সেবা কল্যাণ সংহতি
RETIRED ARMED FORCES OFFICERS' WELFARE ASSOCIATION (RAOWA)
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Ref: RAOWA/EGM/Budget/01-01/2025 Dated: 17 Feb 2025

MINUTES OF THE EXTRAORDINARY GENERAL MEETING (EGM) HELD AT 1030 HRS ON 08 FEB 2025 AT RAOWA CONVENTION HALL (HELMET)

SL	Agenda, Discussion & Decision	Action by
1.	**An Extraordinary General Meeting (EGM) was held on "Final Budget 2024-2025" at 1030 Hrs on 08 Feb 2025 at the RAOWA Convention Hall (Helmet).** R # 2735 Col Mohammad Abdul Hoque, psc (retd), Chairman, RAOWA, presided over the meeting.	
2.	**Subject for EGM**. Approval on "Final Budget 2024-2025".	
3.	**Quorum Declaration**. With the presence of 163 respected members (the required minimum Quorum presence is 100), the Quorum completion was declared.	
4.	**Attendance.** Attached at Annex 'A'.	
5.	**Telwat-E-Quran.** The meeting started with the recitation from the Holy Quran by Moulana Imam Uddin of RAOWA.	
6.	**Opening Address by the Secy Gen**. Secy Gen R#3766 Lt Col Md Irshad Sayeed, psc (retd) addressed the audience as follows: "Bismillahir Rahmanir Rahim, Honourable members of RAOWA, respected Chairman and the members of the Executive Committee, Assalamu Alaikum and a very good morning. I feel honoured to get the opportunity to stand in front of you as the Secy Gen of this prestigious organization. My sincere thanks and greetings to all those present at this EGM. Today's EGM is conveyed primarily to approve the annual budget of RAOWA for the financial year 2024-2025. Today's session will focus on ensuring financial transparency, efficiency and accountability in our budget allocation which is essential for the continued success of RAOWA. Our Treasurer will present a detailed proposal for the budget. Your valuable insights and feedback will be instrumental in defining and finalizing it. I believe that through active participation and constructive discussions, we will arrive at a decision that will serve the best interests of RAOWA and its members.	

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	Let us enter into today's session with the spirit of cooperation and sheered commitments to the prosperity of our association. Without further delay, I, now, invite our respected Chairman to deliver his welcome address and formally commence today's proceedings.	
7.	**Welcome Address by the Chairman.** R#2735 Col Mohammad Abdul Hoque, psc (retd), Chairman, RAOWA gave his address as follows: "Bismillahir Rahmanir Rahim, Members of the Executive Committee, and Respected Members of RAOWA, Assalamu Alaikum and a very good morning. It is indeed a great privilege for me to welcome you all to this Extraordinary General Meeting (EGM) of RAOWA. Your presence here today is a testament to your dedication and commitment to the progress and welfare of our esteemed organization. I extend my sincere gratitude to each of you for taking the time to join us for this important session. I also solemnly remember the contributions of RAOWA's founding members and pray for the eternal peace of all RAOWA members who have passed away. Today's meeting holds significant importance, as we have gathered to discuss and approve the annual budget of RAOWA. A well-planned and transparent budget is the foundation of sound financial management, ensuring that our association remains financially stable, continues to grow and serves its members effectively. It is through responsible budgeting that we uphold the values of integrity, accountability, and efficiency in all our initiatives. As we deliberate on the proposed budget, I encourage each of you to participate actively, offer constructive insights and engage in meaningful discussions. Your valuable feedback and collective wisdom will help us make well-informed decisions that align with the best interests of RAOWA and its members. I would like to take this opportunity to commend our Executive Committee specially Secy Gen, Treasurer, and Finance Team for their dedicated efforts in preparing this budget proposal. Their hard work and meticulous planning ensure that RAOWA remains on a strong financial footing, enabling us to achieve our goals and undertake further developmental initiatives.	

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	Although today's meeting is centered around a single agenda—the approval of the budget—if time permits, we can also discuss some of the ongoing and future developmental projects of RAOWA. I believe that open dialogue and collaboration will further strengthen our organization and pave the way for sustained growth and prosperity. Let us move forward with today's agenda in the spirit of transparency, unity, and excellence. I look forward to a productive session and positive outcomes that will benefit RAOWA and all its members. Thank you all. Wasalamu Alaikum wa Rahmatullahi wa Barakatuh." He then requested the Treasurer to present the house with the day's agenda on the proposed annual budget 2024-2025.	
8.	**Agenda**. Approval on the Proposed "Final Budget 2024-2025" period covering from 01 Oct 2024 to 30 Sep 2025. The proposed budget for 2024-2025 is attached in Annex B. a. At the outset, R#2978 Capt Zakir Ahmed Zakir (retd), Treasurer, RAOWA appraised the house regarding the disclosure that the approved budget was not the final approval for us to commit any fund or incur any expenditure on any head and we had a procurement committee comprised of the representatives from general members and few EC members. He added that throughout the year, the procurement committee and EC will continuously review the need for any expenditure and only after ensuring the genuine interest of RAOWA, we will carry out the required transaction. He informed the house that the budget had been prepared in consultation with the respective EC members and the feedback received from the general members. He then presented the budget in two phases: in phase-1 the revenue budget and in phase-2 the development budget. b. In the revenue budget, initially, he presented the summary of the proposed income budget amounting Tk 301,881,464 and the proposed expenditure budget amounting Tk 188,337,894, having a cash surplus of Tk 113,543,570. c. He informed that the proposal about budget had been prepared considering the budget and actual expenditure of the financial year 2023-2024, the provisionally approved budget for the year 2024-2025 proposed by the last EC, the adjusted proposed budget incorporating the ideas/views and visions the new EC. He also showed the house a comparative study of the above-mentioned considerations in terms of total income, total capital cost, total operational expense, total expenditure and cash surplus. He then presented the details of the proposed income budget of RAOWA for the year 2024-2025.	

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	d. Subsequently, Treasurer presented the details of the proposed expenditure budget for the year 2024-2025 including the expenditure incurred for various developments in the RAOWA Complex for various maintenance/repairs works, operational expenses of various departments, etc. After that, he showed chronologically the expenditure budget for Welfare, Cultural & Entertainment, Library & Publication, Food & Beverage, Ladies' & Children's Affairs, RAOWA Research Center, Games & Sports, various overhead costs, etc. e. Then, Treasurer presented the house the phase-2 of the budget which was the development/Investment budget. He showed the various sources of RAOWA funds including their balances which amounted Tk 36.5 crores to till date and the proposed development/investment expenditure budget for the period from Oct 2024 to Sep 2025. f. Then the concerned EC members presented their respective vision along with the proposed activities/curriculum to enhance the support/welfare of the members and the budget required for them: (1) R#2669 Lt Col Abu Naoraz Khurshid Alam, psc (retd), Jt Secy, RAOWA. (2) R#3349 Lt Col Sharif Md Abul Hussain (retd), Member Development, RAOWA. (3) R#3432 Flt Lt Mohammad Harunoor Rashid Bhuiyan, Ph.D (retd), Member Games & Sports, RAOWA (4) R#2564 Lt Col Mir Md Motaher Hasan, psc (retd), Member Entertainment and Cultural, RAOWA. (5) R#3115 Maj Mohammed Aminul Hoque Sarwar (retd), Member Food and Beverage, RAOWA. (6) R#4804 Lt Col Md Nuruzzaman, G (retd), Member Library and Publication, RAOWA (7) R#2491 Maj ATKM Iqbal, psc (retd), Member Welfare, RAOWA. g. With that, the Treasurer ended his presentation on the proposed annual budget for the period from Oct 2024 to Sep 2025 and handed over the proceeding to the Chairman.	

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9.	**Open Discussion Session**. At this point, their Chairman declared the house open for the discussion on the proposed budget. Accordingly, the following points came up from the attendees: a. R#1343 Col Joseph A. Rozario, ldmc, ledc, psc (retd) inquired regarding the feasibility and possibility of getting an income from RAOWA hall amounting to 21 lacs Tk where we had a very meagre income amounting to only 15,000 Tk in the last year. In reply, Secy Gen informed that the space in the old RAOWA building remained unused which could be used by giving rent for various facilities with some improvements keeping the heritage intact and generating a healthy income. Adding to that, he also said that the incurred expenditures would be returned within two years, Additionally, he appraised that the 1st floor & 2nd floor of the old building would be renovated into small rooms to accommodate members who come to Dhaka from outside. b. R#2014 Maj Md. Mizanur Rahman Khan (retd) proposed that the concerned EC members along with their related sub-committees should submit their whole year activities and plan for development works including the budget needed incorporating possible sponsorship and returns of revenue to RAOWA. He also opined that as our financial year started from Oct to Sep, we must adopt a provisional budget for Oct-Dec and get it approved at the AGM to avoid any legal bindings. c. R#1343 Col Joseph A. Rozario, ldmc, ledc, psc (retd) suggested increasing the amount of Family Welfare Scheme (FWS) to Tk 3 Lacs from Tk 2 Lacs considering the increased amount of yearly income of RAOWA. In reply, the Chairman appraised that the welfare to members didn't remain only within granting Tk 2 Lacs to the family of deceased members, but also providing financial help to the distressed members, medical support in terms of money to the sick members, etc. d. R#1643 Maj Abu Ahmmed Ibrahim (retd) opined that though the budget for the library and publication had been increased significantly, still it seemed inadequate and proposed to open a library along with a cafe on the floor of the old RAOWA building or in place of previous "Book Warm" located beside the main road of old Tejgaon Airport. Appreciating the proposal, the Chairman requested VC (Air) to look for the feasibility of getting the old place of "Book Warm" from the Air Force to RAOWA. If it is not possible, the Chairman informed that a suitable place in RAOWA Complex would be found for the same purpose. e. R#1671 Maj Md. Abdul Aziz Sheikh (retd) opined that considering the number of members availed the library facility, it would not be prudent to expend a huge amount of money to create an	

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	online/YouTube/Webpage for RAOWA library without improving the environment to read in the library. In reply, the Chairman appraised that due to the distance from other DOHS, many of the members could not avail of the library facility. f. R#1758 Lt Col Md Shahadat Hossain, psc (retd) requested clarification on the two different terms mentioned in the budget namely RAOWA Research Centre (RRC) and RAOWA Research and Study Forum (RRSF), as it seemed that RRC was being created bypassing RRSF. He suggested not to create RRC without getting feedback from RRSF. He then pointed out that the honorarium for researcher/authors was kept amounting Tk 4 Lacs and the printing cost for publication was Tk 14 Lacs and inquired for whom this budget was allocated. RRC or RRSF? In reply, the Chairman opined that both are the same as one unit and the modus operandi would yet to be decided and only the budget had been allocated. g. Appreciating the effort of EC as a whole and the presentations by concerned EC members individually on the budget, R#2137 Maj Zaman Md Bahadur Khan (retd) inquired on the update of the dues receivable from our tenants and urged to recover all the dues as soon as possible which would be aided to our proposed budget. He then requested Member Development to find a space of 3000-4000 sq/ft in the RAOWA Complex to set up a dental clinic for our members. Furthermore, he urged Member Food and Beverage to implement his road map as promised during his election campaign with a renewed timeline after receiving the required budget. h. R#4730 Maj Gen Abu Naser Md Elias, SGP, ndc, afwc, psc, M.Phil (retd) proposed a set up a restaurant and a gymnasium by RAOWA at Mirpur DOHS considering the largest numbers of members residents. In reply, the Chairman informed the house that QMG's Branch, AHQ had the plan to set up various facilities at different DOHS as guided by the CAS and in regards to Mirpur DOHS, a wish list mentioning some issues and required facilities had been shared with QMG's Branch and now it would be the responsibility of Mirpur DOHS Parishod to pursue it. He also urged all the members including EC members from BN & BAF to share resources proportionately with RAOWA both in terms of finance as well as facilities like the army does. He mentioned that we always revert to the army/AHQ in all cases, not incorporating BN/BAF HQs. In this regard, the Chairman was apprised that he had started communicating with NHQ and Air HQ on the issue of resource sharing as RAOWA is the place for the retd members from the tri-services.	

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	j. **Decisions**.	
	(1) Proposed renovation of the old hall for the increased income generation and accommodation for outside members to be planned by Member Welfare in consultation with Secy Gen.	Secy Gen & Mem Dev
	(2) Holding AGM after the month of Sep instead of Dec to be assessed.	Treasurer
	(3) VC (Air) to look for the feasibility of getting the old place of "Book Warm" from the Air Force to RAOWA. Member Library & Publication in consultation with Member Dev to propose a suitable place in RAOWA Complex for the same purpose.	VC (Air), Mem Library, Mem Dev
	(4) Integration of RRSF and proposed RRC to be assessed after getting the feedback from RRSF.	Secy Gen
	(5) Dues receivable from our tenants are to be regularized.	Treasurer
	(6) Member Dev and Member Welfare to look for a suitable place/space to set up a dental clinic for our members in RAOWA Complex.	Mem Dev, Mem Welfare
	(7) Member Food & Bev to implement his roadmap with a renewed timeline after receiving the required budget.	Mem Food & Bev
	(8) Sectt to inform Mirpur DOHS Parishod to pursue AHQ with their wish list.	RAOWA Sectt
	(9) NHQ and Air HQ to be communicated on the issue of resource sharing with RAOWA.	VC (Navy), VC (Air)
10.	**Adoption of the Proposed Final Budget 2024-2025**. With the request of the Chairman, RAOWA R#1343 Col Josheph A. Rozario, ldmc, ledc, psc (retd) proposed the adoption of the proposed final annual budget 2024-2025 and R#1356 Sqn Ldr Ali Mahmud Khan (retd) seconded the proposal. Thereby, the annual budget 2024-2025 was passed by the house.	
11.	**Closing Address by the Chairman, RAOWA**. The Chairman conveyed his sincere gratitude and thanks to all the EC members for making the proposed budget with almost dedication, professionalism, creativity and wisdom considering the future needs of RAOWA in general and the welfare of the members in particular. He then urged all to work on matters which would impact permanently the welfare of the RAOWA members instead of temporary things. He also emphasized the	

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	activities which would enhance the value of RAOWA both at the military level as well as national level. He then appraised the house on the following: a. Our contribution since the liberation war in 1971 till today must be revived which was shadowed or forgotten. b. The death anniversary of Gen MAG Osmani scheduled on 16 Feb 2025 is to be observed with absolute fervour. c. Re-locating of existing mosque considering the influx of Muslims during the prayer times. d. Re-arrangement of various facilities/services utilizing the unused/misused/ mismatched spaces. e. To involve our ladies more with our activities in enhancing their mental faculties and enriching their social bonding, we are going to take several initiatives. f. The land acquired at Inani Beach may be given lease to a third party or developer in a 50%-50% share ratio to build a resort/hotel to generate a regular flow of income without investing our money. g. Observance of commemorating of BDR carnage on 25 Feb 2025 in the utmost befitting manner. He also thanked all the members for attending the EGM and expressed his deepest appreciation to the members for taking an active part in the proceedings. Inviting all members to the upcoming RAOWA Annual Picnic-2025 scheduled on 14 Feb 2025 at Jolshiri Central Park, the Chairman concluded the EGM by offering a special Muntajat asking forgiveness and mercy from the Omnipotent Allah and praying for indefinite blessing for all the members.	

Col Mohammad Abdul Hoque, psc (retd)
Chairman, RAOWA

17 Feb 2025

Lt Col Md Irshad Sayeed, psc (retd)
Secretary General, RAOWA

17 Feb 2025

Annex:

A. Member Attendance in EGM on 08 Feb 2025.
B. Proposed Annual Budget 2024-2025.