




Dhaka Chamber of Commerce and Industry

65-66, Motijheel Commercial Area, Dhaka-1000



Memorandum

In supersession of the Standing Committee constituted earlier, the authority of Dhaka Chamber of Commerce and Industry is pleased to reconstitute Standing Committee on **Agriculture & Agro-Based Sector -2021** as hereunder:

COORDINATING DIRECTOR	
<p>Mr. Enamul Haque Patwary Director, DCCI M/s. Jute & Bags Export Corporation 99 Motijheel C/A., Karim Chamber (1st floor), room # 203, Dhaka-1000 Ph: 9557210, Mob: 01711-642184 Res: 9339230 E-mail: expojute@gmail.com jute.bags@ymail.com</p>	

CONVENOR	JOINT CONVENOR	
 <p>Mr. Arif Hossain Khan Rani Food Industries Limited House-30, Road-4, Block-C, Banani, Dhaka-1213 Ph: 9861166, 9861199, 01720468424 Fax: 8827012, 988815 E-mail: ranifood@rabbigroup.com Business: Export, Manufacturing: Food Products, Import, Supply</p>	 <p>Mr. Parvez Ahmed Proprietor M/s. Rehan Corporation Suite-9/25, 8th Floor, Eastern Plaza, 70, Bir Uttam C. R. Dutta Road, Dhaka-1205 Ph: 9612560, 01711-346060 Fax: 9612570 E-mail: rehan.corp.dhk@gmail.com</p>	 <p>Mr. Md. Mamunur Rahman Proprietor M/s. Expopro House-51 (3rd Floor), Road-27, Sector-7, Uttara, Dhaka-1230 Ph: 01713-013216, 8915697 Fax: 8915697 E-mail: mamun@expopro.org</p>

Members

1.	<p>Mr. Khan Aktaruzzaman Proprietor M/s. Axis International 167/7B, 5th Floor, East Kafrul, Dhaka Cantt., Dhaka-1206 Ph: 8711285, 04474150010 Fax: 8711285 E-mail: axisbd@yahoo.com</p>		3.	<p>Mr. Asif Uddowlah Director M/s. Petrochem (Bangladesh) Limited ABC Heritage (3rd floor), Plot 2 & 4, Jashim Uddin Avenue, Sector-3, Uttara, Dhaka-1230 Ph: 7911701-3 Fax: 7911706 E-mail: intserve@citechco.net</p>	
2.	<p>Mr. M.N. Kabir Proprietor M/s. Futura Corporation House-16, Flat-N3, Road-7/C, Sector-9, Uttara, Dhaka-1230 Ph: 8921609 Fax: 8916919 E-mail: kabir@futuraabd.com</p>				

4.	Mir Asaduzzaman Rakib Proprietor M/s. Root Traders 34 Shahid Faruk Sarak, Jatrabari, Dhaka-1204 Ph: 162,088,023,601,758,000,000 Fax: E-mail: roottradersbd@gmail.com		10.	Mr. Md. Sakhayet Ullah Proprietor M/s. Reliable Corporation 1/3 Begum Bazar, Chawk Bazar, Dhaka Ph: 57317911, 7310901, 01729- 038448, 01199-864731 Fax: 57313892 E-mail: riponstore@gmail.com	
5.	Mr. Md. Masudur Rahman (Mohon Raihan) Managing Director M/s. Saaol Heart Center (BD) Ltd. 26, Eskaton Garden, Level-2, Ramna, Dhaka-1000 Ph: 9354763, 9354809 Fax: 9354763 E-mail: saaolbd@gmail.com		11.	Mr. Sharfuddin Ahmed Adil Deputy Mg. Director M/s. Adil Securities Ltd. Suite-720 (6th Floor), 9/F Motijheel C/A, Dhaka-1000 Ph: 01729-073300 Fax: 9563977 E-mail: imtiaz.adil@gmail.com	
6.	Mr. Sarmad Mansoor Proprietor M/s. Sindhiya Enterprise 5 Moulavi Bazar (New Gulbadan Market), Dhaka-1211 Ph: 5731196, 01713-031690, 01988-665511 Fax: E-mail: sindhiyabd@gmail.com		12.	Mr. Md. Niaz Ali Chisty Proprietor M/s. Morgen International Suite-A/13, Level-13, Navana Zohura Square, 28 Kazi Nazrul Islam Avenue, Banglamotor, Dhaka-1000 Ph: 5568049 , 01711531486 Fax: E-mail: morgenbd@gmail.com	
7.	Mr. Amir Hamza Managing Director M/s. Unicon Global Limited Rahbar Tower(5th Floor), 77-78 Janata Co-Operative Housing Society, Ring Road, Adabor, Dhaka-1207 Ph: 1717429165 Fax: E-mail: amir09hamza@gmail.com		13.	Mr. Md. Zahidul Islam Managing Director M/s. Dhaka EPC Company Ltd. 14/A, 31/A, Flat-8/A, Tejkunipara, Tejgaon, Dhaka-1215 Ph: 01712591671 Fax: 8872105 Email: dhakaepc@gmail.com	
8.	Mr. Muhammad Masudul Haque Managing Director M/s. Amana International (Pvt.) Ltd. Plot-21, Akash Plaza, Sector-09, Uttara, Dhaka-1230 Ph: 1711241309 Fax: E-mail: amanaint.p@gmail.com		14.	Mr. G. M. Hafizur Rahman Proprietor M/s. Gazi Enterprise 2 DIT Avenue (Extension), Motijheel C/A, Dhaka-1000 Ph: 9556699 Fax: E-mail: uhdo09@hotmail.com	
9.	Md. Shakawat Hossain Mamun Addl. Mg. Director M/s. Provati Insurance Company Limited Khan Mansion (11th floor), 107 Motijheel C/A, Dhaka-1000 Ph: 9559561-3, 01713-066215, 01714-167660 Fax: 9564455 E-mail: provatiinsurance@gmail.com		15.	Mr. Jobayer Ahmed Director M/s. Jalal Ahmed Spinning Mills Ltd. Eunoos Center, Level-19, 52-53 Dilkusha C/A, Dhaka-1000 Ph: 9563750-51 Fax: 9563749 E-mail: headoffice@jalalahmed.com	

TERMS OF REFERENCE:

1. To review and solve problems for development/welfare of relevant business sector by formulating suggestions and recommendations to the Board.
2. To undertake any other work in the agro processing sector as and when assigned by the Board of Directors/President.
3. Committee may adopt any other important issue relevant to the subject matter with the consent of the President.
4. In absence of the Convenor the members of the committee will select someone amongst themselves to chair that meeting.

MEETINGS:

Convenor will convene all meetings. However, in the absence of the Convenor, Joint Convenors will jointly convene the meetings. The agenda of such meetings must be approved by the Convenor. The Coordinating Director, will not convene the meetings unless, prior approval is given by the President, DCCI in absence of the Convenor and Joint Convenors.

ROLES AND RESPONSIBILITIES OF COORDINATING DIRECTOR, CONVENOR, JOINT CONVENORS:

- (a) Convenor will Chair the meetings and will be assisted by the Joint Convenors.
- (b) Coordinating Director shall support the Committee and be present as an Observer.
- (c) Coordinating Director will report to the Board of any lapse in the performance of committee in terms of TOR and Action Plan. Coordinating Director will also present the recommendation to the Board of Directors of the outcome of the Standing Committee meetings and play the role of liaison between the committee and the Board.
- (d) Joint Convenors shall preside over and conduct all meetings in absence of the Convenor.

QUORUM:

The presence of **3 (three) members** in the meeting shall form the quorum.

CO-OPTION:

For better functioning of the Standing Committee, if any co-option is necessary, the Coordinating Director shall bring such case to the notice of the President for necessary action subject to a request made by the Convenor of the Committee.

Dealing Officers:

Mr. Khandoker Anwar Kamal
Project Coordinator
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Mr. Tanver Ahmed
Senior Officer
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Afsarul Arifeen
Secretary General