

**BARIDHARA DOHS PORISHOD  
DHAKA CANTONMENT**

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**MINUTES OF THE 5<sup>TH</sup> EXECUTIVE COMMITTEE MEETING  
HELD ON 23 JUNE 2018 AT 1000 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. Brig Gen ASM Mustafa Kamal Khan, ndc, psc (Retd) | - | Member Admin |
| h. Col Mohsin Ahmed Choudhury, psc (Retd)           | - | Member       |
| i. Col Prof. Md. Mosharrof Hossain (Retd)           | - | Member       |
| j. Lt Col Md. Shafiul Islam (Retd)                  | - | Member       |
| k. Capt M Omar Faruque, psc (G), BN (Retd)          | - | Member       |
| l. Mrs Farida Yasmin                                | - | Member       |
| m. Advocate Zerine Kashfi                           | - | Member       |

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

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

**Agenda – 1: Tilawat - E Quran:**

1. Lt Col M Abdur Rab (Retd), Treasurer recited the verses from the Holy Quran at the beginning of the meeting.

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

2. President Col M Abdul Hai (Retd) welcomed all EC members. He informed the meeting that despite of our repeated requests, still many residents are violating the instruction of grazing pet dogs in open, using noisy cars, use hosepipe for car wash, maintaining unauthorised shops in their houses causing public nuisance. Some residents are still doing kitchen garden in front of their houses. These are clear violation of our instruction. These can not be allowed any more. These instructions must be enforced whoever he may be or how powerful he is. He urged all members to extend their kind support and stand beside him while taking actions against the defaulters who may not be more than 2-3 percent.

All EC  
members

**Agenda -3: To confirm the minutes of 4<sup>th</sup> EC meeting held on 26 May 2018.**

3. The minutes of the 4<sup>th</sup> EC and Emergency EC meeting were discussed. Since there was no observation from any member Lt Col Md. Shafiul Islam (Retd) Member proposed to confirm which was seconded by Col Prof. Md. Mosharrof Hossain (Retd) Member.

All EC members

**Agenda -4: To discuss about the agenda of GM**

4. Secretary discussed about the proposed agenda of the ensuing General Meeting (GM). Though the points were placed to all the folders of the members as reference even though secretary read out the following Agenda points :

All EC members

- a. Recitation from Holy Quran by Imam Mowlana Md. Delwar Hossain.
- b. Welcome address by the President, DOHS Parishod.
- c. Confirmation of the minutes of the AGM held on 10 Feb 2018.
- d. To discuss about Service Charges of 1300 sft flats and 2600 sft flats may be discussed and we may create a bylaw which may help us to resolve disputes of some of the houses.
- e. To discuss about Mobile towers on residential buildings.
- f. To discuss about improvement of garbage point by Cantt Board to eliminate/reduce bad smell as far as possible. Members may suggest suitable proposals.
- g. To select ghat location for Boat Club. Construction will be done with help of the sponsor.
- h. Courtesy cost for the EC members. Amount to be decided by the General Body as per clause 25 (2) of the constitution. Decided amount may not be less than Tk. 2000.00 and not more than Tk. 5000.00 with effect from 01 March 2018.
- i. To review decision of Family Security Scheme due to poor response (6 % only). Welfare fund may be generated to support the needy families only. SOP is formulated by the EC to provide immediate support to the bereaved families in all death cases. Needs approval of the General Body.
- j. To discuss the points received from members and take decisions.
- k. To transact any other points with permission of the President.
- l. Closing address by the President.

Secretary informed the EC that if these points are approved then these will only discussed and shown on the screen. EC unanimously approved the points.

**Decision :** Members approved the agenda for General Meeting (GM).

<p><b>Agenda -5:</b> বারিধারা ডিওএইচএস এলাকায় মৃত্যুবরণকারী বাসিন্দাদেরকে (প্লট/ফ্ল্যাট মালিক ও তাঁদের পরিবাববর্গ) পরিষদ কর্তৃক সহায়তা প্রদানের ব্যাপারে নীতিমালা প্রনয়ন প্রসঙ্গে।</p> <p>5. Secretary read out a newly formulated standing operating procedure (sop) regarding assisting the bereaved plot/flat owners in case of death of any family member. This policy has been prepared just to show respect and commitment of the Porishod towards the residents of DOHS Baridhara. The proposal was appreciated by EC members and was approved. President advised to display this policy in the ensuing General Meeting (to be held on June 29, 2018) on the screen.</p>	<p>Concern Officers</p>
<p><b>Agenda - 6:</b> অত্র ডিওএইচএস এর ভিতরে মোটা সাইলেন্সার ও স্পোর্টস কার ব্যবহার থেকে বিরত রাখার জন্য নির্বাহী পর্ষদের সমন্বিত কার্যক্রম গ্রহন করার বিষয় নিয়ে আলোচনা।</p> <p>6. Cars and Persons use such disturbing high sounding vehicles are already been identified. Some of them stopped using such cars. Brig Gen ASM Mustafa Kamal Khan, ndc, psc (Retd), Member Admin proposed for punitive actions against the defaulters. Col M Abdul Hai (Retd), President read out a letter written to the parents of defaulters warning them to stop using such silencers. He mentioned that no mercy will shown to anybody in future &amp; strict punitive actions will be taken against the defaulters. Brig Gen ASM Mustafa Kamal Khan, ndc, psc (Retd), Member Admin opined that vehicle stickers of the cars repeatedly defying the orders should be seized as punishment.</p> <p><b>Decision:</b> From now on stickers issued from the Porishod will be seized for repeated cases of violation. In case of vehicles making unbearable high cracking sound, strict preventive measures including seizing of the vehicle will taken. President desired that in this perspective all the members should remain united.</p>	<p>Member Sy &amp; Member Admin</p>
<p><b>Agenda-7:</b> বারিধারা ডিওএইচএস বাস্কেটবল গ্রাউন্ডে বহিরাগতদের প্রবেশ করতে না দেয়ার ব্যাপারে নির্বাহী পরিষদ কর্তৃক গৃহীত সিদ্ধান্ত কঠোরভাবে প্রয়োগ করার ব্যাপারে আলোচনা।</p> <p>7. Currently huge number of outside players accompanied or unaccompanied by local residents are found very frequently using DOHS Basketball ground. Causing inconvenience for the local children to play or use the Basketball ground regularly. Such unauthorized entry needs to be stopped forthwith. After the discussion following decisions have been taken by EC:</p> <p><b>Decision:</b> Unauthorized entry in the Basketball Ground will be stopped at any cost. Necessary cautionary signposts have already been displayed beside the ground. If need be outsiders will be expelled out of the ground by force. Locals players will advised not to bring outsiders even with permission to play friendly matches. No students (in uniform) will be allowed to hang around the Park area during working hours.</p>	<p>Sports &amp; Cultural Committee</p>

**Agenda-8: Approval of Expenditures.**

8. Detail expenditures of the month of June, 2018 was placed to all the members beforehand inside their folders to go through. Since no observation was raised by any EC member on any expenditures as such monthly expenditures of the month of June, 2018 & the detail expenditures of January 2018 to June 2018 was approved in the meeting. (Anx-A).

Treasurer

**Agenda- 9:Miscellaneous Points if any permitted by the chair**

9. **Approval of expenditures of Iftar.** Expenditures incurred for the Iftar Party held on 01 June 2018 amounting taka 240,000/- (Taka Two Lac Forty Thousand) was approved by EC. Service Provider M/S Dulhan Decorator & Catering Service billed taka 340,000/- against the selected menu. On the request of EC, treasurer Lt Col Rab bargained with the supplier and finally settled the bill with taka 240,000/-. Saving of Porishod money amounting Tk 1,00,000/- by the Treasurer is highly appreciated.

Treasurer

10. **Menu For General Meeting (GM).** Menu for the refreshment of the honorable members who are likely to be present in the ensuing GM was discussed in the EC. It was expected that approximately 300 members will be present in the meeting. As per the contract with Convention Center both the menu will be served by Service Provider free of cost. After discussion following menu was preferred by EC:

Secretary  
&  
Treasurer

a. Evening tea : Ovaltine cake (Ananda) - 1 pc  
Samosa - 1 pc  
Shondesh - 1 pc

b.Dinner : kacchi Birhani  
Chicken Rost  
Borhani  
Shahi Tukra (Dessert)  
Fresh Salad  
Alu Bokhara Achar  
Mineral Water

11. **Stage Management of General Meeting:** This being the 1<sup>st</sup> General Meeting, President Col M Abdul Hai stressed the need for a well organized & managed meeting. He gave away a guideline and adding the input of the members following decision was taken:

Secretary

**Decision:** Secretary will organize the presentation with all necessary Training Aids & Multimedia and ensure ready for use well before the start time. Seating arrangements of all the elected EC members will done on the stage. Chairs of the Office Bearers will be in the front row besides the table. Sufficient number of portable microphone should be available for the honorable members to speak from their own location.

<p>12. <b><u>Chartered of Duty:</u></b> Necessity of specifying the responsibilities of recently separated posts of Member Security &amp; Member Administration was discussed in the meeting to ensure flawless functioning of the Porishod.</p> <p><b><u>Dcision:</u></b> Member Security and Member Admin have been requested to write draft Charter of duties of their own Portfolio and put up in the next EC meeting for approval.</p>	<p>Member Security &amp; Member Admin</p>
<p>13. <b><u>Fully Equipped Operation Room:</u></b> Secretary apprised the EC that establishment of a fully equipped Operational Room is in progress on level -2. All the activities of Security personnel &amp; Service Center will be coordinated from this room round the clock. Very soon more CC Cameras are being fixed in different vantage points of Baridhara DOHS and bring maximum areas under CCTV coverage. These cameras will be continuously monitored by Control Room Operators (CRO's) and provide immediate information to duty security personnel of the affected areas to take protective/preventive measures instantaneously. Secretary sought approval of 2 X wide screen Television (to be used as Monitor) and collection of some furniture's &amp; fixtures for the Operation Room.</p> <p><b><u>Decision:</u></b> EC approved his plan &amp; idea. Secretary was requested to convene a BOO consisting of security experts living in DOHS Baridhara to select the CC Camera locations.</p>	<p>Secretary &amp; IT Sub-Committee</p>
<p>14. <b><u>Darbar:</u></b> Some members of the EC expressed that the performance level of the existing Security Personnel are not up to the standard. They lack proper training and needs immediate attention. President also expressed his concern and desired to hold an immediate Darbar with all the Security Personnel just after the General Meeting to pull up the Security Personnel.</p>	<p>Secretary, Member Sy &amp; Member Admin</p>
<p>16. <b><u>Grazing of Pet Dogs &amp; Unauthorized Shops:</u></b> President Col M Abdul Hai informed the EC that open grazing of pet dogs and unauthorized shops to be stopped by June 24, 2018. CEO office has informed all concerned accordingly in writing. Special drive with the help of CEO will be given on the 1<sup>st</sup> Week of July to permanently close the shops. However, EC will take a venture to construct 2 x shops in suitable areas of DOHS and managed by Contractors. Those shops will be used by low income employees including Drivers &amp; Caretakers.</p>	<p>President &amp; Member Admin</p>
<p>17. <b><u>Ambulance Service:</u></b> President desired that the Ambulance Service must continue round the clock (24X7) without any intervention. However, in case of driver's absence during leave we may utilize our personal drivers to drive the Ambulance during Emergencies. Taka 100/- per hour will be paid as honorarium from Porishad fund.</p>	<p>Secretary</p>

18. The points raised by Brig Gen ASM Mustafa Kamal Khan, ndc, psc (Retd), Member Admin and the decisions taken thereof :

Member  
Admin

- a. Sena Kallayan disagreed to pay taka 5000/- against the Garbage cleaning as charged by Porishad. Instead they want to pay 2000/- only.
- b. As Pick & Pay charge excessive price for their commodities compare to other shops around, Sena Kallayan may be approached to take necessary action to reduce the price.
- c. Porishad will take up case with Sena Kallayan main office informing them about the decision of not Cleaning/clearing of Anannya complex
- d. Garbage through our sources if not paid taka 5000/- as previously charged.
- e. 2 X Supervisors of Admin branch has requested to enhance their wages more than the normal Supervisors. They have further requested for sanctioning taka 300/- per month as Mobile bill effecting from June 2018.

**Decision:**

- a. SKS has agreed to pay Tk 5000/- per month to DOHS Porishod.
- b. EC approved the Mobile bill of taka 300/- for the Supervisors.

19. **LED TV for Member Security:** Col Prof. Md. Mosharrof Hossain (Retd). Member security requested for sanctioning 2 x LED TV to be installed in his office room to monitor CCTV cameras as part of routine security check.

Member  
Security

**Decision:** EC approved 2 X 42” Television of good quality.

20. **Points raised by Secretary :**

**a Leave Policy:** In the current leave policy employees are shown authorized with 24 days earned leave but no policy is mentioned about Casual leave. As a result some employees are availing casual leave at the same time claiming money against the non availed leave days. It needs clear cut instruction.

Secretary  
&  
Treasurer

**Decision:** All employees will be authorized total 24 days Leave in a year. No separate casual leave will be allowed to any employee. Anybody proceed on leave will be deducted from 24 days. Leave of employees may be prefixed or suffixed with the government/weekly holidays. Both prefix & suffix can not be availed. One side will be counted as leave if availed

**b. One stop service:** Control room should be capable to handle Emergency Medical Situation for senior Residence.

**Decision:** Approved.

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

Col M Abdul Hai (Retd)  
President

05 July 2018

Brig Gen Shah Md Mohiuddin (Retd)  
Secretary

05 July 2018

To :

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All Members of the Executive Committee

Acct Section

Convention Centre