

**BARIDHARA DOHS PORISHOD
DHAKA CANTONMENT**

**MINUTES OF THE 18TH EXECUTIVE COMMITTEE MEETING
HELD ON 21 JULY 2019 AT 1930 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. Lt Col M Abdur Rab (Retd) | - Treasurer |
| e. Mrs Parvin Jobaida | - Jt Treasurer |
| f. Lt Col MdAbdur Rob (Retd) | - Member Security |
| g. Brig Gen M Najeeb Hassan,ndc, psc, G (Retd) | - Member |
| h. Lt Col Md. Shafiul Islam (Retd) | - Member |
| i. Capt M Omar Faruque, psc (G), BN (Retd) | - Member |
| j. Mr Rashid Ahamed Hossaini | - Member |
| k. Mrs Farida Yasmin | - Member |
| l. 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:

1. Dr. Rashid Ahammed Hossaini, EC member recited the verses from the Holy Quran at the beginning of the meeting.
2. Engineers of Shopna Enterprise gave a Presentation about survey of the mosque and Minar to be constructed.

All EC
members

Agenda – 2: Welcome address by the President in the form of discussions & decision taken.

2. President Col M Abdul Hai (Retd) expressed his satisfaction about the excellent performance of the EC Members while welcoming the EC members during his address. He mentioned about many projects which are going in full swing. CSD has been shifted to Level-2 of Convention Centre temporarily and new CSD building will be constructed with more basic facilities in its present location within a year. Existing CSD will be provided with separate electric meter so that they can pay actual electric bill in time. EC members also proposed to have separate meter in all other floors of Convention Centre. President mentioned that children park in Lane # 09 has been improved with more items for the children and 2 x Sy guard or other categories of people will be employed from 0900 - 1100 hrs and 1600 to 2200 hrs daily to take care of this children park sincerely. EC has sanctioned Total Tk. 5000/- as honorarium

Secy

for both the guards or employed people as allowance. The President apprised that the annual picnic will be held on 11 Jan 2020 at Apon Bhubon resort at Khilgao, Pubail. President informed, that some members of DOHS want fixation of same ironing /washing rates of all clothing items by the laundries. He further added, that this point was raised by Brig Gen Md Sayeedur Rahman, BP (Retd) in the last AGM. He requested Member Security and Admin to arrange a meeting with all the laundry owners working in side DOHS and fix rate for ironing and washing of various clothes. The President and EC decided to make a proper Samiana for using on northern side of the Baridhara DOHS Jame Mosque which was agreed and approved by the EC.

Agenda – 3: Review of progress and confirmation of minutes of 17th EC Meeting.

3. The minutes of the 17thEC meeting was raised for approval by the acting Secretary. Since there was no observation from the Member, Lt Col Md Shafiul Islam (Retd), Member proposed to confirm the minutes and it was seconded by Lt Col Abdur Rob (Retd), Member Security.

All EC

Agenda – 4: Approval of Expenditures upto 30 June 2019.

4. The Treasurer informed that this time our expenditure is more than income from various sources. However due to ongoing urgent projects we have to bear with it. Since there was no other observation from any member, Advocate Zerin Kashfi, Member, proposed to confirm the expenditures and it was seconded by Mrs Farida Yeasmeen, Member.

Treasurer

Agenda – 5:Appraisal about construction of DOHS Jame Mosque Minar by the Convener/Member Secy Mosque Sub-committee and to discuss about survey report submitted by Shapona Constructions.

5. Shapona constructions gave a presentation on survey report of mosque just before beginning of the EC meeting. After thread bare discussion, it is decided that Shapona construction is to provide us two plans with necessary financial estimates/ involvement :

Convener
Mosjid
Sub-
Committee

- a. If only Minar in constructed on East/North/West side of the Mosque.
- b. Minar with the construction of 3 storied bldg on northern side along with the existing mosque.

Agenda – 6 : To apprise about latest of fol projects & renovation works of Convention Centre by the Convener :

6. Lt Col Akram Hossain (Retd), Senior Vice President and Convener of Baridhara DOHS Convention Centre Sub-committee informed that work of various projects are progressing satisfactorily:

Convener,
Convention
Centre

- a. Core construction for lifts are progressing as per plan. So far 30 to 35% works has been completed.
- b. Lift procurement position is satisfactory. Letter of credit for 2 x lift has been opened by Creative Engineers Ltd. Brand of the lift is Schindler.

”

- c. New Generator is expected to be available by end of August 2019. Capacity of the Generator has been increased from 200 KVA to 250 KVA, as such more 9 lac Taka is required to be paid to the supplier and it has been approved by the EC.
- d. Sub station Installation process is going on very satisfactorily. All required equipment are already in the installation site. Payment has been as per agreement.
- e. Progress to make Levels 5 & 6 operative is going on as per plan. Level-5 hall room is now operative. Level-6 hall room will be operative within one month and a half.
- f. Rents of Level -5 &6 have been fixed as under :-
 - (1) Rent of the level-5 and 6 for each floor will be Tk 10,000/- (Ten thousands only) for the categories now paying Tk. 7000/-. Tk 18,000/- (Eighteen thousands) for the tenants and Tk 30,000/- for all others. These rates will remain good till the halls are fully operative with at least one lift in functional condition.

Agenda – 7: To discuss about Medical Centre and involvement of DOHS Porishod, particularly to discuss about treatment of entitled groups, finance & other complicacies.

7. Ltr received from DGMS No. 23.01.901.041.03.187.08.08.07.19 dated 08 July 2019 has been read out in the EC meeting for kind information of EC members. All personnel of DOHS are entitled to get treatment and available medicine from the medical centre. Medicines for our domestic aids if necessary will be purchased from Porishod fund. President & all EC members emphasised on the procurement of the physiotherapy machine. President & Vice President requested CAS to provide physiotherapy machine.

Decision: SKS will provide fund for equipment and medicine. DOHS Porishod will provide Doctor, Space, Furniture, AC etc. A managing committee will be formed as per policy. Lt Col Mortuza Khan (Retd) AMC is to act as coordinator of the Medical centre. His remuneration will be decided by the EC in consultation with the officer. Physiotherapy machine has already been supplied.

Agenda – 8 : Functioning of new garbage centre in new location, employment of collectors, position of vans & supervision responsibility.

8. New garbage centre is located north west corner of Baridhara DOHS. Existing garbage point in front of Anannya Shopping Complex will be shifted by 1st week of August'19. To prepare the garbage centre in new location, 15 garbage cleaners are to be employed for garbage collection. Besides collector, appropriate vans are required to be positioned. During discussion it is pointed out that garbage vans are required to ply more distance to collect garbage and drop garbage in new garbage centre.

Decision: TO&E of Baridhara DOHS is to be amended and 15 garbage cleaners are to be included and recruited. Functioning of new garbage centre

”
”
”
”

Secretary

Convener,
Environment
& Hygiene
Sub-
Committee

Secy
Member
Admin

should start by 1st August 2019. Appropriate measure should be taken to avoid traffic hazard. Organogram should be revised including more staffs if needed genuinely.

Agenda – 9 :To discuss about the Maintenance & Beatification of garden, fountain & display board of Anannya gate area.

9. Detail Discussion has been taken place regarding garden, fountain and display board in Anannya gate area. It is informed that display board is now in operation. Rose garden and fountain are required to be maintained & beautify.

Decision: Lt Col Md Abdur Rob (Retd), Member Security & Admin is to detail concern gardener to maintain the rose garden & water fountain.

Agenda – 10: Latest about the submission of investigation report by Brig Gen M Najeeb Hassan, ndc, psc, G regarding misappropriation of Tk. 27,000/- (Decision of 16th EC meeting, Dated: 24 May 2019).

10. New investigation committee headed by Lt Col Md Abdur Rob (Retd), Member Security, was formed. It is learned that re-investigation report is also prepared.

Decision: Lt Col Md Abdur Rob (Retd), Member Security is requested to submit report by 31 July 2019 with recommendation to realise the money from the defaulters with other punitive measure if necessary.

Agenda – 11: EC to take decision about supervisor Cpl Raja Miah.

11. It has reported that Cpl Raja Miah is not performing his duties properly as supervisor. In one occasion he was given money by the Ready mix user which he misappropriated. He was served show cause in several occasions. His explanations were not satisfactory. In these aspects Member Sy is not satisfied with his performance, behavior and honesty.

Decision: EC approved termination of Cpl Raja Miah with effect from 01 August 2019 with financial benefits.

Agenda – 12: Discussion on points raised by Lt Col M Abdur Rab (Retd), Treasurer.

12. a. **Overtime (OT) allowance for personnel engaged in audit during Ramazan month.**

Decision: Over time may be given based on the information for such overtime is endorsed in the Register and signed by the Members of the Audit Committee.

b. **Collection of information for Member Directory by the DOHS contribution collector.**

Decision: It is the optional duty for the collectors. It has been opined that they are accessible & competent to do this job. If need be, they will be given some remuneration.

Member Sy
& Member
Admin

Secretary
& Member
Sy

Member Sy

Treasurer

Treasurer

<p>c. <u>Money receipt, invoice, bill, Memo printed in computer are being given by the contractors/suppliers.</u></p> <p>Decision: Proper printed cash Memo to be given by the contractors/suppliers. Receipt of the payment to be endorsed in the memo or in the cheque counterfoil while receiving the payments from Account Section.</p>	Treasurer
<p>d. <u>Same person is providing 3 Quotation.</u></p> <p>Decision: This is an usual practice though not desirable but purchasers / buyers may not view it as violations.</p>	Secy Treasurer
<p>e. <u>Payment of VAT in Bills paid by Porishod in various purchase & construction/repair works.</u></p> <p>Decision: Present system to continue.</p>	Treasurer
<p>f. <u>Movement of motor bike inside DOHS area.</u></p> <p>Decision: Motor bikes having over speed, making excessive horn and without helmet should be controlled by the security staff as per existing traffic rule.</p>	Member Sy
<p>g. <u>Fishing in Mosque Pond.</u></p> <p>Decision: Fish may not be released in the pond any more at this stage. There were mixed opinions about using fish feed. Fish feed at lower scale may be continued as per advice of the experts. Angler may be allowed at a limited scale following a policy.</p>	Convener Mosque Sub- committee
<p>h. Treasurer informed that Tk. 26,04,000/- has been regularised as per the recommendation of the Audit Committee, Wahab & Company. Efforts may be taken in future to avoid mistake in accounting of funds.</p>	Treasurer
<p><u>Agenda – 13: Miscellaneous Points (if any) permitted by the chair.</u></p>	
<p>13. a. Mrs Farida Yeasmeen requested for sanctioning some money as mobile allowance to Porishod micro driver. Proposal was viewed as justified and EC approved Tk. 150/- per month.</p>	Treasurer
<p>b. Mrs Farida Yeasmeen, Member raised the point that Baridhara gate is closed by 2300 hrs. It will be helpful if the gate can be used upto 1130 hours at least.</p> <p>Decision: President will take up a case with the Gulshan Division, DMP for allowing DOHS Stickered vehicles upto 12 PM.</p>	President
<p>c. Dance Teacher of Lalitkala Academy Miss Ety Roy requested for enhancement of her remuneration for giving double labour for 28 students. In the past number of students were 14.</p> <p>Decision: EC approved the honorarium 50 % more than the existing</p>	Convener Lalitkala Academy

<p>amount and also to provide increment whenever admissible. This increment shall be applicable for all teachers and the increment amount to be decided by the Convener & Coordinator of the DBCC. Proposal to be put up in the next EC meeting as agenda.</p>	Treasurer
<p>14. Purchase committee is formed as under :</p> <p>(1) Lt Col Md Shafiul Islam – Convener</p> <p>(2) Mr Rashid Ahamed Hossaini - Member</p> <p>(3) Advocate Zerine Kashfi – Member</p>	Secretary Treasurer

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



Col M Abdul Hai (Retd)
President
30 Aug 2019



Capt M Omar Faruque (G) psc, BN (Retd)
Acting Secretary
30 Aug 2019

To :

All Members of the Executive Committee
Acct Section
Convention Centre