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**BARIDHARA DOHS PARISHAD
DHAKA CANTONMENT**

**MINUTES OF THE 98th EXECUTIVE COMMITTEE MEETING
HELD ON 07 May 2016 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 Md Shamsul Islam (Retd) | - Secretary |
| d. Maj Ashraf Kamal (Retd) | - Jt Secretary |
| e. Lt Col M Abdur Rab (Retd) | - Treasurer |
| f. Lt Col Bazlur Rahman (Retd) | - Member Sy
& Admin |
| g. Air Cdre M Murad Hussain, ndc, acsc, psc (Retd) | - Member |
| h. Col Muhammad Golam Mustafa, psc | - Member |
| i. Capt (BN) M M Aziz, psc (Retd) | - Member |
| j. Gp Capt M Rafiqul Huq, psc (Retd) | - Member |
| k. Lt Col Md Abdur Rob (Retd) | - Member |
| l. Maj Mohd Serajul Arefin (Retd) | - 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. Maj Mohd Serajul Arefin (Retd) recited the verses from the Holy Quran at the beginning of the meeting.

Agenda – 2: Welcome address by the President

2. The President highlighted on the list of works/project which are yet to be completed. These projects are protection of bank of pond, Children rides, Convention Centre, DOHS website, Garbage dump, Extension of CSD, Installation of lift, befitting works on the western wall of the Mosque, Construction 5th & 6th floor of the convention centre etc. He requested concerned convener to expedite to complete the works.

All EC
members

Agenda -3: To confirm the minutes of 97th EC meeting.

3. The minutes of the 97th EC meeting were discussed. Since there was no observation from any member, Lt Col Md Abdur Rob (Retd), Member, proposed to confirm which was seconded by Gp Capt M Rafiqul Huq, psc (Retd), Member.

Secy

Agenda – 4: Discussion on Traffic Management System.

4. Present systems to continue for next couple of months.

Member Sy
& Admin

Agenda – 5: Construction of boundary wall on the western part of Imam's residence.

5. EC has agreed to undertake the subject construction work in two phases to keep the cost within EC's sanctioning power.

Constr &
Maint, Sub-
Committee

Agenda – 6: Discussion on fitness centre.

6. Convenor of Sports and Games will decide a day as weekly holiday and fitness centre will remain open for the members as under :

Convenor,
Sports and
Games Sub -
Committee

- a. Morning 0600 hrs - 1000 hrs.
b. Evening 1800 hrs - 2200 hrs.

Agenda – 7: The social responsibility activities by DOHS.

7. The draft letter on the subject is approved with some amendments which may be circulated among the inhabitants of our DOHS.

Secy

8. Agenda – 8: To purchase a best quality and heavy duty projector for multipurpose use.

8. Convenor, IT & Comm sub-committee to put up detailed description along with nomenclature and cost for final approval.

Convenor.
IT & Comm
sub-
committee

Agenda – 9: Duties & responsibility of official staffs.

9. The policy on the above subject is approved.

Secy

Agenda – 10: Publication of Telephone Directory.

10. Information regarding on the subject will be available in our DOHS webpage within next couple of month.

Secy

Agenda – 11: Financial Approval by EC

11. The EC approved the following expenditure:

Parishad Fund

Treasurer

SL.	Project	Expenses Involved Tk	Action
1.	Repair & Maint Charges of road (Baridhara Gate to Anannya Market-East side)	17,000.00	Treasurer

2.	Purchase 1 x Water Purifying Machine for Parishad Office (Model no THE-2300-HM-6181)	70,000.00	Treasurer
3.	Donation for Parishad Employee - Cleaner Md Abul Kalam (For emergency treatment)	10,000.00	„
4.	Repair & maint of Children park.	25,400.00	„
5.	Purchase of Rod, Cement, Brick chips & Sand etc.	45,500.00	„
6.	Purchase of Bricks and cost of Rajmistry.	46,500.00	„

Admin & Sy Fund

SL.	Project	Expenses Involved Tk	Action
1.	Cleaning charges of Sewerage line of whole DOHS 1 st phs Tk	50,000.00	Treasurer
2.	Purchase Monitor & accessories for CC Camera (Service Center)	19,000.00	„
3.	Cleaning charges of Sewerage line of whole DOHS 2 nd phs Tk	1,00,000.00	„
4.	Cleaning charges of Sewerage line of whole DOHS 3 rd phs Tk	1,00,000.00	„
5.	Purchase of 2x garbage van costing Tk.	60,000.00	„

Mosjid Fund

SL.	Project	Expenses Involved Tk	Action
1.	6 x SS railing at mosque veranda.	15,000.00	Treasurer
2.	2 x SS door at mosque veranda.	22,500.00	„

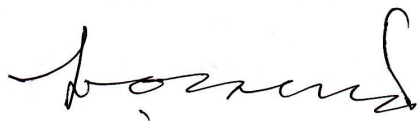
Convention Centre Fund

SL.	Project	Expenses Involved Tk	Action
1.	Generator Servicing charge.	27,175.00	Treasurer
2.	Painting of East & North side boundary wall.	17,450.00	„
3.	Repair & maint for grill fitting in the generator room, dustbin, floor dalai etc.	23,530.00	„
4.	Purchase of printer with scanner.	16,000.00	„

Agenda - 12 : Miscellaneous point :

12. **Petty Cash** : Treasurer may keep petty cash upto 1,00,000.00 (One lac) to meet the day to day requirements. Treasurer

13. Opening Cafeteria: Open tender to be floated for maintaining, transparency and for more participants.	Secy
14. Service Centre : The activities of service centre will directly be regulated by Secretary.	Secy
15. Bill for TAB : Bill against TAB issued by Parishad will be borne by Parishad fund according to their usage.	Treasurer
16. Decoration work at Mosque: Teak woods removed from ground floor of mosque may be used in 1 st floor for subject work. Mosque Sub-Committee to ensure completion of said work as early as possible.	Convenor, Mosjid Sub-Committee
17. Arrangement of Ifter for Employees: The same system will be followed like previous year.	Treasurer
18. Diabetes Machine : Agreed to procure one unit of subject machine for MI Room.	Convenor, Health & Hygiene Sub-Committee
19. Toilet at Park : Agreed to construct one toilet at north west corner of park for common use.	Convenor, Constr & Maint. Sub-Committee
20. Mobile bill for Assistance Md Ibrahim Khalil : He will be given Tk. 300 per month wef May 2016.	Treasurer
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

10 May 2016



Lt Col Md Shamsul Islam (Retd)
Secretary

10 May 2016

To :

All Members of the Executive Committee

Acct Section

Convention Centre