

**BARIDHARA DOHS PARISHAD  
DHAKA CANTONMENT**

**MINUTES OF THE 115<sup>th</sup> EXECUTIVE COMMITTEE MEETING  
HELD ON 18 NOV 2017 AT 1030 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:

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| a. Brig Gen Mustafizur Rahman, ndu, psc (Retd)     | - President            |
| b. Col S M Faisal (Retd)                           | - Sr VP                |
| c. Lt Col Akram Hossain (Retd)                     | - VP                   |
| d. Lt Col Md Shamsul Islam (Retd)                  | - Secretary            |
| e. Maj Ashraf Kamal (Retd)                         | - Jt Secy              |
| a. 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. 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. Col Muhammad Golam Mustafa, psc (Retd) recited the verses from the Holy Quran at the beginning of the meeting.

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

2. President welcomed all members and informed that priority of work is now on Convention Centre. Let us initiate all related formalities and works. Let us facilitate and create suitable conditions/situations so that next committee can complete the works at ease.

All EC  
members

**Agenda -3: To confirm the minutes of 114<sup>th</sup> EC meeting of EC.**

3. The minutes of the 114<sup>th</sup> EC meeting were discussed. The subject minutes of the meeting have been approved except agenda 12c. Lt Col Bazlur Rahman (Retd), Member Sy & Admin proposed to confirm which was seconded by Lt Col Md Abdur Rob (Retd), Member.

Secy

**Agenda-4: Update on the construction of the convention center including truss over the plaza**

4. EC has approved the constr of truss at 6<sup>th</sup> floor. The work has to be done under the direct supervision of professional expert. Our consultant Mr Mahmud may be engaged for the purpose of drawing –design which subsequently be approved by EC and Cantt Board.

Convener,  
Convention  
Centre

**Agenda – 5 : Update on the installation of lifts including passenger and svc lift.**

5. On going project of passenger lift (4/5 men) may be completed by 15 Dec 2017 and will be ready for inauguration on 16 Dec 2017.

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6. The passenger (12/15 men) and Service lifts are to be procured following all the procedures at the earliest. Necessary paper works must be completed to publish in daily news paper by the end of Nov 17.

**Agenda – 6 : Discussion on the tender process to procure transformer and generator for the convention center.**

7. An electrical Engineer may be engaged on the subject for necessary study and evaluation of the capacity requirement of subject substation/ transformer & generator. The procedural works of requirement and other documentation must to be finished by Nov 2017. Committee so constituted for the procurement of lifts will carry out the task of procurement subject substation/transformer & generator. They are responsible to finalize the official work by 25 Nov 2017 and the same should be published in the daily news paper by end of Nov 2017.

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**Agenda – 7 : Discussion on Extension of kitchen for the convention center.**

8. An architect may be employed for the design-drawings of a befitting to the convention with modern facilities. Decorator/service providers may be consulted on the subject before approval.

Secy

**Agenda – 8 : Update on renting out the catering service of the convention center**

9. President gave brief background on the issue and finally the draft agreement and tender document has been corrected by Cantt Board and approved by AHQ. The tender document has been discussed in details in the meeting which subsequently approved in EC with correction.

Convener,  
Convention  
Centre

**Agenda – 9 : Discussion on the acoustics management in one of the halls.**

10. EC has approved the proposal and it should be done by a separate committee.

Convener,  
Convention  
Centre

**Agenda – 10 : Programs for victory day celebration.**

11. The subject national day will be observed in a befitting manner and the cost involved for celebration of the day amounting Tk. 2,50,000.00 has been approved subsequently it will be put up to next AGM.

Sr Vp  
&  
Treasurer

**Agenda – 11 : To discuss on issuing sticker for the year 2018.**

12. The proposal given by member security & administration has been approved refixing Tk. 4000.00 instead Tk. 3000.00 against the sticker for non residence.

MSA &  
Treasurer

**Agenda – 12 : To discuss about the membership of EC according to the constitution**

13. Membership of EC of Brig Gen Md Syeedur Rahman, BP (Retd) has been terminated according to the clause 20 of the constitution of Parishad. The officer to be informed.

Secy

**Agenda – 13 : বিভিন্ন লেনের ভাঙ্গা রাস্তা মেরামত/কার্পেটিং কাজে খরচের অনুমোদন (টাকা ১,৬০,০০০.০০)**

14. Approved. Ex-post facto sanction to be taken in next AGM.

MSA &  
Treasurer

**Agenda – 14 : অনন্যা সংলগ্ন গার্বের্জ পয়েন্টটি সিটি কর্পোরেশনের গার্বের্জ পয়েন্টের ন্যায় তৈরী করণ**

15. Air Cdre M Murad Hussain,ndc,acsc,psc (Retd) gave brief on the subject. EC has approved the project and directed Environment Sub-Committee to construct the shade as per drawing-design by end of December 2017.

Air Cdre M  
Murad  
Hussain,ndc,  
acsc,psc

**Agenda – 15 : লেডিস ক্লাব কর্তৃক বার্ষিক পিকনিক উৎসাপন উপলক্ষ্যে খরচের অনুমোদন টাকা ৪০,০০০.০০**

16. Approved.

Convener,  
Ladies Club  
& Treasurer

**Agenda – 16: Approval of Expenditures if any.**

17. **Parishad Fund**

1.	Fitness Certificate Renewal Exp - Ambulance	33,560.00	Treasurer
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### Admin & Security Fund

1.	Garbage clearing charges from garbage point (Cantt Board & City corporation Truck, from 10 oct to 17 oct)	12,000.00	„
2.	Garbage clearing charges from garbage point (Cantt Board & City corporation Truck, from 18 oct to 24 oct)	12,000.00	„
3.	Garbage clearing charges from garbage point (Cantt Board & City corporation Truck, from 25 oct to 31 oct)	12,000.00	„
4.	Garbage clearing charges from garbage point (Cantt Board & City corporation Truck, from 01 Nov to 07 Nov)	20,000.00	„
5.	Garbage clearing charges from garbage point (Cantt Board & City corporation Truck, from 10 Nov to 17 Nov)	12,000.00	„
6.	1 x Lawn mower (Grass Cutter)	45,000.00	„
7.	Printing charges of Stickers	49,800.00	„
8.	Printing charges of Sticker form	18,000.00	„
9.	Printing charges of ID cards	22,050.00	„

### Masjid Fund

SL.	Project	Expenses Involved Tk	Action
1.	Painting Charges of new wash room & Iron stair	25,000.00	Treasurer
2.	2 x Elec Water filter	33,600.00	„
3.	1 x Iron gate for Imam house & Pvc neet for new wash room	11,425.00	„
4.	Making of 10 x donation box, terpal etc for masjid	14,192.00	„

### Convention Center

SL.	Project	Expenses Involved Tk	Action
1.	Generator servicing charges with parts	20,350.00	Treasurer
2.	Invitation of Tender for Convention Center	18,000.00	„

### Agenda – 17 : Miscellaneous Points if any permitted by the chair.

18. ডিওএইচএস মসজিদ পুকুরে মৎস চাষ প্রসঙ্গে। Reply of his letter to be given in details. The subject problems may be brought to the notice of general body in next AGM.

MSA

19. Draft copy of MOU, to be executed in between UCB & Baridhara DOHS Parishad. Permission has to be obtained from CEO before giving them order for constructions of ATM Booth.

MSA

20. সভার ডিওএইচএস পরিষদকে আর্থিক সহযোগিতা করা প্রসঙ্গে। Approved Tk. 2,00,000.00

Treasurer

21. <u>বারিধারা ডিওএইচএস মসজিদে কোরআন শিক্ষার ক্লাসের শিক্ষকগণের সম্মানি প্রদান।</u> Col Muhammad Golam Mustafa, psc has been asked to find out the difficulties and problems about learning Quran. Expenditures may be borne by mosque fund.	Col Muhammad Golam Mustafa, psc
22. <u>বেতন ভাতা পুঞ্জ বিন্যাস সভার কার্যবিবরণী তারিখ ২২ অক্টোবর ২০১৭ অনুমোদন।</u> Proposal given by evaluation committee has been approved. Office order may be published.	Secy
23. <u>মেম্বার ডাইরেক্টরী - ২০১৭ প্রিন্টিং বাবদ খরচ টাকা ৭,৮০,০০০.০০ অনুমোদন।</u> Approved. Post-fact approval from AGM.	MSA & Treasurer
24. <u>মোবাইল বিল বৃদ্ধি এ্যাডমিন সুপারভাইজারগণ ও সিকিউরিটি গার্ড পোস্টে।</u> Sanctioned Tk. 300.00 per month	MSA & Treasurer
25. Approved Tk. 1,96,000.00 for installation of street light along the bank of canal.	MSA & Treasurer

4. 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

23 Nov 2017

Lt Col Md Shamsul Islam (Retd)  
Secretary

23 Nov 2017

To :

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All Members of the Executive Committee  
Acct Section  
Convention Centre