



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 **Exportable Products & Market Diversification -2021** as hereunder:

<u>COORDINATING DIRECTOR</u>	Photo
Mr. Monowar Hossain Vice President, DCCI Proprietor M/s. Monowar Trading 10 A.C. Roy Road, Armanitola, Dhaka-1100 Tel : 57312297, 01711-530352 E-mail : setu10@gmail.com	

<u>CONVENOR</u>	<u>JOINT CONVENOR</u>	
 <p>Mr. Md. Habib Ullah Tuhin Managing Director M/s. Nice Power & IT Solution Limited 49 Kawran Bazar, 8th Floor, Janata Tower (Software Technology Park), Dhaka Ph: 8802-55013216, 880-961266776 nicegroupbd@gmail.com nicetrade11@yahoo.com</p>	 <p>Mr. Md. Bellal Hossain Proprietor Advance Trade International 1 Tejturi Bazar Chwak, Indira Road, Dhaka-1215 Ph: 8155847, 01713-454202, 01715-106290 E-mail: aputkd@gmail.com</p>	 <p>Ms. Bertha Gity Baroi Corr-The Jute Works House-27, Road-119, Block-CES(B), Gulshan, Dhaka 8837745-7, 01730024060, 01980008541, Fax : 9883641 E-mail: mail@cjwbd.com</p>

Members

1.	Mr. Md. Earul Islam Proprietor M/s. Parvin Enterprise Dag-2616 (New-08), South Noya Nagar, Vatara, Dhaka-1212 Ph: 1743840333 E-mail: chorza2007@yahoo.com	
2.	Mr. Abu Bakr Md. Siddique Proprietor M/s. All-Tech Machinery 37 Zinda Bahar 2nd Lane, Dhaka-1100 Ph: 57392363, 5 7393876, 01715-060653, 01552-318250 Fax: 57392363 E-mail: alltechmach@agnionline.com	

3.	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		6.	Mr. K.M. Istiaque Proprietor M/s. Istiaque Enterprise 34 Begum Bazar, Ahmad Mansion, Dhaka-1211 Ph: 01818-427928,01682- 065545,01772-104363 Fax: 7311826 E-mail: kmistiaque@yahoo.com	
4.	Mr. ASM Nazrul Islam Manager M/s. Mediaworld Limited 64-65, Kazi Nazrul Islam Avenue, Tejgaon, Dhaka-1215 Ph: 01711582702, 9144330, 8124944 Fax: 8125155 E-mail: asm_nazrul@yahoo.com		7.	Mr. Abdul Hamid Badsha Proprietor M/s. S. H. Enterprise 12/14/F Begum Bazar, Dhaka-1211 Ph: 01715-192244 E-mail: Abdulhamidbadsha01@gmail.com	
5.	Mr. Azizur Rahman Proprietor M/s. Royal Business Co- Operation Cosmic Tower, Ground Floor, Suite No. G-B, 106/Ka Naya Paltan, Box Culvert Road, Dhaka-1000 Ph: 01711813961, 01740- 908077 E-mail: royalbco@yahoo.com		8.	Mr. Mohammad Sohel Proprietor M/s. Sohel Enterprise 43 Moulavi Bazar, Chawk Bazar, Dhaka-1100 Ph: 57317903 E-mail: msohel345@gmail.com	

TERMS OF REFERENCE:

1. 1. To devise ways and means to build capacity of members/exporters to enter, retain and expand their market share abroad. To monitor and evaluate the changing business scenario in Bangladesh with particular reference to developments in WTO, SAFTA, BIMST-EC, D-8, APTA.
2. To undertake implement initiative for fostering exportable product and market diversification.
3. To suggest ways and means of product & market diversification.
4. Committee may adopt any other important issue relevant to the subject matter with the consent of the President.
5. 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. Julfikar Islam
AS, R&D
Mob:01733567463



Munshi Md. Azizur Rahman
SSO

Afsarul Arifeen
Secretary General