



JICA Alumni Association of Bangladesh

Meherba Plaza (5th Floor), Room # 5-H, Topkhana Road, Dhaka-1000

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JAAB/MINUTES/

March 30, 2018

Subject : Minutes of the 1st Meeting of Executive Committee held on 30.03.2018.

Chair: Dr. Md. Mozammel Haque Khan, President, JAAB

Venue: Meherba Plaza, 5th Floor, Room No. 5H, 33 Topkhana Road, Dhaka.

The 1st Meeting of the Executive Committee was held on 30th March 2018 presided over by Dr. Md. Mozammel Haque Khan, President, JICA Alumni Association of Bangladesh (JAAB). List of Participants is shown as annexure-1. Agenda of the meeting were as follows:

Agenda:

1. Approval of minutes of the last meeting of Executive Committee
2. Installation Ceremony & Observation of Bengali New Year Celebration 1425.
3. Miscellaneous.

Discussion and Decision:

The President of JICA Alumni Association welcomed the members of the Executive Committee and thanked them and Election Commission for attending the meeting. He requested General Secretary Engr. Syed Mahfuz Ahmad PEng to present according to agenda wise. Accordingly he presented and the following decisions have been taken:

Sl No.	Agenda/issue	Discussion	Decisions	Responsibility
1.	Approval of minutes of the previous meeting.	The minutes of the last meeting was readout and as there was no change it was confirmed.	The minutes of the last meeting was confirmed.	General Secretary
2.	Installation Ceremony & Observation of Bengali New Year Celebration 1425	Threadbare discussion on Installation Ceremony of the newly elected JAAB Member and Bangla New Year 1425 Celebration was held on venue, date, chief guest, special guest etc.	Venue: Bangabandhu International Conference Center (BICC) Date: 10 th May 2018, 6:30 pm to 10:00 pm Chief Guest: Mr. Abul Maal A. Muhith, MP, Hon'ble Minister, Ministry of Finance, Government of the People's Republic of Bangladesh. Special Guest: (1) H.E. Mr. Hiroyasu Izumi Ambassador Extraordinary Plenipotentiary Embassy of Japan in Bangladesh (2) Mr. Takatoshi Nishikata, Chief Representative, JICA Bangladesh Office.	General Secretary Treasurer Joint Secretary Organizing Secretary
3	Miscellaneous	Discussion on operate the bank account.	Introduction of the newly elected President Dr. Md. Mozammel Haque Khan, General Secretary Engr. Syed Mahfuz Ahmad PEng. & Treasurer Abdullah Harun Pasha will have to be communicated to the concern bank as soon as possible. The account shall be jointly operated by any of the above mentioned two office bearers. But Treasurer's signature is mandatory for bank transaction.	General Secretary Treasurer
		Discussion on formation of different sub-committees was held President opined that at least 100 members should be involved in these committees.	Draft of different sub-committees will be placed in the next meeting.	General Secretary
		Date of next Executive Committee meeting was discussed.	Next Executive Committee meeting will be held on 6 th April 2018 at 4:30pm.	General Secretary



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As there was no other issue for discussion, the meeting was concluded by the President with thanks.

(Dr. Md. Mozammel Haque Khan)

President

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Distribution:

Mr./Ms. (All Executive Committee Members).