

**BARIDHARA DOHS PARISHAD
DHAKA CANTONMENT**

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**MINUTES OF THE 94th EXECUTIVE COMMITTEE MEETING
HELD ON 12 Jan 2016 AT 1830 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:

- | | |
|--|------------------------|
| a. Brig Gen Mustafizur Rahman, ndu, psc (Retd) | - President |
| b. Col S M Faisal (Retd) | - Sr VP |
| c. Lt Col Akram Hossain (Retd) | - Vice President |
| d. Lt Col Md Shamsul Islam (Retd) | - Secretary |
| e. Maj Ashraf Kamal (Retd) | - Jt Secretary |
| f. Lt Col M Abdur Rab (Retd) | - Treasurer |
| g. Lt Col Bazlur Rahman (Retd) | - Member Sy
& Admin |
| h. Air Cdre M Murad Hussain, ndc, acsc, psc (Retd) | - Member |
| i. Brig Gen Md Sayeedur Rahman, BP (Retd) | - Member |
| j. Col Mohammad Golam Mustafa, psc (Retd) | - Member |
| k. Capt (BN) M M Aziz, psc (Retd) | - Member |
| l. Gp Capt M Rafiqul Huq, psc (Retd) | - Member |
| m. Lt Col Md Abdur Rob (Retd) | - Member |
| n. 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 :

Events	Action By
<u>Agenda – 1: Tilawat - E Quran:</u> 1. Air Cdre M Murad Hussain, ndc, acsc, psc (Retd) recited the verses from the Holy Quran at the beginning of the meeting. <u>Agenda – 2: Welcome address by the President</u> 2. President welcomed all the EC members and once again reiterated his confidence on the capability of the EC members. He emphasised his policy on 'centralized planning' and 'decentralised execution' giving more flexibility to the respective sub-committee.	All Concern

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Agenda -3: To confirm the minutes of 93rd EC meeting held on 21 Dec 2015.

3. The minutes of the 93rd EC meeting have been approved with the following amendments. Lt Col Akram Hossain (Retd), Vice President, proposed to confirm which was seconded by Col Muhammad Golam Mustafa, psc (Retd) member, EC.

Secretary

a. **Agenda – 7 : To discuss about Best Performers in respective fields.** Concern office bearer will submit the criteria along with proposed name by end of this week.

All
Concern

b. **Agenda – 11: Financial Approval by EC.** Expenditures incurred for observation of 44th Victory day - 2015 are amended as shown below :

- | | |
|--|---------------|
| a. Exp for Presentation, Band party etc. | Tk. 30,000.00 |
| b. Exp for Cultural Show. | Tk. 35,000.00 |
| c. Exp for Entertainment & prize etc. | Tk. 35,000.00 |

Treasurer

c. **Agenda – 12.e : Maintenance of account of Convention Centre :**

Subject account will be maintained under direct supervision of treasurer but the documentation regarding maintaining fund including Book keeping and maintaining account ledger, register, vouchers etc to be done under the supervision of Co-ordinator of Convention Centre. The earnings from Convention Centre after necessary expenditure like pay & allowance, repair, maintenance and other expenses etc to be distributed as per AHQ instruction.

Treasurer
&
Convenor,
Convention
Centre

Agenda – 4: Discussion Pending Works.

4. The list of pending works given below were presented by Secretary to the house. The concerned office bearers gave detailed brief for the reason of delay of each works/project and also its progress. EC expressed satisfaction and asked concerned persons to finish their tasks within stipulated time given to them.

All
Concerned

- | | | |
|----------------------------------|---|-------------------------------|
| a. Submission of Pay Scale | - | by Jan 2016. |
| b. Manpower Distribution (TO&E) | - | by this week. |
| c. Masjid standing order | - | by Jan 2016. |
| d. Condemnation Board | - | by this week. |
| e. Masjid apron works | - | by this month. |
| f. Garden light around pond | - | Planned with pond protection. |
| g. Children rides of Fiber glass | - | To be done by CEO |

(Lt Col Akram to co-ord)



Agenda – 5: Short brief by sub-committees

5. Convenors of the following sub-committees gave a short brief of their activities with future course of actions. Parishad expressed satisfaction and asked them to complete their task at the earliest. The house was very happy to note that the progress of IT activities specially removal of wire jungles inside our DOHS is being replaced by fibre optics wire. President said that all the members are very matured enough to take decision/action independently commensurating with their experience and responsibilities.

- a. Mosque Sub-Committee
- b. Utility Sub-Committee (Electricity, Gas & Water)
- c. Admin, Security and Traffic Management Sub-Committee
- d. Arbitration Sub-Committee
- e. Games, Sports, Cultural and Fitness Centre Sub-Committee
- f. Library & Publication Sub-Committee
- g. IT & Communication Sub-Committee

6. **Mirror for Fitness Centre:** The house agreed with the proposal given by Col S M Faisal, Sr Vice President to fix up Mirror in fitness Centre. He will put up the estimated cost for final approval.

7. **Approval of Fitness Centre by Cantt Board:** The proposal was sent to concern authority for necessary approval and responsibly was given to Col S M Faisal, Sr Vice President to pursue and ensure it. Col S M Faisal informed the present status on the subject that the approval of Fitness Centre yet to be done and it may take some time. President asked him to pursue to get the job done at the earliest.

Agenda– 6: Discussion on the decision taken in AGM -2014

8. Secretary presented the decisions of AGM -2014 to the house in brief and it was discussed in details to take action as early as possible by the concerned office bearer. Actions have been taken on most of decisions and few of its are in progress. Setting up Home Theater at the moment will not be possible; however, it is under active consideration and will be done after detailed analysis and deliberation. The following major works have been deleted from approved project.

- a. Purchase of Truck for the disposal of Garbage.
- b. Construction of footpath opposite to school.

9. **Construction of retention wall at pond :** President gave a detailed pictures regarding implementation of project and sourcing of fund to complete the work and it should be approved in General Meeting to be held on 15 Jan 2016. A project committee on the subject have been advised by the house as shown below :

MB
All sub-committee

Col Faisal,
Sr Vice
President

Col Faisal,
Sr Vice
President

EC
Members

Project
Committee

1. Project Director : Lt Col Bazlur Rahman (Retd)
2. Members : a. Capt (BN) MM Aziz, psc (Retd)
b. Engr Md Riazul Islam
House # 546/3, Road # 13
c. Engr Md Sayedul Islam Khan
House # 332, Road # 05
d. Engr Md Qumruzzaman,
House # 493/5, Road # 09

Agenda -7 : Preparation for GM to be held on 15 Jan 2016

10. The notice on the subject has been circulated among the association members. Necessary admin arrangement on the subject have been taken giving responsibility to the concern person. Secretary will present the report on the GM and hand over the rostrum to Lt Col Bazlur Rahman (Retd) for detailed presentation on retention of wall at pond and followed by Air Cdre M Murad Hussain (Retd) against extension of garbage point toward COD area.

Lt Col Bazlur
Rahman &
Air Cdre M
Murad
Hussain

Agenda -8: Discussion on dynamic web page

11. A letter was circulated to all members earlier and President asked them to comment. Having no point from house except one ie, account of Parishad to be included in web page. Then President elaborated on the subject and he also expect that the whole gamut will be done with minimum expenditures within shortest possible time if every office bearer send their requirement and data at quickest. President expect full co-operation from the members present for successful ending of the project.

EC
Members

Agenda -9: Approval of DBCC Policy

12. This was referred for next EC meeting.

EC
Members

Agenda -10: Printing separate file cover for convention centre

13. The house rejected the proposal as unnecessary.

Convenor,
Convention
Centre

Agenda -11 : Proposal for maintenance work to be done by CEO

14. All members are requested to submit their requirements/ proposal to secretary's office by 20 Jan 2016. So that, Parishad will take further necessary action as deemed fit.

Secretary
&
All EC
Members

Agenda -12 : Overtime for employee of Convention Centre

15. To be decided after new pay scale is approved.

Convenor,
Convention
Centre

Agenda -13 : Financial Approval by EC

16. The EC approved the following expenditures :

Masjid Fund

Sl	Date	Particular	Amount (in BDT)	Remarks
1.	02-01-16	45 sft SS pipe for making stool for Azukhana	12,040.00	

Convention Center Fund

Sl	Date	Particular	Amount (in BDT)	Remarks
1.	02-01-16	Substation S T Switch Gear 3Pc, S T Fuse and Service Charge.	22,000.00	

Agenda -14 : Miscellaneous

17. **Maintenance of Parishad fund** : From now on, money collected from Ricshaw contractor, Garbage contractor, Selling sticker etc to be deposited under Admin and Security 'head' instead of Parishad 'head'.

18. **Procurement and circulation of leaflet of Convention Centre for Marketing**. The proposal has been approved.

19. **Placing of Sign Board for Convention Centre**. After discussion the subject Lt Col Bazlur Rahman has been requested to look into the matter in coordination with Bangla link.

20. **Mobile bill for the employee of Convention Centre**.

Secretary of the Parishad given responsibility to take appropriate action.

21. 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

17 Jan 2016

To :

All Members of the Executive Committee