since the existing ornamental artificial flowers in the center of the Conference Table turned very old and giving a shabby look, these flowers should be changed with good ones as early as possible. He requested Joint Secretary & all the lady members of EC to form a team and take the responsibility to replace these deteriorated flowers with better artificial flowers.

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f. Despite repeated verbal & written request to Lt Col Md Anwarul Haq, psc (Retd) of House # 463, Lane # 08 (East) to remove the unauthorized Steel Ladder he has been refusing to adhere with the requests. President informed the EC that we have no option left but to remove the same ladder by employing DOHS security within next 2/3 days considering the Sy threats of his neighbours and easy flow of traffics.

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g. President informed the EC that the existing walkway leading from Ananya Shopping Mall to Gulshan Xing will be renovated with earthen tiles very soon by Cantonment Board. This has already been approved by concerned authority.

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<p>h. To upgrade/reinforce the existing security arrangement, Lt Col Md Shafiul Islam (Retd) has been advised to install essential number of CC Cameras and Burglar Alarm in the weak areas of Baridhara DOHS and also repair the broken barbed wire fencing over the boundary walls at different locations at the soonest.</p> <p>i. For the smooth functioning of the Porishod office, President requested Secretary Brig Gen Shah Md Mohiuddin (Retd) to employ 1 x Office Associate immediately against the existing vacancy following proper system. He further apprehended that one of the newly recruited Office Assistant may likely to leave the job soon which may also be kept in mind while recruiting Office Assistant.</p> <p>j. President requested to employ 1 x experienced &amp; efficient driver for the newly procured Microbus. We are authorised to have 2 drivers.</p> <p>k. President mentioned that he has observed some EC Members remain absent in different Central/Collective events organized by Porishod without prior intimation. He desired that except on bonafide/valid reason every EC member should remain present in all the collective events.</p>	<p>Convener, IT Sub- Committee</p> <p>Secretary</p> <p>Secretary</p> <p>All EC Member</p>
<p><b><u>Agenda -3: To confirm the minutes of 12<sup>th</sup> EC meeting held on 19 January 2019.</u></b></p>	
<p>The minutes of the 12<sup>th</sup> EC meeting was raised for approval by Secretary for review &amp; confirmation. Lt Col Akram Hossain (Retd) wanted to know whether Female Guard will be employed in future or not. President informed the EC that lady guards will be employed soon through open advertisement. Since there was no more observation from any member, Lt Col Akram Hossain (Retd), Sr VP proposed to confirm the minutes which was seconded by Lt Col Md Abdur Rob (Retd), Member Security.</p>	<p>All EC Member</p>
<p><b><u>Agenda-4 : Approval of Expenditures</u></b></p>	
<p>Monthly Expenditure for the period of 18 Jan 2019 to 24 Feb 2019 was raised for EC approval by Secretary. On this point Brig Gen M Najeeb Hassan, ndc, psc, G (Retd) raised an observation that the Financial Statement and the expenditure report circulated to members for approval does not tally. Period of expenditure &amp; Detail expenditures produced for approval are of different duration. He has requested the EC that circulated detail expenditures and the “Monthly expenditure” put up for approval should be of same period. This will help the members to reconcile the expenditures of the specific period. EC appreciated &amp; approved the proposal of Brig Gen M Najeeb Hassan, ndc, psc, G (Retd). Treasurer assured the EC that the statements of both the report will be prepared accordingly in future. Brig Gen M Najeeb Hassan, ndc, psc, G (Retd) will further urged the EC to take all out effort to realize outstanding amounts from the house owners/tenants as soon as possible. Capt M Omar Faruque, psc (G), BN (Retd.) member proposed to pass the Expenditures and Advocate Zerin Kashfi, member EC seconded. Detailed expenditures is shown at Annexure - A.</p>	<p>All EC Member</p>
<p>It has further decided the following :</p>	
<p>a. All Account ledgers will sign by President after reconciliation.</p> <p><b>b.</b> In cases of all purchases improper bills will not be accepted. For all purchases buyer must submit the original copy of the voucher. No photocopy or Photoshoped voucher/bill will be accepted.</p>	<p>Treasurer</p>

**Agenda -5: Expansion of CSD, present position of the project & next decision to be taken after discussion by the EC.**

President enlightened the EC regarding the progress on the expansion of CSD with proposed additional facilities. He is not at all happy with the progress as such he suggested EC to forward the following proposals to Army Headquarters for decision.

- a. Infrastructure will be built by the DOHS Porishod and CSD would use it paying monthly rents to Porishod.
- b. CSD may close their Baridhara DOHS outlet and take it to some suitable locations. DOHS Porishod will run the departmental store under own arrangement.

President  
&  
Secretary

**Agenda -6: Policy about use of newly purchased Micro Bus.**

A draft policy on the use of newly purchased Microbus was placed in the Members Folder for discussion. Members went through the draft policy and had no major observation. However, President permitted 07 days to EC members to go through the draft policy and advised to forward suggestion(s) if any to include in the main policy. If no suggestion is received within next 07 days then this draft will be considered as final. In this context President requested the Secretary to revise the existing Microbus policy also.

Secretary

**Agenda -7: Discussion on points raised by Capt M Omar Faruque,(G) (Retd).**

- a. Maintenance and development of existing children parks.
- b. Arrange frequent training for security guards, cleaners, gardeners and office staffs.
- c. Monkeys and street dogs menace in DOHS.

**Decision:**

- a. EC suggested Capt Omar Faruque to submit a draft plan and suggestion for the development of all the three Children Parks as soon as possible.

Necessary development works will be carried out under the supervision of Capt M Omar Faruque, psc (G), BN (Retd) once approved.

Capt M Omar  
Faruque, psc  
(G), BN  
(Retd)

- b. EC appreciated the point of Training of Security personnel and other staffs. Respective department heads have been advised to organize training for the under command staffs immediately to upgrade the service standard.

Member Sy

- c. Admin NCO Sgt Mominur Rahman have been advised to trim down the longer branches of the trees along the home bank of the canal to retard the Monkeys to cross over to DOHS side. Regarding street dogs Cantonment Board will be approached in writing to handle the stray dogs loiter around DOHS area soon.

Admin  
NCO

**Agenda -8: Formation of proposed purchase committee for next 3 month**

EC approved the following purchase committee for the next three months with effect from 01 March 2019.

- a. Convener: Lt Col Akram Hossain (Retd)
- b. Members: Dr Rashid Ahamed Hossaini  
Advocate Zerin Kashfi
- c. Member Secy: Lt Col Md. Shafiul Islam (Retd)

Treasurer

**Agenda-9: Discussion on points raised by Lt Col M. Abdur Rab, Treasurer.**

ক। শিক্ষক-শিক্ষিকা এবং একজন স্টাফ (আয়া) এর সম্মানী প্রদান প্রসংগে।

সিদ্ধান্ত : ক্লাশ হিসেবে সম্মানী প্রদান করার বিষয়টি সভায় সর্ব সম্মতিক্রমে অনুমোদিত হয়।

খ। হিসাব শাখার টাকা রাখার জন্য ১টি সিন্দুক ক্রয়ের বিষয়ে আলোচনা। উল্লেখ্য, ৫৭ কেজি হতে ১১০ কেজি পর্যন্ত ওজনের সিন্দুক এর মূল্য টাকা ৩৮,০০০.০০ হতে ১,১০,০০০.০০ পর্যন্ত হবে।

Treasurer

সিদ্ধান্ত : হিসাব শাখার টাকা রাখার জন্য ১টি সিন্দুক ক্রয়ের সিদ্ধান্ত হয় এবং উক্ত সিন্দুক ক্রয়ের জন্য ৬৫,০০০/- (পয়ষট্টি হাজার) টাকা অনুমোদিত হয়। এক্ষেত্রে সিন্দুকে রক্ষিত টাকার পরিমাণ একলাখ এর উর্দে হলে সিন্দুকের নিরাপত্তার জন্য একজন সিকিউরিটি গার্ড নিয়োগ দেয়া হবে।

Treasurer  
&  
Member Sy

গ। কনভেনশন সেন্টারের দায় হিসাবে দেখানো ২৬,০৪,০০০.০০ এর বিষয়ে আলোচনা।

সিদ্ধান্ত : আগামী ০২ মার্চ ২০১৯ তারিখ সকাল ১০৩০ ঘটিকায় কনভেনশন সেন্টারের কনভেনার লেঃ কর্ণেল আকরাম হোসেন (অবঃ), ভাইস প্রেসিডেন্ট মেজর এ এইচ এম মনোয়ার হোসেন (অবঃ), ট্রেজারার লেঃ কর্ণেল এম আব্দুর রব (অবঃ) ও সদস্য ব্রিগেঃ জেনাঃ এম নজীব হাসান, এনডিসি, পিএসসি, জি (অবঃ) বিষয়টি সমাধানের লক্ষ্যে আলোচনা করবেন এবং সিদ্ধান্ত গ্রহন করবেন।

Treasurer

ঘ। পরিষদের স্থায়ী সম্পদ এর অবচায়ন মূল্য নির্ধারণ সম্পর্কে আলোচনা।

সিদ্ধান্ত : এ ব্যাপারে ব্রিগেঃ জেনাঃ এম নজীব হাসান, এনডিসি, পিএসসি, জি (অবঃ) এর সমন্বয়ে একটি বোর্ড গঠন করা হবে। উক্ত বোর্ডের সদস্যগণ স্থায়ী সম্পদ এর অবচায়ন মূল্য নির্ধারণ করবেন।

Secretary

ঙ। রিক্সার জরিমানা টাকা ৪৩,৭৫০.০০ এর মওফুফের বিষয়ে আলোচনা ও সিদ্ধান্ত গ্রহন।

সিদ্ধান্ত : রিক্সার জরিমানা টাকা ৪৩,৭৫০.০০ সভার সর্ব-সম্মতিক্রমে মওফুফ করা হলো। তবে কিছু কিছু রিক্সা চালক উৎশৃঙ্খল ভাবে রিক্সা চালায় এবং ওভারটেকিং করে ফলে রাস্তায় যানজটের সৃষ্টি হয়। এ ব্যাপারে মেম্বার সিকিউরিটি এবং ফিল্ড সিকিউরিটি অফিসার মাঝে মধ্যে সিকিউরিটি গার্ড নিয়ে অভিযান পরিচালনা করবেন।

Treasurer

চ। গার্বের্জ ময়লা অপসারণ এবং পুরাতন কাগজ ক্রয়ের জন্য পরিষদে মাসিক প্রদানকৃত চাঁদার হার কমানোর জন্য আবেদন।

সিদ্ধান্ত : গার্বের্জ ঠিকাদারের মাসিক চাঁদার হার ২,২০,০০০/- (দুই লক্ষ বিশ হাজার) হতে কমিয়ে ১,৫০,০০০/- (এক লক্ষ পঞ্চাশ হাজার) টাকা সর্ব-সম্মতিক্রমে নির্ধারণ করা হয়। গার্বের্জ ঠিকাদার ফেব্রুয়ারী ২০১৯ হতে মাসিক চাঁদা হিসেবে ১,৫০,০০০/- (এক লক্ষ পঞ্চাশ হাজার) প্রদান করবেন। পরবর্তীতে চাঁদা কমানোর ব্যাপারে ঠিকাদারের কোন আবেদন অত্র পরিষদের নিকট গ্রহনযোগ্য হবে না।

Treasurer

**Agenda-10:** সরকারী ছুটির দিনে ললিতকলা একাডেমীর ক্লাস না করা প্রসঙ্গে।

**Decision:** Lalitokola Academy will not organize any class on any government holidays. If any class incidentally falls on government holiday will be shifted to an appropriate working day.

Co-ordinator  
Lalitokola  
Academy

**Agenda-11:** Miscellaneous Points.

a. **Iron gate death trap at the school gate entry point:** After the removal of Iron Gate at the entry point near BSI School few iron picks still remained exposed on the eastern side of the main road. Accidental fall of any Rickshaw passenger during sharp entry through the main road may cause serious injury.

**Decision:** Member Security is advised to physically visit the site and do the needful to remove the iron bars and make the passage safe.

Member Sy

b. **2 cars belong to road 02 & 10 identified for recklessly driving within DOHS.**

**Decision:** Owners of the cars will be stopped and warned for future. If not adhere to our instruction necessary action will be taken against them with the help of Law enforcing agencies.

Member Sy

c. **Angling policy of Baridhara DOHS pond.**

**Decision:** Since the draft policy prepared by Moshjid Committee is too elaborate and needed lot of time EC decided to discuss the same in the next meeting.

Convener,  
Mosjid  
Committee

d. Motor Cycle (MC) issued to Admin NCO is to conduct activities relating to DOHS administration within DOHS area. It has been reported that Admin NCO uses the Motor Cycle even outside DOHS premises for personal use with outside co passengers.

**Decision:** Admin NCO Sgt Mominur Rahman is not authorized to use the MC outside DOHS premises without the prior permission of his superior authority. MC will be used exclusively on official duty.

Secretary

e. Secretary Brig Gen Shah Md Mohiuddin (Retd) raised the point of refurbishing the existing deplorable conditioned Ambulance, He suggested to revamp the vehicle by repainting, repairing suspension system, refilling & fixing the Oxygen Cylinder and fitting 2 chairs. Secretary informed the EC that approximately 150,000/- (One Lac Fifty Thousand) taka is needed to complete the renovation work of the Ambulance.

**Decision:** EC appreciated and approved 150,000/- for the renovation work of the ambulance

Secretary

f. As per the existing policy all the DOHS Porishad staffs are eligible to get the gratuity after completion of 03 years of successful service (Less probation period). As a result DOHS Porishad losses huge amount of money every year. Normally in private sector one employee is eligible to get gratuity after completion of 05 years of

ground service. The point was discussed by the EC members with due gravity and decided the following:

**Decision:**

- (1) Duration of entitlement of Gratuity will be 05 years for the employees enrolled after 01 March 2019.
- (2) Employee sacked/dismissed on ground of moral turpitude (immorality in any form) will not be eligible to obtain gratuity even after completing 05 (Five) years of service.

Secretary  
&  
Treasurer

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

Col M Abdul Hai (Retd)  
President  
14 Mar 2019

Brig Gen Shah Md Mohiuddin (Retd)  
Secretary  
14 Mar 2019

To :

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