




## 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 **Law and Order and Anti-Smuggling Initiative-2018** as hereunder:

<b>COORDINATING DIRECTOR</b>	
<p><b>Mr. Md. Alauddin Malik</b> Director, DCCI M/s. Avins Garments 45, Urdu Road Dhaka-1211 Tel : 9634777, 01817-061500 01790- 077 777</p>	

<b>CONVENOR</b>	<b>JOINT CONVENOR</b>	
 <p><b>Engr. Shamsuzzoha Chowdhury</b> Chairman M/s. Unique Living Ltd. 117/1 Shantinagar, Padma House, Ground floor, Dhaka-1217 Ph: 9331386, 9351413, 01713-026414, 01711-523216 Fax: 9351413</p>	 <p><b>Mr. Mohammad Monium Khan</b> M/s Raja &amp; Brothers 25 West Dhanmondi Shankar Dhaka- 1207 Tel: 9131351 Mobile: 01715332664, 01711-358425, 01711- 365737,</p>	 <p><b>Mr. Monowar Hossain</b> Propretor M/s. Monowar Trading 10 A.C. Roy Road, Armanitola, Dhaka-1100 Tel : 57312297, 01711-530352 E-mail : setu10@gmail.com</p>

### Members

1.	<p><b>Mr. Md. Sirajuddin Malik,</b> Former Vice President, DCCI &amp; Proprietor M/s. Capital Plastic &amp; Rubber Industries 4 Kamal Daha Road, Dhaka Tel : 57319806, (Rs) 57319806, 01817-027325</p>		3.	<p><b>Al-haj Md. Sharfuddin</b> Former Director, DCCI M/s. Ador Enterprise Nao Ratan Garden, 10 New Baily Road, Dhaka 1000 Tel: 7116929, 7124878, 9356152, 9343402, M: 01711-673412, 01912-022956, Fax: 7160316</p>	
2.	<p><b>Mr. M. Abu Hurairah</b> Former Vice President, DCCI M/s. Salman Refrigeration 103, K.P. Ghosh Street, Armanitola, Dhaka- 1100 Tel: 57312252, M:01711537073 Fax: 57312252 E-mail: <a href="mailto:abuhurairah184@gmail.com">abuhurairah184@gmail.com</a></p>		4.	<p><b>Mr. Mashuk Hossain</b> Former Director, DCCI M/s. Mashuk Hossain 10 A. C. Roy Road Armanitola, Dhaka. Mob: 57311832,01730443548</p>	

5.	<b>Mr. Nanna Miah</b> Proprietor M/s. Nipa International House – A/8, 2 <sup>nd</sup> Floor (Right Side) , Block-E, Zakir Hossain Road, Mohammadpur, Dhaka-1207 Ph: 01191-757884, 01730449010 E-mail: nannamiah57@hotmail.com		12.	<b>Mrs. Taslima siddique Ratna</b> Ittadi Handicrafts 18/2 Gopibagh, Arai lane Tel: 47112033, 01711245586 E-mail : ratna1968aah@yahoo.com	
6.	<b>Mr. Md. Ramzan Ali</b> Proprietor M/s. HAK Plastic Center 2 B.K. Roy Lane, Noor Mansion, 1st floor, Mitford, Dhaka Ph: 01971-464397, 01754-560897 E-mail: hakplastic1973@gmail.com		13.	<b>Hazi Md. Miah Hossain</b> Proprietor M/s. M. H. & Co. 10 Ganda, Savar, Dhaka Ph: 7710276, 01711-528491 Fax: E-mail: mhco@gmail.com	
7.	<b>Mr. Mohammed Nizam Uddin Talukder</b> Proprietor M/s. Lincoln Impex Overseas 24, Shamoly Bagh (Ground Floor), Shere-E-Bangla Nagar, Mirpur Road, Dhaka-1207 Ph: 01764521808, 01775433112, 01676-436210, E-mail: Lincolnimpex@gmail.com		14.	<b>Mr. Md. Khurshed Alam</b> Proprietor M/s. Aunamika Traders Rahman Mansion (4th Floor), 161 Motijheel C/A, Dhaka-1000. Ph: 9556303, 9561217, 01713-024254 aunamika@bdonline.com, aunamikatraders@gmail.com	
8.	<b>Mr. Mohammad Siaam Al-Ddin Malik</b> Proprietor M/s. Siaam Enterprise 2 Kamal Daha Road, Posta, Chawk Bazar, Dhaka-1211 Ph: 01777-455881 <a href="mailto:siaam_6600@hotmail.com">siaam_6600@hotmail.com</a>		15.	<b>Mr. Nurul Anwar Chowdhury</b> Proprietor Anwar General Services Est. Eastern View, 8 <sup>th</sup> Floor, Room No. 12-15 Naya Paltan, Dhaka-1000 Tel : 9361986, 01819-244306 Fax : 9361880 E-mail : angesbd@yahoo.com	
9.	<b>Mr. Sumon Talukder</b> SS Business Corporation Ltd Jiban Bima Tower (7th Floor), 10, Dilkusha C/A, Dhaka-1000 Tel: 7122444, 9564217, 9565329, 01713-037452(M), Fax: 9578762 E-mail: <a href="mailto:s.talukder@ssbclgroup.com">s.talukder@ssbclgroup.com</a> <a href="mailto:sumon.talukder@ssbcl.com">sumon.talukder@ssbcl.com</a>		16.	<b>Mr. Syed Tajul Bashar Tapu</b> Proprietor M/s. Concerted Solution 56, Purana Paltan, Shok Center, Room No. 605, Dhaka-1000 Ph: 9580140, 01534-316548 E-mail: <a href="mailto:concertedsolutionbd@gmail.com">concertedsolutionbd@gmail.com</a>	
10.	<b>Mr. Md. Sirajul Islam</b> M/s. Sarder Trade International 3/9 Liakat Avenue, Johnson Road, Dhaka – 1100. Ph:01711-374426		17.	<b>Mr. Md. Mahmud Hassan Jamal</b> Proprietor M/s. Pharmaplast Plot-25, Road-11, Shampur-Kadamtali I/A, Dhaka Tel : 7445258, 7443064 E-mail : mahmud@pharmaplast.org	
11.	<b>Mr. Mohammad Zamsher Ali</b> Proprietor M/s. Sony Lubricants Center 38-Postogola, DIT Plot I/A, Shampur, Dhaka-1204 Ph: 74443488, 01911-151177, 01720004147 E-mail: mdzamsherali@gmail.com		18.	<b>Mr. M. A. Hannan Bashar</b> Conmat Enterprise Ismail Mansion (2 <sup>nd</sup> Floor) 9-H, Motijheel C/A, Dhaka-1000 Tel : 9550252, 01707822422 E-mail : conmatent@gmail.com	

<p>19. <b>Mr. Parvez Ahmed</b> 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>22. <b>Mr. Tanvir Hassan</b> Proprietor Essentials 67/68 Moulavi Bazar, Dhaka-1211 Ph: 01819-434650 Email: tanvir@essentialsbd.biz</p>	
<p>20. <b>Mr. Rajeeb Das</b> A.G.M. (Commercial) M/s. Alif International 402 New Eskaton Road, Dhaka-1000 Tel : 9347007, 01819-188022 Fax : 9340639 E-mail : alifinternational@yahoo.com</p>		<b>Co-opt</b>	
<p>21. <b>Mr. M.H.K. Jahangir Mahmud</b> M/s. Vision Engineering House-21 CWN (C) Road-24 Gulshan, Dhaka-1212 Tel : 8836815, 8836780, 01711612595, 01916-575265 Fax : 9885250 E-mail : mhk-rspl@hotmail.com</p>		<p>23. <b>Mr. A. K. D. Khair Mohammad Khan</b> Former Director, DCCI Khair Enterprises 29 Shah Shaheb Lane Narinda, Dhaka-1100 Tel: 7122043, 7121147, 01813698808 Email: <a href="mailto:khairmkhan@yahoo.com">khairmkhan@yahoo.com</a></p>	

### **TERMS OF REFERENCE**

1. To liaise with the Government Agencies in respect of Law and Order situation of the country specially of Dhaka district.
2. To suggest ways and means to improve Law and Order situation.
3. To apprise DCCI Authority as to developments pertaining to Law and Order situation and related policy of the Government.
4. To liaise with the Ministry of Home Affairs and other Government Agencies for mitigating traffic jam and for evolving effective traffic management system so that commercial and economic activities can run smoothly.
5. To undertake any other work in the related fields as and when assigned by the Board of Directors/President.

### **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 **5 (five) 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.

**Terms and Conditions:**

1. The Standing Committee shall submit its suggestions / recommendations to the Board of Directors for approval.
2. Besides the nominated members, all members of the Board of Directors are entitled to attend meetings of the Standing Committee. DCCI Secretariat shall ensure sending notices of the meeting to the Directors.
3. Members remaining absent in 3 (three) consecutive meetings of the Committee without prior notice shall be deemed to have vacated their membership of the Standing Committee. And immediately, the vacancy will be fulfilled by adding new members subject to required validation and due process followed by DCCI Secretariat.
4. The term of office of the Standing Committee shall be one year, if not otherwise decided by the Board of Directors.
5. The Standing Committee shall convene at least 4 (Four) regular meetings in a year (excluding emergency meetings and meetings on policy issues). One meeting in one quarter will be requested to be held for improved effectiveness of the committee.
6. The Standing Committee can form sub-committee for improved performance and effectiveness, such sub-committees will only report to the respective Standing Committee and can be dissolved as and when required by the Convenor and such sub-committees can only be headed by the Joint Convenors.
7. The Standing Committee will be requested to submit the Budget related recommendation by 30<sup>th</sup> January, 2018. The maximum number of recommendation will be limited to five (5) and will be backed by proper justification and reasoning.

8. The Committee Action Plan (CAP) will need to be submitted by the Convenor and Joint Convenors. The CAP format will be given by the Secretariat.
9. The Standing Committee will be evaluated at the end of the term. The evaluation will be conducted under certain performance criteria set by the DCCI Standing Committee Evaluation Committee and also the CAP performances.
10. The Standing Committee must submit their report on its activities within 15th November, 2018 in order to incorporate the same in the Annual Report, failing which the Standing Committee's report will not be included in the Annual Report.



**AHM Rezaul Kabir**  
Secretary General