

BARIDHARA DOHS PARISHAD
DHAKA CANTONMENT

MINUTES OF 45th MEETING OF THE EXECUTIVE COMMITTEE (EC)

1. The 45th meeting of the Executive Committee chaired by the President was held on 10th September at 0930 hrs in the Parishad's office. Fifteen members of the EC attended.
2. The President called the meeting to order after recitation of verses from the Holy Qur'an by Maj Mohammad Serajul Arefin.
3. This is a shortened version of the minutes and as such only decisions are recorded:

Ser	Decisions	Action
a.	Security plan submitted by the Sub Committee headed by Brig Gen Mohiuddin is to be implemented by 15 Sept 2011.	Brig Gen Mohiuddin & Team
b.	Letter is to be issued to plot owners requesting them to remove unauthorized shops from their premises at the earliest. The list of approved shops vide AHQ letter must be attached and plot owners may retain those shops only.	Member Sy & Admin
c.	NO PARKING sign post to be placed on the western link road between lane 5 & Lane 6.	Member Sy & Admin
d.	Col Siddique will be requested to brief the EC in its next meeting on progress of landscaping of DOHS. Letter to be issued to him inviting at the meeting.	Secretary Col Siddique
e.	Plot owners of all under construction flats should be instructed to adhere to the cantt board instr/DOHS instr on keeping labours and materials in the construction site. Copy of instructions issued from these offices may be reissued to them.	Secretary
f.	All plot owners are to be requested to arrange fire extinguishers in their flats for security reasons. Letter to be issued to them at the earliest.	Secretary
g.	All members of DOHS Baridhara Association are requested to recommend sponsors for making of two entrance gates in DOHS Baridhara.	All members of DOHS Baridhara Association
h.	Members filing application for Arbitration Committee will deposit Tk 500 only along with their application to Parishad office by crossed cheque, DD or pay order.	All members of DOHS Baridhara Association

i.	New computers may be bought only when the Parishad office moves to its new location in Convention Centre.	Secretary
j.	Brick work on the south side of the Masjid to be completed immediately.	Masjid Committee
k.	Draft layout of the Convention Hall will be placed for approval in the next EC meeting.	Lt Col Akram
l.	Only one bank account will be maintained by DOHS Parishad. All deposits & expenditures will be shown under separate heads as practiced in the columnar cash book.	Treasurer
m.	Selection of the Admin Officer to be done immediately.	Selection Sub-Committee, Secy
n.	Manager for the Convention hall to be selected from the applicants immediately.	„
o.	Following selection procedure will be adopted for employment. a. Respective Committee/Sub Committee will forward requirement to Secy. b. Secy will get the approval from the President. c. Secy will advertise the position on notice board and newspapers (for important appts). The consolidated list of applications will be forwarded to Convenor Selection Sub Committee. d. Selection Sub Committee will carry out the selection process and recommend names of two best candidates to Secy for final selection by the President. e. The President will finally select the candidate from the recommended list. f. Upon selection, the Secy will info all concerned about the appointment and issue the appointment letter to the individuals.	„
p.	GM will be held on 30 Sept 2011, at 1600 hrs in BSI Auditorium. Arrangements must be ready by 29 Sept 2011.	Secy Member Sy & Admin
q.	DOHS Baridhara Boating Club (DBBC) has been established and all should be informed accordingly. The organizing team is as follows:	Team

	<p>President – Lt Col Bazlur Rahman (Retd) Chief Coordinator – Capt (BN) MM Aziz, psc (Retd) Club Coordinator - Brig Gen Mujib BB,(Retd)</p> <p>Organising team should immediately issue detail security instructions and inform all concerned.</p>	
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Brig Gen Mohammed Motahar Hossain (Retd)
Secretary

14 Sept 2011

To:

EC Members