






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 Telecom, ICT and IP -2017** as hereunder:





<u>COORDINATING DIRECTOR</u>	
<p>Mr. Riyadh Hossain Director, DCCI Proprietor, M/s. R H International House-379, Road-11, Level-4/A, Block-C Bashundhara R/A, Dhaka-1229 Tel : 7315866, 01711-533946, 0164858639 Email: riyadh.hossain@appnometry.com nhgcompanies@gmail.com</p>	

CONVENOR	JOINT CONVENOR
 <p>Mr. T. I. M. Nurul Kabir Former Senior Vice President, DCCI Managing Director M/s. Spinnovation Limited House No.1178 (4th Floor, Flat-West Side) Road No. 09, Avenue-11 Mirpur, DOHS, Dhaka Ph: 9860715, 01711-563977, 01711-563977 Fax: 8834924 E-mail: timnkabir@gmail.com, info@spinnovation.com.bd, nurul.kabir@spinnovation.com.bd</p>	 <p>Mr. Zubair B. A. Siddiky Mg. Director M/s. Foodpanda Bangladesh limited 8 Shaheed Sangbadik Selina Parvin Sarak Gulfesa Plaza Suite-10, 11th Floor, Dhaka Ph: 01730-069683 E-mail: z.siddiky@foodpanda.com.bd</p>

Members

1.	<p>Mr. Salahuddin Abdullah Former Sr. Vice-President, DCCI Remfry & Son Limited DCCI56, New Eskaton Road, 4th Floor, Dhaka Tel: 9338201(O) 8855127(R) 01713-001455(M) Fax: 8317860, 9346881 Email: remfry@bangla.net</p>	
2.	<p>Mr. Rizwan-ur Rahman Former Director, DCCI M/s. ETBL Securities & Exchange Ltd. Suvastu Tower (9th floor) 69/1 Panthapath, Dhaka-1205, Bangladesh Tel:8621916, 8622583, 07173-046380 Fax: +88-02-8621917 Email: rizwan@etblsecurities.com info@etblsecurities.com</p>	

3.	<p>Mr. Syed Almas Kabir MetroNet Bangladesh Limited 12 Sonargaon Road, Sonartari Tower, 18th floor, Dhaka Ph: 9671381-2, 9897612, 01711-521964 Fax: 9670257 E-mail: almas@metro.net.bd, borna@metro.net.bd, sak@metrobd.net</p>	
4.	<p>Mr. Shameem Ahsan Akhoni. Com Ltd. 8, Gulshan South Avenue, Unit-53, Gulshan-1, Dhaka-1212 Ph: 9889177, 01713-009235 E-mail: info@akhoni.com</p>	
5.	<p>Mr. Sumon Talukder S.S. Business Corporation Ltd. 10 Dilkusha C/A, Dhaka-1000 Ph: 9564217,7174402, 01713-037452 Fax: 9578762 E-mail: sumon.talukder@ssbcl.com, info@ssbclgroup.com</p>	
6.	<p>Mr. Asif Mahmood ADN Telecom Ltd. Red Crescent Concord Tower (19th Floor), 17, Mohakhali Commercial Area, Dhaka - 1212, Bangladesh. Tel:9841234-8,9610999108-9 Fax: 9887551 Website: http://www.adnsl.net Email: info@adnsl.net Tel :8861234-8,01711524030 E-mail : asif@atcl.net PS: Atiq, M: 01777770325; Monir: M: 01777770322;</p>	
7.	<p>Mr. Syed Mamnun Quader Southtech Limited Dhaka Square (4th & 5th floor), House No. 01 Road-13, Sector-01, Uttara, Dhaka-1230 Tel: 8921809, 8914170, 8919905, 01819224701 Fax: 8921809, 8916331 Email: syed.quader@southtechlimited.com</p>	
8.	<p>Mr. Md. Habib Ullah Tuhin Nice Trade Liners 12/4, Purana Paltan Line, Dhaka-1000 Ph: 9346212, 01711-666776, 01611-666776 E-mail: nicegroupbd@gmail.com, nicegroupbd@gmail.com</p>	
9.	<p>Mr. Rezwanur Rab Zia EZY Infotech (Pvt.) Ltd. Hashim Tower (L-4), 205/1-A, Gulshan-1, Tejgaon Link Road, Dhaka- 1208 Ph: 9851203, 9851246, 01911-888888 Fax: 9851285 E-mail: rezwan@ezyinfotech.com</p>	
10.	<p>Mr. M.A. Mannan Mg. Director M/s. Beta Bangladesh Ltd. Sheltech Ameena, Flat-2B, House-71, Road-15/A, Dhanmondi R/A, Dhaka-1209 Ph: 9671563, 9665942, 01619-806786 E-mail: betabangla@yahoo.com</p>	
11.	<p>Mr. Md. Mostafizur Rahman Advanced ERP (BD) Ltd. Landview, 28, Gulshan North C/A, Dhaka-1212 Ph: 8412966, 8413379, 8840423, 01819-218125 E-mail: sohel@dreamapps.com, sohel@advancederpbd.com</p>	
12.	<p>Mr. Swadesh Ranjan Saha, FCA, FCS Satcom Computers Limited 9-G Motijheel C/A (1st & 2nd Floor), Dhaka-1000 Ph: 7172025-6, 7172623 E-mail:srs.bd@hotmail.com satcomit@satcombd.com,</p>	
13.	<p>Mr. Shah Rafiul Kabir InGen Technology Limited Sharif Mansion (3rd floor), 11 Bir Uttam A.K. Khondoker Road, Mohakhali C/A, Dhaka-1212 Ph: 882239-40, 8822997-8, 01787- 692404, 01711-531423 E-mail: rafikabir@ingenbd.com</p>	
14.	<p>Mr. Seung Byoung Oh Samsung R&D Institute Bangladesh Ltd. West Tower, Abdul Momen Business District, 111 Bir Uttam C.R. Datta Road (Sonargaon Road), Dhaka-1205 Ph:8815733 E-mail: josephoh@samsung.com</p>	

15.	<p>Dr. Kazi Saifuddin Munir Information Technology Consultants Ltd. Evergreen Plaza (3rd Floor), 260-B, Tejgaon I/A, Dhaka-1208 Ph: 9830310-13 E-mail: info@itcbd.com</p>	
16.	<p>Mr. Md. Asifuzzaman Data Edge Limited Sadharan Bima Bhaban-2 (13th floor), 139 Motijheel C/A, Dhaka-1000 Ph: 9585949-52, 01833-320899, 01841-523782 E-mail: sarwar@data-edge.com</p>	
17.	<p>Maj Gen Syeed Ahmed BP, awc, psc(retd) BRACNet Limited Suite-603 (5th floor), Rob Super Market, Plot-22, Gulshan (North) C/A, Gulshan-2, Dhaka-1212 Ph: 9891948, 9893333 E-mail: syeed.ahmed@bracmail.net</p>	
18.	<p>Mr. Tarique Ekramul Haque Bangla Trac Communications Ltd. Plot-68 (Old 45), Block-H, Road-11, Bir Uttam Khademul Bashar Sarak, Banani, Dhaka-1213 Ph: 8838001-4 E-mail: info@banglatraccommunications.com</p>	
19.	<p>Mr. A. S. M. Mainuddin Monem AML Infotech Ltd 111 Bir Uttam C. R. Dutta Road (Sonargaon Road), Dhaka-1205 Ph: 9676301-3, 9669570, 8618079, 8611043, E-mail: aml@bangla.net</p>	
20.	<p>Mr. Enayetullah Khan Cosmos Technologies Ltd. Cosmos Centre, 69/1, New Circular Road, Malibagh, Dhaka-1217 Ph: 8312024, 9351137 E-mail: cosmos@citechco.net</p>	
21.	<p>Mr. Mahboob Zaman M/s. Datasoft Systems Bangladesh Ltd. 73-D New Airport Road, Monipuripara, Dhaka-1215 Ph: 9110136, 9110169, 01711-521696 E-mail: datasoft@datasoft-bd.com,</p>	
22.	<p>Mrs. Lutfunnisa Saudia Khan Bangla Phone Ltd. House 3, road 23/A, Gulshan-1, Dhaka-1212. Phone : 9860952, 9888746, 01713122891 Fax : 8819981 E-mail : saudia@banglaphone.net</p>	
23.	<p>Mr. Mozharul Islam Prince Newage Infotech Services Limited 42/I, Indira Road, Dhaka-1215 Tel: 9126535, 9115032, 8112704, 8116951 Fax: 8113518 E-mail: infotech@newage-group.com</p>	

TERMS OF REFERENCE

To deal with all the matters and issues relating to pertaining to Telecommunications, ICT Software & ITES and Intellectual Property Rights (IPR) sector. Work as an extended arm for private sector development and keep the Board informed.

To identify the problems and constraints in respect of Telecommunications, ICT Software & ITES and Intellectual Property Rights (IPR) sector and take up necessary action with Government and other relevant bodies for their timely and expeditious solution in line with the vision and mission of DCCI.

To coordinate with the Board, Members and different Ministries, Departments, Autonomous bodies, Civil Society, Academia, Development Partner and other relevant organization for formulation of appropriate policy and Industry position paper on development of Telecommunications, ICT Software & ITES and Intellectual Property Rights (IPR) sector. Committee may take necessary measures for conducting sectoral study & research and facilitate appropriate support in line with the vision and mission of DCCI for ensuring that these sectors can meet the growing demand of the private sector in an effective manner.

Committee also conduct a sector assessment and provide recommendation to the DCCI board which may communicate to the relevant government agencies. To suggest revision of existing laws, rules and regulations on Telecommunications, ICT Software & ITES and Intellectual Property Rights (IPR) sector.

Committee also coordinate with respective associations of these subsectors and taking necessary support and action. To explore the possibility of expanding collaboration with those association for the betterment of these sectors. Organize dialogue and discussion to create consensus among the stakeholders in respect to different polies and regulations.

To assess the information needs of the members of the DCCI and assist them in having access to such information making optimum use of respective sectors which is under the preview of the committee. Committee also provide necessary support and recommendation to the board for taking appropriate action in order to use digital technology for effectiveness of Secretariat of DCCI.

To perform any other task that may be assigned by the Board of Directors / President.

MEETINGS:

Convenor of the Committee shall call upon and chair the meeting. In the absence of the Convenor the Joint Convenor shall call upon to convene the meetings in consultation with the Coordinating Director and the agenda of such meetings must be approved by the President.

Roles and Responsibilities of Coordinating Director, Convenor, Joint Convenors:

- a. Coordinating Director will play the role of a bridge between the Standing Committee and the Board of Directors. He also inform Board about the outcome of the Standing Committee meetings and recommendation. To support the Convenor with for running the affairs smoothly of Standing Committee.
- b. Convenor shall be the main key person in the Standing Committee to lead the committee and shall be responsible for overall leadership of the Standing Committee. Convenor shall chair the Standing Committee meeting and in case of his absence, Joint Convenor shall chair the meeting.

- c. Convenor also discuss with the President and Coordinating Director and he will run the affairs in line with the vision and mission of DCCI.
- d. Convenor shall review issue, challenges, conducting research, organizing round-table discussion, stakeholder communication, develop entrepreneurship, strengthen leadership qualities and emphasis to young, educated and talented members in Standing Committee related issues.

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.

NOTE:

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.
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 3 (three) regular meetings in a year (excluding emergency meetings and meetings on policy issues).
6. Standing Committee will follow the KPI and take necessary action to achieve those guiding principles assigned by the President.
7. Committee will prepare the quarterly progress report in line with the action plan and submit the same to the president for the review of the Board.
8. The Standing Committee must submit their report on its activities within 30th September, 2017 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