



**Memorandum of Association  
and  
Articles of Gulshan Society**

Registered under Societies Registration Act  
(Act XXI of 1860)

*(Incorporates all amendments till **October 18, 2025** and  
endorsed by the Registrar, Joint Stock Companies)*

**GULSHAN SOCIETY**  
Flat # A-1, House # 7/B  
Road # 103, Gulshan, Dhaka-1212

**November 2025**



**Final version after incorporation all the amendments approved  
at EGM held on 18.10.2025**

Registered under the Societies Registration Act XXI  
Of  
1860  
Memorandum of Association  
Of  
Gulshan Society

**Article 1 : Name**

The name of the Society shall be Gulshan Society.

**Article 2 : Address**

The registered office of the Society shall be situated at Flat A1, House 7B, Road 103, Gulshan-2, Dhaka-1212.

**Article 3 : Territorial Limits**

The territorial limit of this Society will cover Gulshan Model Town of RAJUK and shall include man made as well as natural lakes and water bodies around it.

**Article 4 : Objectives**

The primary objectives for which the Society is organized are: All the objects will be implemented after obtaining necessary permission from the Govt. / Concerned authority / Competent authority before implementation of the object.

1. To encourage and foster a spirit of welfare and understanding among the residents of Gulshan irrespective of race, religion or nationality.
2. To take an active interest in the over all welfare of the community including but not necessarily limited to civic, recreational, cultural, social, environmental and security aspects of life and living.
3. To unite the residents in bonds of friendship, good fellowship and mutual understanding.
4. To provide a forum for open discussion of all matters of interest to the residents of Gulshan, excluding politics and religion.
5. To encourage voluntary social service and to provide a forum for the same.
6. In pursuant of the above objectives the Society shall:
  - a) Accept donations, gifts, contributions or subscriptions, cash or kind from individuals, institutions or companies. Foreign donations may be accepted after complying with laws and rules of the government regulating such matters;
  - b) Hold, acquire, purchase, hire, lease, sell any moveable or immovable property and also invest money or property of Society upon such security and in such manner as may be determined by the Society;
  - c) Borrow or raise any money required for the Society upon such terms and in such manner as may be determined by the Society;
  - d) File, prosecute, defend, compromise or refer to arbitration any suit or legal proceeding for or against the Society;
  - e) Enter into any arrangement or agreement with any government department or authority (national, local or municipal), public or quasi-public bodies or bilateral and multilateral foreign donor agency in the interest of the Society.

**Article 5 : By laws**

The Society shall adopt bylaws not inconsistent with the Memorandum of Association, embodying additional provisions for governing of this Society. Such bylaws may be adopted or amended from time to time by two-third majority of Life, Senior citizen and General members whose names are in the Register of the Society and against whom no membership fee is overdue in an extra-ordinary meeting of the Society with prior notice.

**Article 6 : Funds of the Society**

All money of the Society realized through subscription, donation, grant or any other lawful means shall be deposited in one or more Bank(s) and the account(s) shall be operated as per guidelines given in the Manual for Financial Management of Gulshan Society.

**Article 7 : Winding-up**

If upon winding up or dissolution of the Society there remain after satisfaction of all its debts and liabilities, any surplus assets or properties including cash the same shall not be distributed among the members of the Society but shall be given to some other institutions or society having similar objectives.

**Article 8 :** The following distinguished persons shall form the sponsor members of the Society.

Sl. No.	Name, Address and Description of Subscribers	Occupation	Signature of the Subscribers
1.	<b>Mr. Abdul-Muyeed Chowdhury</b> Zirwat Apartments (2nd Floor) House # 2/B, Road # 5, Gulshan, Dhaka-1212	NGO Service	Sd/-
2.	<b>Mr. A.B.M. Kamal Uddin Khan</b> Plot # 16, Apt # C/2, Road # 141, Gulshan-1, Dhaka. Ph: 9550964, 9560717	Business	Sd/-
3.	<b>Mrs. Yasmeen Morshed</b> House # 14, Road # 30, Flat # 500, Gulshan-1, Dhaka. Ph: 8823554, 011854874	Educationist	Sd/-
4.	<b>Mr. Sayeeful Islam</b> House # 9, Road # 124, Gulshan, Dhaka-1212.	Engineer-Business	Sd/-
5.	<b>Mir Lutful Kabir Sadi</b> House # 49, Road # 41, Gulshan, Dhaka. Ph: 8820493, 607660	Journalist	Sd/-
6.	<b>Dr. Zaidi Sattar</b> House # 41, Road # 35, Gulshan-2, Dhaka. Ph: 8611056-68 (Off), 8824690(Res.)	Economist	Sd/-
7.	<b>Mr. M. Hassan Sayeed (Shaheen)</b> House # CEN (G)-1/A, Road # 112, Gulshan, Dhaka-1212.	Business	Sd/-

Sl. No.	Name, Address and Description of Subscribers	Occupation	Signature of the Subscribers
8.	<b>Mr. Rashed Chowdhury</b> House # 24 C, Road # 105 Gulshan, Dhaka.	Business	Sd/-
9.	<b>Mr. M. H. Chowdhury Samir</b> Flat # 5/B, House # 4, Road # 104, Gulshan, Dhaka. Ph: 8821656, 017-524262, 017-154174, 9667804, 9563793-4	Service (Bank)	Sd/-
10.	<b>Mr. Mahbubur Rahman</b> House # 8, Road # 80, Gulshan, Dhaka-1212, Ph:8827555	Business	Sd/-
11.	<b>Mr. Rokeya Quader</b> House # 1-B, Road # 84, Gulshan-2, Dhaka. Ph: 8824320, 8816419	Business	Sd/-
12.	<b>Mr. Mahfuz Anam</b> 77 Gulshan Avenue, Charu Kunja, Appt # 4-B, Gulshan, Dhaka. Ph: 8125177 (Off), 8813449 (Res.)	Journalist	Sd/-
13.	<b>Mr. A. B. M. Siraj Uddowlah</b> Esha Garden, Apt. 3-B House # 23A, Road # 113/A Gulshan, Dhaka. Ph: 8818236	Business	Sd/-
14.	<b>Engineer Anwarul Alam</b> Asha Lake View House # 13, Road # 138, Gulshan, Dhaka. Ph: 8821710, 018229180	Retired Government Official	Sd/-
15.	<b>Mr. M. Delwar Hossain</b> House # NW (E) 18, Road # 59, Gulshan, Dhaka. Ph: 8812598	Retired Government Official & Industrialist	Sd/-
16.	<b>Mr. M. L. Rahman</b> House # 35, Road # 118, Gulshan-2, Dhaka-1212. Ph: 8827310.	Consultant	Sd/-
17.	<b>Ms. Shirin Shila</b> Road # 107, House # 20 Gulshan-2, Dhaka. Ph: 8816130, 017544366	News Editor	Sd/-
18.	<b>Mr. K. M. Mahmudur Rahman</b> House # 36 A, Road # 118, Gulshan, Dhaka. Ph: 9332511, 8313967 (Res.).	Business	Sd/-

Sl. No.	Name, Address and Description of Subscribers	Occupation	Signature of the Subscribers
19.	<b>Mr. Khaled S. Ahmed</b> House # 3, Road # 2, Gulshan-1, Dhaka. Ph: 8823581(Res), 9552965, 9557765 (Off).	Consultant	Sd/-
20.	<b>Mr. Jamal Uddin Ahmed</b> House # 3, Road # 94 Gulshan, Dhaka-1212. Ph: 8826844	Chartered Accountant	Sd/-
21.	<b>Mr. C. J. Haider</b> House # 3, Road # 50 Gulshan, Dhaka. Ph: 8821477, 8812684 (Off) 8810278, 8824385 (Res.)	Business	Sd/-
22.	<b>Mr. S. Hedayetullah</b> House # 4, Road # 59 Gulshan, Dhaka-1212 Ph: 601468, 8823161	Business	Sd/-
23.	<b>Mr. M. Morshed Khan, MP</b> Foreign Minister House # 9/A, Road # 68 Gulshan, Dhaka-1212	Foreign Minister	Sd/-
24.	<b>Ms. Lubna Choudhury</b> House # 29, Road # 50, Gulshan, Dhaka-1212 Ph: 8810044, 9886016 (Off) 8827262, 8828766 (Res.)	Educationist	Sd/-
25.	<b>Mr. C. Manzur Morshed</b> House # 45, Road # 35, Gulshan, Dhaka-1212.	Business	Sd/-
26.	<b>Mr. K. Z. Islam</b> House # 10/B, Road # 96, Gulshan, Dhaka-1212. Ph: 607155, 601316	Business	Sd/-
27.	<b>Mr. Feroz M. Hasan</b> House # 3, Road # 134, Block-FEA, Gulshan, Dhaka-1212	Business	Sd/-
28.	<b>Barrister Istiaque Ahmed</b> House # 9, Road # 12, Gulshan-1, Dhaka-1212. Ph: 8826252	Lawyer	Sd/-
29.	<b>Mr. Latifur Rahman</b> House # NEJ-4, Road # 83, Gulshan, Dhaka-1212. Ph: 9881973	Business	Sd/-

Sl. No.	Name, Address and Description of Subscribers	Occupation	Signature of the Subscribers
30.	<b>Maj. Qamrul Islam (Retd.)</b> House # 7, Road # 50, Gulshan-2, Dhaka-1212. Ph: 7100195	Business	Sd/-
31.	<b>Mr. Enayetullah Khan</b> 77 Gulshan Avenue, Charu Kunja, Appt. # 3-C, Gulshan, Dhaka. Ph: 9122950 (Off), 8824690 (Res.)	Journalist	Sd/-
32.	<b>Mr. Ahmed Najmul Hossain</b> Plot # 15-B, Appt. # 301, Road - 93, Gulshan-2, Dhaka.Ph: 8812232 (Res.)	NGO Service	Sd/-
33.	<b>Mr. Fazle Hasan Abed</b> Apt. # 502, Road 84, Hse # 16, Gulshan, Dhaka 1212, Ph: 8824180-7 (Off), 8823791 (Res.)	Founder-Chief Executive of NGO	Sd/-
34.	<b>Mr. S. M. Kamal Uddin</b> House # 26, Road # 121, Gulshan. Ph: 8822014	Business	Sd/-
35.	<b>Mr. Manzur Ilahi</b> House # 114, Road # 115, Gulshan, Dhaka.	Business	Sd/-
36.	<b>Mr. Saifur Rahman</b> Plot # 31, Road # 53, Gulshan Tower (11th Floor), Gulshan North, Dhaka. Ph: 8818327-30	Business	Sd/-
37.	<b>Mrs. Rokia Afzal Rahman</b> House # (N) 12, North Avenue, Gulshan 2. Ph: 8823595	Business	Sd/-
38.	<b>Mr. Mosharrof Hossain (M.P.)</b> House # 2/A, Road # 104, Gulshan 2, Dhaka. Ph: 8829620 (Off), 8812511 (Res.)	Business	Sd/-
39.	<b>Mr. A. Rahim Chowdhury</b> House # 77, Gulshan Avenue, Gulshan. Ph: 8827270, 607056	Retired CEO of Bank	Sd/-
40.	<b>Mr. Obaidur Rahman</b> House # 12, Road # 50, Gulshan 2, Dhaka. Ph: 8812598	Business	Sd/-
41.	<b>Mr. K. L. Rahman</b> House # 1, Road # 16, Gulshan, Dhaka-1212. Ph: 9886014, 603596	Business	Sd/-

Sl. No.	Name, Address and Description of Subscribers	Occupation	Signature of the Subscribers
42.	<b>Sheikh Fazlur Rahman</b> House # 48, Road # 41, Gulshan, Dhaka. Ph: 8827095, 9880630	Retd. Govt. Officer	Sd/-
43.	<b>Mr. M. N. Alam</b> House # 4, Flat # 202, Road # 36, Gulshan, Dhaka-1212. Ph: 9888595 (Res.)	Business	Sd/-
44.	<b>Mr. A. K. M. Mahbub-Ul-Haque</b> House # 8, Road # 31 Gulshan, Dhaka. Ph: 8821088	Addl. Inspector General of Police (Rtd.)	Sd/-
45.	<b>Mr. G. M. Tuhin-Uz-Zaman</b> House # 33, Road # 35, Gulshan-2, Dhaka. Ph: 8818668	Business	Sd/-
46.	<b>Lt. Col. Diwan Rashidul Islam (Rtd.)</b> House # 36/A, Road # 118, Gulshan, Dhaka. Ph: 011-858046	Service	Sd/-
47.	<b>Dr. A. T. M. Shamsul Huda</b> House # 8, Road # 90, Gulshan, Dhaka. Ph: 8813802	Retired Secretary to the Government	Sd/-
48.	<b>Maj. Qamrul Islam (M.P)</b> 24 Park Road, Baridhara, Dhaka. Ph: 8811654, 9888707	Business	Sd/-
49.	<b>Mr. A. K. M. Rahmatullah</b> House # 11A, Road # 110, Gulshan, Dhaka.	Business	Sd/-
50.	<b>Mr. Manzurul Islam</b> House # 4, Road # 89, Gulshan, Dhaka. Ph: 8826898	Business	Sd/-
51.	<b>Mr. Shafiu Islam</b> House # 7, Road # 80, Gulshan, Dhaka. Ph: 9881942	Business	Sd/-

The following members shall form the first Executive Committee of the Society. They shall hold office till the first Annual General Meeting:

<b>Name</b>	<b>Designation</b>
01. A. Muyeed Chowdhury	President
02. A.B.M. Kamaluddin Khan	Sr. Vice President (President of Gulshan club-ex officio.)
03. Yasmeen Morshed	Vice President
04. Sayeeful Islam	General Secretary
05. Mir Lutful Kabir Sadi	Jt. Secretary
06. Dr. Zaidi Satter	Jt. Secretary
07. Hasan Sayeed (Shaheen)	Jt. Secretary
08. Rashed Chowdhury	Jt. Secretary
09. M. H. Chowdhury Samir	Treasurer
10. Mahbubur Rahman	Member
11. Rokeya Quader	Member
12. Mahfuz Anam	Member
13. Serajuddowla	Member
14. Anwarul Alam	Member
15. M. Delwar Hossain	Member
16. Sheikh Fazlur Rahman	Member
17. M. L. Rahman	Member
18. Shireen Shilla	Member
19. Mahmudur Rahman	Member

If President of Gulshan Club is not a resident of Gulshan, then he will nominate one of the Gulshan Club Executive Committee members who is a permanent resident of Gulshan, in his place.

Jamaluddin Ahmed	Architect Jamal Ahmed Sufi
Barrister Syed Ishtiaque Ahmed	Abdul-Muyeed Chowdhury
Mahbubur Rahman	Abdul Monem
Latifur Rahman	Mrs. Yasmeen Morshed
K. Z. Islam	Mrs. Rokeya Quader
ABM Kamaluddin Khan	Mrs. Nina Faruque
S. M. Kamaluddin	Mrs. Farida
C. J. Hyder	Obaidur Rahman Khan
Hedaytullah	ABM Sirajuddowla
Akbar Hossain	M. Delwar Hossain
M. H. Rahman	Mrs. Lubna Chowdhury
Talebur Rahman	Mrs. Inu Shamsuddin
Sayeeful Islam	A. Rahim Chowdhury
Shahidullah Khan	Mrs. Zaidi Sattar

We the several persons, whose names, address and description are given below, being desirous of forming a Society hereby attach the certified copy of the original constitution of the Society.

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1.	<b>Mr. Abdul-Muyeed Chowdhury</b> Zirwat Apartments (2nd Floor) House # 2/B, Road # 5, Gulshan, Dhaka-1212	NGO Service	Sd/-
2.	<b>Mr. A.B.M. Kamal Uddin Khan</b> Plot # 16, Apt # C/2, Road # 141, Gulshan-1, Dhaka. Ph: 9550964, 9560717	Business	Sd/-
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8.	<b>Mr. Rashed Chowdhury</b> House # 24 C, Road # 105 Gulshan, Dhaka.	Business	Sd/-
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10.	<b>Mr. Mahbur Rahman</b> House # 8, Road # 80, Gulshan, Dhaka-1212, Ph:8827555	Business	Sd/-
11.	<b>Mr. Rokeya Quader</b> House # 1-B, Road # 84, Gulshan-2, Dhaka. Ph: 8824320, 8816419	Business	Sd/-

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14.	<b>Engineer Anwarul Alam</b> Asha Lake View House # 13, Road # 138, Gulshan, Dhaka. Ph: 8821710, 018229180	Retired Government Official	Sd/-
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18.	<b>Mr. K. M. Mahmudur Rahman</b> House # 36 A, Road # 118, Gulshan, Dhaka. Ph: 9332511, 8313967 (Res.).	Business	Sd/-
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20.	<b>Mr. Jamal Uddin Ahmed</b> House # 3, Road # 94 Gulshan, Dhaka-1212. Ph: 8826844	Chartered Accountant	Sd/-
21.	<b>Mr. C. J. Haider</b> House # 3, Road # 50 Gulshan, Dhaka. Ph: 8821477, 8812684 (Off) 8810278, 8824385 (Res.)	Business	Sd/-

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24.	<b>Ms. Lubna Choudhury</b> House # 29, Road # 50, Gulshan, Dhaka-1212 Ph: 8810044, 9886016 (Off) 8827262, 8828766 (Res.)	Educationist	Sd/-
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27.	<b>Mr. Feroz M. Hasan</b> House # 3, Road # 134, Block-FEA, Gulshan, Dhaka-1212.	Business	Sd/-
28.	<b>Barrister Istiaque Ahmed</b> House # 9, Road # 12, Gulshan-1, Dhaka-1212. Ph: 8826252	Lawyer	Sd/-
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35.	<b>Mr. Manzur Ilahi</b> House # 114, Road # 115, Gulshan, Dhaka.	Business	Sd/-
36.	<b>Mr. Saifur Rahman</b> Plot # 31, Road # 53, Gulshan Tower (11th Floor), Gulshan North, Dhaka. Ph: 8818327-30	Business	Sd/-
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38.	<b>Mr. Mosharrof Hossain (M.P)</b> House # 2/A, Road # 104, Gulshan 2, Dhaka. Ph: 8829620 (Off), 8812511 (Res.)	Business	Sd/-
39.	<b>Mr. A. Rahim Chowdhury</b> House # 77, Gulshan Avenue, Gulshan. Ph: 8827270, 607056	Retired CEO of Bank	Sd/-
40.	<b>Mr. Obaidur Rahman</b> House # 12, Road # 50, Gulshan 2, Dhaka. Ph: 8812598	Business	Sd/-
41.	<b>Mr. K. L. Rahman</b> House # 1, Road # 16, Gulshan, Dhaka-1212. Ph: 9886014, 603596	Business	Sd/-
42.	<b>Sheikh Fazlur Rahman</b> House # 48, Road # 41, Gulshan, Dhaka. Ph: 8827095, 9880630	Retd. Govt. Officer	Sd/-
43.	<b>Mr. M. N. Alam</b> House # 4, Flat # 202, Road # 36, Gulshan, Dhaka-1212. Ph: 9888595 (Res.)	Business	Sd/-
44.	<b>Mr. A. K. M. Mahbub-Ul-Haque</b> House # 8, Road # 31 Gulshan, Dhaka. Ph: 8821088	Addl. Inspector General of Police (Rtd.)	Sd/-

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46.	<b>Lt. Col. Diwan Rashidul Islam (Rtd.)</b> House # 36/A, Road # 118, Gulshan, Dhaka. Ph: 011-858046	Service	Sd/-
47.	<b>Dr. A. T. M. Shamsul Huda</b> House # 8, Road # 90, Gulshan, Dhaka. Ph: 8813802	Retired Secretary to the Government	Sd/-
48.	<b>Maj. Qamrul Islam (M.P.)</b> 24 Park Road, Baridhara, Dhaka. Ph: 8811654, 9888707	Business	Sd/-
49.	<b>Mr. A. K. M. Rahmatullah</b> House # 11A, Road # 110, Gulshan, Dhaka.	Business	Sd/-
50.	<b>Mr. Manzurul Islam</b> House # 4, Road # 89, Gulshan, Dhaka. Ph: 8826898	Business	Sd/-
51.	<b>Mr. Shafiqul Islam</b> House # 7, Road # 80, Gulshan, Dhaka. Ph: 9881942	Business	Sd/-

Date the 18th day of May 2001

Witness of the Signature

Sd/-

**Md. Azhar Ali**  
LL.B Advocate  
Land Society

**Registered under the Societies Registration Act XXI of 1860**  
**Articles**  
**Of**  
**Gulshan Society**

**Article 1: Definitions**

In these presents unless there be something repugnant in the subject or context Articles:

“**Active Member**” means a Life, General or Associate Member, as defined under these Articles, who has no outstanding dues relating to his membership category for the current year;

“**Address**” means registered address;

“**EC**” means Executive Committee of Gulshan Society;

“**EC Election Bye-Laws**” means the Gulshan Society Executive Committee Election Bye-Laws 2023, approved at Extraordinary General Meeting held on October 18, 2025, as subsequently amended from time to time.

“**Family**” means parents, legally married spouse, adult children and their spouses, of the relevant person;

“**Gulshan Model Town**” means an area in Dhaka North City Corporation demarcated by RAJUK in its Master Plan as updated from time-to-time;

“**Misconduct**” means wilful violation of the Code of Conduct as enshrined in these Articles of Association;

“**Moral Turpitude**” means acts involving dishonesty or fraud or corruption or sexual misconduct or criminal offenses or any behaviour deemed morally reprehensible by a competent Court of Law in Bangladesh and /or abroad;

“**Office Bearers**” means President, Vice Presidents, Secretary General, Treasurer, Joint Secretaries and Joint Treasurer;

“**Owner**” means the leaseholder of a residential Property in Gulshan Model Town or members of his Family or the leaseholder with a clearly demarcated ownership of a Property in Gulshan Model Town that was subsequently converted by the same leaseholder into a commercial Property, on payment of requisite conversion fees to RAJUK or family members of such leaseholder.

“**Property**” means a property located within the bounds of Gulshan Model Town, be it a vacant residential plot or an independent residential house or a residential apartment or clearly demarcated part of a duly converted commercial property that remains under the ownership of the residential leaseholder who converted the Property to commercial or members of his family;

“**Service of Notice /Letter**” means unless specified elsewhere in these Articles for any specific matter, all notice or letter required by these Articles and or any Rules or Bye-laws hereunder, shall be served or given or sent a) by posting on the official website of Society and/ or b) by e-mail and /or c) by hand delivery. It shall be sufficient to prove that such notice or letter was properly addressed and delivered. Non-receipt of any such notice shall not invalidate any such notice, meeting, resolution, proceeding or action at any meeting;

“**TOR**” means Terms of Reference formulated by the EC;

“**Voting Member**” means Active Member;

## **Article 2: Membership**

The Members of the Society shall be the signatories to the Memorandum and Articles of Association of the Gulshan Society and the persons who may hereafter be accepted as Members in accordance with the provisions of these Articles.

### **A. CATEGORIES OF MEMBERS**

There shall be five (05) categories of Members as follows:

#### **i) Life Member**

- a) Not more than four (04) family members shall be eligible to become Life Members of Gulshan Society against the same plot, be it a vacant residential plot or independent residential house or residential apartment or a distinct floor or part of a commercial property.
- b) Any family member beyond the four mentioned in A(i)(a) above may apply for Affiliate Membership as stated in A(v) below;
- c) Must be of at least eighteen (18) years of age;
- d) Free from any conviction by a competent Court of Law in Bangladesh or abroad involving moral turpitude;
- e) Willing to abide by the rules, byelaws, decisions and Code of Conduct of the Society to achieve its aims and objectives;
- f) Willing to pay one-time Life Membership fee at the prevailing rate.
- g) Senior Membership as a separate category shall no longer exist and all the existing Senior Members shall be deemed to be Life Members.

#### **ii) General Member**

- a) Discontinued with effect from 19.08.2023;
- b) All existing General Members shall pay a yearly subscription of BDT 10,000.00 (Taka ten thousand) only;
- c) Until 31.12.2023 the General Members have enjoyed the privilege of transferring to Life Membership or Senior Citizen Membership at the previous membership fees that was valid until 19.08.2023.

#### **iii) Corporate Member**

- a) All non-retail business entities including financial institutions, local and foreign banks and multinational and foreign companies who have their offices in RAJUK approved commercial properties in Gulshan will be eligible;
- b) A Corporate member shall nominate one (01) representative of the rank of a Director/CXO executive to represent the entity in the Society;
- c) Willing to abide by the rules, byelaws, decisions and Code of Conduct of the Society to achieve its aims and objectives.
- d) Corporate Member shall not have any voting right.

#### **iv) Honorary Member**

- a) Honorary Membership may be conferred upon a person who has earned national and/ or international recognition in his field of activity and can contribute for the development of the Society for a period as recommended by the EC;
- b) EC may also confer Honorary Membership to the senior officials of RAJUK, DNCC, DMP, WASA, DESCO and other relevant Government agencies for a specific period;
- c) Honorary Member shall not pay any membership fee;
- d) Honorary Member shall not have any voting right.

#### **v) Affiliate Member**

- a) The 5th family member and beyond shall be eligible to become Affiliate Members of Gulshan Society against the same property;

- b) Must be of at least eighteen (18) years of age;
- c) Free from any conviction by a competent Court of Law in Bangladesh or abroad involving moral turpitude.
- d) Willing to abide by the rules, byelaws, decisions and Code of Conduct of the Society to achieve its aims and objectives;
- e) Willing to pay one-time Membership fee at the prevailing rate.
- f) Affiliate Member shall not have any voting right.

**vi) Associate Member**

- a) Tenants of any residential building within the territorial limits of Gulshan Model Town shall be eligible for this category of Membership;
- b) Not more than Two (02) family members will be eligible to become Associate Members of Gulshan Society against the same property;
- c) Must be of at least eighteen (18) years of age;
- d) Free from any conviction by a competent Court of Law in Bangladesh or abroad involving moral turpitude.
- e) Willing to abide by the rules, byelaws, decisions and Code of Conduct of the Society to achieve its aims and objectives;
- f) Willing to pay one-time Membership fee and Annual subscription at the prevailing rate.
- g) Associate Member shall have limited voting right to elect their two (02) representatives from among themselves for the EC.

**B. ADMISSION PROCESS**

**i) Life Member:**

Any person desirous of becoming a Life Member shall apply for membership to the President in the prescribed form with most recent passport size photographs and the following documents:

**In Case of Residential Property:**

- a) Copy of valid NID and
- b) Most recent DNCC Holding Tax Receipt of the Residential Property in Gulshan Model Town against which membership is sought or
- c) In the event of the inability of the applicant to submit DNCC Holding Tax Receipt, he shall be required to furnish registered sale deed for proving ownership of the property against which the membership is sought.
- d) In case of properties owned by a Cooperative Housing Society or a Limited Company, the ownership of the property of the applicant shall be proved by Share Certificate issued by the Society/Company duly signed and sealed by the relevant Authority.

**In Case of Commercial Property:**

- a. Copy of valid NID and
- b. Copy of the letter of RAJUK confirming the classification change of the Property, addressed to the Applicant or Applicant's predecessor and in applicable cases, copy of the Succession Certificate showing inheritance of the Applicant and
- c. Documentary proof of ownership of a clearly demarcated floor or part of the property and
- d. Any other document as may be required by the EC from time to time.

**Membership Admission Fee (Non-Refundable):**

- a. Tk. 50,000.00 (Taka fifty thousand) only or,
- b. Tk. 25,000.00 (Taka twenty-five thousand) only if the applicant is of the age of sixty (60) or above.
- c. The EC shall have the discretion to increase the fee in future.

**ii) Corporate Member:**

Any business entity eligible for corporate membership may apply to the President in the prescribed form with the most up to date documents as listed below:

- a) Trade License/RJSC Incorporation Certificate
- b) TIN/BIN
- c) Copy of valid Lease Agreement/Proof of ownership.

**Annual Subscription (July-June) Non-Refundable:**

- a) Tk. 1,20,000.00 (Taka one lac twenty thousand) only;
- b) On admission, the fee will be charged on a pro-rata basis;
- c) The EC shall have the discretion to increase the fee in future.

**iii) Honorary Member**

- a) No application, membership fee or supporting documents are required for Honorary Membership;
- b) All members of Gulshan Society shall be notified about Honorary Membership conferred upon an individual.

**iv) Affiliate Member**

- a) Copy of valid NID and
- b) Proof of the Residential Property in Gulshan Model Town against which membership is sought as explained for Life membership in B(i) above.

**Membership Admission Fee (Non-Refundable):**

- a. Tk. 30,000.00 (Taka thirty thousand) only;
- b. The EC shall have the discretion to increase the fee in future.

**v) Associate Member**

Any residential tenants desirous of becoming Associate Members shall apply for membership to the President in the prescribed form with most recent passport size photographs and the following documents:

- a) Copy of valid NID and
- b) Copy of the Lease Agreement with the most recent Money Receipt of the rental payment of the Residential Property in Gulshan Model Town against which membership is sought;

**Membership Fees (Non-Refundable):**

- a) **Admission:** Tk. 10,000.00 (Taka ten thousand) only;
- b) **Annual Subscription (July-June):** Tk. 12,000.00 (Taka twelve thousand) only;
- c) On admission, the Annual Subscription fee will be charged on a pro-rata basis;
- d) The EC shall have the discretion to increase the fee in future.

**C. COMMUNICATION OF DECISION**

- a) Decision of the Society shall be communicated to the Applicant within a month from the date of the filing of an application.
- b) If an application is rejected, the Applicant shall be informed of the reasons for such rejection;
- c) No further application from the same person whose application has been rejected will be entertained until such time the ground for rejection is rectified and documents can be produced to prove such rectification.

**D. RIGHTS AND PRIVILEGES OF MEMBERS**

A Member, on payment of admission fee and dues (where applicable), shall be deemed to have fully accepted the aims, objectives and Code of Conduct of the Society, as expressed in Articles and Bye-laws, and have agreed to comply with

and be bound by them and on these conditions alone is entitled to the rights and privileges of the Society. No Member shall be absolved of the requirements of the following rules and regulations enunciated in the Memorandum or Articles or Bye-laws on the plea that such Member has not received a copy of these documents or was not aware of various provisions in them. Upon being admitted as a member, each member shall be issued an identity card that will entitle him to certain rights and privileges as enshrined in these Articles and in various Agreements and/ MOU's with different organizations.

**E. SUSPENSION AND CESSATION OF MEMBERSHIP**

- i) The President shall initiate disciplinary proceedings against a Member of Gulshan Society including Members of the incumbent EC on allegations of Misconduct as defined in Article-1 of these Articles. If however, the President himself is accused of Misconduct, the EC may of its own volition or following the receipt of Statement of Allegations from a Member may commence the proceeding;
- ii) EC shall address a show cause notice to the accused Member with copies of the Statement of Allegations seeking an explanation from him within fourteen (14) days from the date of the notice;
- iii) In the event of the failure of the accused Member to offer explanation within the stipulated period, a reminder shall be issued with a further period of seven (07) days for reply;
- iv) Upon consideration of reply (if any) to the show cause notice, if it appears to the EC that there is no substance in the Statement of Allegations, the disciplinary proceedings shall be terminated forthwith;
- v) If however, the EC arrives at the decision on consideration of the Statement of Allegations and the reply to the show cause notice/s given by the accused Member that there is prima facie substance in the allegation raised against him, the EC shall issue a suspension letter to the accused Member and form an Enquiry Committee to verify and investigate the Statement of Allegations; The Enquiry Committee shall have no less than three (03) members and no more than five (05) members of whom preferably at least one (01) Member shall be from among the female Members of Gulshan Society. The proceedings of the Enquiry Committee shall be conducted at the registered office of Gulshan Society as per the TOR prepared by the EC and on completion of its proceedings, the Enquiry Committee shall submit its written findings to the EC within sixty (60) days from the date of its formation. The Enquiry Committee shall conclude only as to whether the allegations raised against the Accused Member has been proven or not;
- vi) On receipt of the Enquiry Report, the EC may grant a personal hearing to the Accused Member before it;
- vii) If the Accused Member is found not responsible, the EC may rescind/ cancel/ withdraw the letter of suspension of membership in writing. All rights and privileges of the accused Member shall be restored forthwith;
- viii) If however, the Member is found responsible for Misconduct, the EC may, at its discretion, take any of all following measures:
  - a) A formal written warning;
  - b) Suspension of membership for such period as deemed appropriate by the EC;
  - c) Cessation of membership;
- ix) Outcome of the disciplinary proceeding shall be notified in writing to all Members of Gulshan Society.

**F. TRANSFER OF MEMBERSHIP TO A DIFFERENT CATEGORY**

- i) A General Member may apply to the EC for transfer to Life Membership where applicable, his transfer application shall be effective on payment of prescribed fees for that category subject to approval of the EC;
- ii) One (01) Family member, eligible for membership, of a deceased Life Member may apply for transfer of the membership of the deceased Member by paying a Transfer Fee of Tk. 40,000 (Taka Forty Thousand) only and receive a new membership number. The order of preference shall be given to the legally married spouse or eldest child of the deceased Life Member willing to become member.
- iii) The EC shall have the discretion to increase the Transfer fee in future.

**G. CESSATION OF MEMBERSHIP**

A person shall cease to be a Member for any of the following reasons:

- i) On his death;
- ii) On his voluntary resignation, provided no disciplinary proceedings are pending against him;
- iii) On his being found of unsound mind by a competent Court of Law in Bangladesh or abroad;
- iv) On his being found convicted of moral turpitude by a competent Court of Law in Bangladesh or abroad;
- v) On being found responsible for Misconduct following disciplinary proceedings of the Society;
- vi) On his failure to pay required fees or subscriptions within one hundred and eighty days (180) after due date;
- vii) On his disposal of the residential Property against which membership was granted;
- viii) For Corporate Membership, on closure of business or liquidation;
- ix) For Associate Membership, on cessation of the tenancy agreement.

**H. CODE OF CONDUCT FOR MEMBERS**

Members of Gulshan Society are expected to maintain respectful and harmonious interpersonal relationships with fellow Members in their words and deeds. They are expected to:

- i) Abide by all rules, regulations, Bye-laws, policies and decisions of the Society;
- ii) Assist the EC and the various committees in smooth functioning of day-to-day activities of the Society;
- iii) Refrain from any conduct or activity that constitutes/ instigates/indulges/ aids /motivates against the aims and objectives of the Society;
- iv) Refrain from activities that foster animosity/ hatred/ misunderstanding / between people of different gender, age, ethnicity, religion, race, sexual orientation, and socio-economic background;
- v) Respect the rights of fellow residents and Owners to a peaceful and quiet living environment in Gulshan Model Town;
- vi) Refrain from creating excessive noise, particularly during designated quiet hours, to ensure a harmonious atmosphere within the Society;
- vii) Refrain from representing Society and/or entering into contracts or MOUs on behalf of Society without approval of EC;
- viii) Refrain from any conduct or activity that constitutes / instigates / aids/

- indulges/ sponsors/ motivates cybercrimes including but not limited to cyber bullying, harassment, spreading libelous content and hatred on any social media Apps and platforms;
- ix) Refrain from defalcation, mismanagement or misappropriation of fund or any Property of the Society;
  - x) Foster an inclusive environment that promotes understanding and mutual respect and harmony among all Members of the Society;
  - xi) Utilize Society resources, facilities, and amenities responsibly, ensuring their proper maintenance and preservation;
  - xii) Encourage sustainable practices and promote energy conservation, waste reduction, and environmentally friendly initiatives within the Society;
  - xiii) Comply with all safety and security protocols established by Laws of Bangladesh including, but not limited to fire safety regulations;
  - xiv) Dispose all waste, whether perishable and other, in a responsible manner so as not to create pollution/ hazard/stench to the detriment and discomfort of the fellow residents within the Gulshan Model Town;
  - xv) Respect and support measures of Society aimed at ensuring the safety and well-being of all residents;
  - xvi) Participate in community-building activities events and initiatives organized by the Society to foster a sense of belonging and camaraderie among residents;
  - xvii) Respect the decisions and authority of the elected EC and other committees while engaging in productive dialogue and offering constructive input, when necessary;
  - xviii) The incumbent Members of the EC shall not be eligible to enter into any business of profit with the Society.

### **Article 3 : Executive Committee**

#### **A. CONSTITUTION**

Gulshan Society and all its affairs shall be managed and conducted by the EC which shall be elected by voting members of Gulshan Society. The EC shall be comprised of nineteen (19) Life and two (02) Associate Members as follows:

- i) President - One (01) position;
- ii) Vice President - Two (02) positions, of whom one (01) designated for male members and one (01) designated for female members;
- iii) Secretary General - One (01) position;
- iv) Treasurer - One (01) position;
- v) Joint Secretary - Two (02) positions, of whom one (01) designated for male members and one (01) designated for female members;
- vi) Joint Treasurer - One (01) position;
- vii) Members - Five (05) positions, of whom two (02) designated for male members, two (02) designated for female members, and one (01) designated for members of any gender;
- viii) Zonal Chairmen- Six (06) positions, who must have Registered address at the zone and, at the time of submission of nomination, reside at the Zone from which they intend to compete in the EC election.
- ix) Associate Member Representatives - Two (02) positions, of whom one (01) designated for male Associate members and one (01) designated for female Associate members.

**B. TENURE**

- i) The tenure of office of the EC shall be for two (02) years from the date of taking oath of office;
- ii) All Office Bearers and Members of the EC shall be elected as provided in the Election Bye-laws of the Society and shall take office following such election and hold office till the end of the term or until a successor has been elected. Provided further that no EC shall remain in office for more than thirty (30) calendar months from the date of taking oath of office;
- iii) In case of a vacancy occurring in any of the posts of the EC due to suspension/cessation/resignation of membership as described above, such a vacancy shall be filled up in the following manner:
  - a) President, by the Vice President polling the highest number of votes in the election seriatim;
  - b) Vice President, by any other EC Member to be decided by the EC for the remainder of the term of the EC;
  - c) Secretary General, by the Joint Secretary polling the highest number of votes in the election seriatim;
  - d) Treasurer, by the Joint Treasurer and in case of Joint Treasurer post also falling vacant, by EC from among the EC Members;
  - e) Joint Secretary, by any other EC Member to be decided by the EC;
  - f) EC Member, by the EC from Gulshan Society Life Members;
  - g) Zonal Chairman, by any member of the EC as the EC deems appropriate.;
  - h) In case of an uncontested Election, the vacancy will be filled in by the decision of the EC.

**C. POWERS AND FUNCTIONS OF THE EC**

- i) To carry out the aims and objectives of the Society;
- ii) To manage the affairs of the Society including the moveable and immovable properties held by the Society;
- iii) To constitute Standing Committees for any purpose and to frame their TOR as it may deem fit;
- iv) To constitute Zonal Committees for each zone and to frame their TOR as it may deem fit;
- v) To fill up the vacant position in the event of the resignation of a Convenor or any Member of a Standing Committee/ Zonal Committee / Sub-Committee;
- vi) The EC shall have full power to change and/or dissolve any or all the Standing Committees, Zonal Committees and Sub Committees except the Zonal Convenor without assigning any reason by a majority decision of the EC;
- vii) To appoint, terminate or otherwise deal with staff and personnel for the efficient functioning of the Society and also frame organogram and HR rules and regulations to determine their conditions of service and all other matters ancillary thereto;
- viii) To keep proper books of accounts of the Society, appoint Auditors and submit reports at the AGM duly certified by registered audit firms;
- ix) To authorize opening of bank accounts and determine the procedure for their operation;
- x) To approve the terms and conditions of all agreements and /MOUs to be entered on behalf of the Society;

- xi) To appoint Election Commission, Returning Officers and Polling Officers for holding EC Election and perform such other functions as described in the EC Election Bye-laws 2023.
- xii) No immovable property of the Society can be sold or mortgaged or transferred by the EC, except with the authority of the Society in an EGM to be approved by two-third (2/3rd) majority of the members physically present at the EGM.
- xiii) At least 50% funds received on account of membership fees shall be kept as fixed deposits such as FDR/MTDR/Sanchay Patra etc. in reputable banks and/or financial institutions on a periodic basis, the principal amount of which fund cannot be spent by the EC except with the authority of the Society in an EGM to be approved by a simple majority of the members physically present at the EGM;
- xiv) To prepare the Financial Statement in accordance with International Financial Reporting Standards (IFRS) and other applicable laws in Bangladesh under Generally Accepted Accounting Principles (GAAP);
- xv) To formulate and amend, with approval of two-third majority of the members of the EC, a detailed financial policy, purchase and payment procedure, guidelines, budgetary control and internal control for the smooth financial operation in Gulshan Society as per various Articles mentioned in these Articles of Association;
- xvi) To perform such other functions as deemed necessary to achieve the aims and objections of Gulshan Society as described in these Articles of Associations;
- xvii) To introduce Community Support Contributions/Charges from time to time at the discretion of the EC to further the aim and objectives of the Society.

**D. EC MEETINGS**

- i) The EC shall hold regular meetings once every month. However, the EC may meet as frequently as needed;
- ii) The EC may cancel a regular meeting for any unforeseen reason but shall not have the power to cancel more than one (01) regular meeting in any one (01) year;
- iii) The quorum for conducting valid EC meetings shall be the presence of majority of Members, with at least one-third (1/3rd) of the Office Bearers and one third (1/3rd) of EC Members in attendance. In the event of a virtual meeting or a hybrid meeting, the same rule shall be applicable.

**Article 4 : Standing Committees**

**A. TYPES OF STANDING COMMITTEE**

- i) In furtherance of the aims and objectives of the Society, the EC shall constitute the following, but not limited to, Standing Committees:
  - a) Civic Services and Utilities Committee;
  - b) Community Policing and Traffic Management Committee;
  - c) Constitution and Legal Affairs Committee;
  - d) Cultural Affairs Committee;
  - e) Environment and Climate Change Committee;
  - f) Finance Committee;
  - g) Gulshan Society Jame Masjid Managing Committee;
  - h) Health and Wellness Committee;
  - i) Lake Management Committee;

- j) Membership Committee;
- k) Park Development and Management Committee;
- l) Publication, Social Media and Research Committee;
- m) Women and Children Affairs Committee;
- ii) Other than Gulshan Society Jame Masjid Managing Committee, the structure of the other Standing Committees is stated in clauses (iii) to (viii) below. The structure of Gulshan Society Jame Masjid Managing Committee is stated in clause C below.
- iii) Standing Committees shall consist of any number of Life and Associate Members. The EC shall nominate the Chairman, Vice Chairman and a Member Secretary where the Chairman shall always be selected from among the EC Members.
- iv) For gaining expert opinions, the EC shall have the discretion to appoint Advisors to such committees;
- v) No Member shall be nominated to more than three (03) Standing Committees;
- vi) The President and Secretary General shall not hold any position in a Standing Committee and Zonal Committee under it but they shall be invited to all Committee meetings;
- vii) The EC may review the number and subjects allocated to any of these Committees from time-to-time to meet changing circumstances and add or deduct Committees from the above list;
- viii) The EC shall have full power to change and/or dissolve any or all the Standing Committees without assigning any reason by a majority decision.

**B. Power and Functions of the Standing Committee (excluding Gulshan Society Jame Masjid Managing Committee)**

- i) Each Standing Committee shall perform its functions as per the TOR of the Committee and shall meet as and when required but atleast once in every four months, for proper function of the Committee as they deem fit;
- ii) Each Standing Committee shall prepare and address a written report to the EC following the meeting. In the event of failure to hold meetings for four (04) consecutive months the defaulting Standing Committee shall stand dissolved. The EC shall constitute a new Standing Committee as per the provisions of these Articles of Association;
- iii) Each Standing Committee shall host/initiate/organize events/programs to achieve the objectives of Society within the framework of its TOR; Following each Standing Committee meeting, the Member Secretary shall record the minutes of the meeting and share it with the concerned Committee Members;
- iv) Each Standing Committee shall maintain the reports on all events and activities of the respective Committees, along with the photographs (if any) for publication in the Gulshan Society Newsletter;
- v) The power and functions of Gulshan Society Jame Masjid Managing Committee are stated below in clause (C).

**C. Gulshan Society Jame Masjid Managing Committee**

- i) Structure of GSJM Management Committee (25 Muslim Members including minimum 2 Female Members):

Position	No of position	Selection Criteria by EC of GS
Chairman, GSJM	1	Well-established and widely respected individual whose social standing is beyond dispute and whose integrity and status are rarely questioned. He/she must be a Member of Gulshan Society. If not, must be inducted as an Honorary Member before nominating him/her for the Chairman position of GSJM.
Vice Chairman, GSJM	3	Social standing beyond dispute. Regular User of Masjid.
Member-Secretary, GSJM	1	Gulshan Society Life Member.
GS President (ex-officio)	1	N/A
GS Secretary General (ex-officio)	1	N/A
GS Treasurer (ex-officio)	1	N/A
Members	17	Seven (7) positions to be filled in by the current/former GS EC members who are willing to serve. Eight (8) from Gulshan Society Life members who are regular users of GSJM and willing to serve. 2 from the GSJM Life Members who are also Members of GS and willing to serve.

- ii) Tenure and terms of reference (TOR) of the Committee:
- a) The usual tenure of GSJM Managing Committee shall be for 2 (two) years. However, shall continue to function until replaced by a new Committee by the EC of Gulshan Society;
  - b) The ex-officio members of Gulshan Society nominated by the Executive Committee of Gulshan Society shall automatically cease to be members of GSJM Managing Committee after completion of their respective tenure/s in the Executive Committee of Gulshan Society. Thereafter fresh nomination of ex-officio members are required from the EC of Gulshan Society;
  - c) In the event of any vacancy/ies is/are created during the tenure of GSJM Managing Committee due to unforeseen circumstances, the vacant position/s shall be taken by person/s nominated by Executive Committee of Gulshan Society for the remainder period;
  - d) All office bearers and members of GSJM Managing Committee are to be appointed by the EC of Gulshan Society;
  - e) All future development works shall be approved by the Executive Committee of Gulshan Society on the recommendations of GSJM Managing Committee.

- iii) Functions of the Committee:

The GSJM Managing Committee shall perform, among other things, the following:

  - a) Take full responsibility for the effective, smooth and efficient functioning of the Masjid including mobilization of funds, construction of any physical infrastructure, procurement of necessary fittings, fixtures, accessories, equipment, machineries, vehicles, lands etc. and carry out all other tasks as may be required by the GSJM Managing Committee from time to time under the supervision of the Executive Committee of Gulshan Society;
  - b) Take all necessary steps for keeping the Masjid fully operational by hiring necessary manpower, procuring the logistics and developing the programs for conducting the prayers and observing religious activities regularly;
  - c) Manage the affairs of the Masjid for ensuring smooth operation of all its programs and activities;
  - d) Undertake any other tasks as may be assigned to it by the EC of Gulshan Society.
- iv) Meeting of the Committee:
  - a) The GSJM Managing Committee will meet as frequently as required and one-third of the committee members of GSJM Managing Committee shall constitute the quorum for a meeting. Unless there is a genuine reason the committee shall hold at least one meeting in every three months period. However, if required, emergency meeting can be called by the Chairman of the GSJM Managing Committee anytime at his discretion;
  - b) Except on Emergency, the Member Secretary of GSJM Managing Committee shall serve the hard copy of the Notice of the Meeting upon all members of the GSJM Managing Committee via registered post/ courier/ personal messenger with the date, time, venue and agenda of the meeting at least fifteen (15) days ahead of the meeting. GSJM Managing Committee members may be notified about meeting through email and/or SMS, followed by calls made on mobile or telephone;
  - c) The Chairman shall preside over the Committee meetings and, in his absence, one of the Vice Chairmen shall preside;
  - d) Member Secretary of the Committee shall maintain a Minutes Book registering the attendance of the members present and recording the discussions and decisions taken in the meetings. Proceedings of each meeting shall be prepared by the Member Secretary and signed by the Chair of the session;
  - e) Copies of all Notice and Minutes must be forwarded to the Secretary General of Gulshan Society for record keeping.
- v) Maintenance of Accounts and Records:
  - a) All existing accounts of Gulshan Society Jame Masjid (GSJM) should be operated by the joint signature of the Treasurer of Gulshan Society (GS) and the Member Secretary or the Chairman of GSJM Managing Committee.

- b) The GSJM Managing Committee shall maintain the book of accounts in accordance with prescribed and well-recognized rules and regulations governing the maintenance of such accounts;
  - c) The accounts of the GSJM Managing Committee shall be audited as an integral part of Gulshan Society by an auditing firm appointed at the AGM of Gulshan Society (GS);
  - d) There shall be one audit report of the Gulshan Society covering both Gulshan Society and GSJM and would be presented before the AGM of Gulshan Society (GS) for its consideration and approval.
- vi) Reporting:  
Member Secretary of GSJM Managing Committee shall send to the Treasurer of Gulshan Society a quarterly statement of receipt and expenditure of funds in the prescribed form for incorporation in the statement prepared quarterly for presentation before the relevant EC meeting.

## **Article 5 : Zonal Committees**

### **A. TYPES OF ZONAL COMMITTEES**

- i) The territorial limits of Gulshan Model Town shall be divided into six (06) Zones and numbered as Zone 1, 2, 3, 4, 5 and 6;
- ii) Members having registered address outside the zone and living outside a Zone at the time of submission of Nomination Paper shall not be eligible to contest in EC Election as a Zonal Chairman candidate for that zone;
- iii) The EC, by a majority decision shall form Zonal Committees for each Zone by a date and not later than thirty (30) days from the date it takes over the office;
- iv) Each Zonal Committee shall consist of no more than fifteen (15) members including the Chairman, Vice Chairman and Member Secretary from among the Members of the Gulshan Society. The EC by a majority decision may increase/decrease the number of Members for any or all of the Zones and the period for which the enhancement/ reduction will remain in force;
- v) Zonal Committee meetings shall be convened by the Chairman. In the absence of the Chairman, the Vice Chairman shall perform the functions of the Chairman.

### **B. POWER AND FUNCTIONS OF THE ZONAL COMMITTEES**

- i) Each Zonal Committee shall perform its functions as per the TOR of the Committee and meet at least once in every two months, and may meet more often when required, for disposal of the functions of the Committee as they deem fit and proper;
- ii) Zonal Convenor shall convene the monthly zonal meeting;
- iii) Each Zonal Committee shall prepare and address a written report to the EC following the mandatory monthly meeting. In the event of failure to hold meetings for four (04) consecutive months the defaulting Zonal Committee shall stand dissolved. The EC shall constitute a new Zonal Committee as per the provisions of these Articles of Association;

- iv) Each Zonal Committee shall host/initiate/organize various events/ programs to achieve the objectives of Society within the framework of its TOR;
- v) Following each Zonal Committee meeting, the Member Secretary shall record the minutes of the meeting and share it with the concerned Committee Members;
- vi) Each Zonal Committee shall maintain the reports on all events and activities for the respective Committees, along with the photographs (if any) for publication in the Gulshan Society Newsletter;
- vii) In the absence of the Convenor, the Co-convenor shall perform the functions of the Convenor;
- viii) The EC shall have full power to change and/or dissolve, by majority decision, any or all the Zonal Committees, without assigning any reason.

**Article 6: Other Committees**

- i) The EC may form any number of other Committees consisting of a Convenor and such number of Members to perform such functions as the EC deems necessary;
- ii) The EC shall also determine the tenure and the TOR of such Committee, provided that all Committees shall stand dissolved when the tenure of the EC which appointed it expires;
- iii) The EC shall have full power to change and/or dissolve, by majority decision, any or all the Sub Committees, without assigning any reason.

**Article 7: Meetings**

**A. ANNUAL GENERAL MEETING (AGM)**

The Annual General Meeting (AGM) shall be held by 31st December each year and at least once in each calendar year. The AGM shall transact the following business:

- i) Consideration of the Annual Report of the Secretary General;
- ii) Adoption of the Statements of Accounts of Gulshan Society pertaining to the preceding year;
- iii) Adoption of the Statements of Accounts of Gulshan Society Jame Masjid pertaining to the preceding year;
- iv) Approval of the budget for the succeeding fiscal year;
- v) Appointment of Auditor(s);
- vi) Any other business which may be allowed by the Chair to be discussed.

The minimum notice period for convening an Annual General Meeting (AGM) is 14 days. This notice must specify the date, time, place, and agenda of the meeting.

**B. EXTRA-ORDINARY GENERAL MEETING (EGM)**

The meeting other than the AGM shall be called Extra-ordinary General Meeting (EGM). Such meetings may be held at any time and at such place as the EC may deem convenient for the disposal of the business of the Society. The minimum notice period for convening an EGM is also 14 days.

**C. SPECIAL GENERAL MEETING (SGM)**

The meeting may be held in the requisition signed by at least one-third (1/3rd) of the total number of Members on the register of the Society, specifying clearly the business desired to be transacted. The Secretary General shall upon confirming the requisition having been so made in writing, convene a Special General Meeting of the Society and such meeting shall be called within twenty eight (28) days from the completion of verification of the signatures on the requisition and notice therefor shall be signed and circulated by the Secretary General among the Members of the Society for information at least fourteen (14) days before the date fixed for the meeting.

**D. QUORUM FOR AGM, EGM AND SGM**

Physical presence of at least five percent (5%) of the Voting Members of the Society shall form quorum for any AGM or EGM or Special General Meeting.

**Article 8 : Powers and Functions of the Office Bearers**

The following shall be the powers and functions of the:

**A. PRESIDENT**

He shall be the Chief Executive of the Society and whenever possible shall preside over the General Meetings of the Society and Meetings of the EC and lead delegations on matters of concern or interest to the Society.

**B. VICE-PRESIDENTS**

In the absence of the President, the Vice-President polling the highest number of votes in the election in seriatim shall perform the functions of the President. In the absence of the President, he shall Chair EC Meetings and/or the AGM and/or EGM as the case may be. The Vice-Presidents may also be entrusted with such other functions as the EC may decide from time-to-time.

**C. SECRETARY GENERAL**

Subject to the supervision of the President, the Secretary General shall perform the following duties:

- i) To carry on and hold charge of all correspondence of the Society;
- ii) To hold charge of all papers and documents and all other properties moveable and immovable belonging to the Society;
- iii) To issue notice of all General Meetings and Meetings of the EC;
- iv) To keep and maintain accurate minutes of all EC Meetings of the Society and to get them signed by the person who presided over such meetings and have the minutes circulated;
- v) To prepare the Annual Report of the Society with the approval of the EC and the reports of Standing Committees, Zonal Committees and Sub-Committees;
- vi) To delegate any function to any staff of the Society, provided that the Secretary General shall remain responsible to the EC for all acts done on his behalf by the staff to whom the Secretary General has delegated any function;
- vii) To maintain administrative and disciplinary control over the entire staff of the Society in accordance with the rules and regulations and bye-laws framed by the EC;

- viii) To perform all acts and deeds that may be expressly required to be done by the President or the EC and generally such other acts and deeds as are incidental to the office in furtherance of the objectives of the Society.

**D. TREASURER**

- i) To receive all moneys paid to the Society or received by it and give receipts thereof as shall be required and shall deposit such moneys, as shall be directed by the EC with Bank(s) designated by the EC;
- ii) To keep full and complete records of the funds received and disbursements thereof;
- iii) To render to the Members at the regular Annual General Meeting thereof, and also to the EC at its meetings from time to time or whenever the EC or the President may require, an account of all financial transactions done by the Treasurer and also submit reports on the financial conditions of the Society;
- iv) To perform such other duties as may be prescribed by the EC from time to time;
- v) At the end of each fiscal year of the Society, prepare the financial report, get it examined by professional Auditors appointed by the AGM and present it to the EC;
- vi) To prepare the detailed budget for the forth-coming fiscal year and place this along with the aforementioned report before the General body at the AGM for its approval;
- vii) To prepare detailed statement of the amount received and spent in the previous month for all Members to see and to comment at the beginning of every month.

**E. JOINT SECRETARIES**

In the absence of the Secretary General, the Joint Secretary polling the highest number of votes in the election in seriatim shall perform the functions of the Secretary General. Each Joint Secretary shall be assigned with different responsibilities by the EC in order to assist the Secretary General in running the affairs of the Society on a day to day basis. The Joint Secretaries may be entrusted with such other functions as the EC may decide from time-to-time. The EC may also from time to time change the role and responsibilities of the Joint Secretaries as it deems fit and proper.

**F. JOINT TREASURER**

He shall generally assist the Treasurer in the financial administration of the Society including management of accounts and funds and shall with the prior written approval of the President, act as the Treasurer during his absence. He shall also perform such functions as may be delegated by the Treasurer with the written consent of the President and the Secretary General or as entrusted by the EC by a majority decision from time to time.

**Article 9 : Election**

The EC Election shall be held for a term of two (02) years and its term begins from the date the EC Members take oath of office. The EC Election shall be

managed and conducted as per provisions contained in the Gulshan Society EC Election Bye-laws, 2025.

### **Article 10 : Fund Management**

The fund of the Society shall comprise of-

- i) Membership admission fees and annual subscription determined by the Society from time to time;
- ii) No less than 50% funds received on account of Membership subscription fees shall be kept as fixed deposit like FDR/MTDR/Sanchay Patra etc. in reputable financial institutions on a periodic basis, the principal amount of which fund cannot be spent by the EC except with the authority of the Society to be obtained in an EGM;
- iii) Donation from the Government/ local authorities/ national body/ international body/ individuals/ the other source;
- iv) Income generated by any investment or other fiscal means;
- v) Money raised in any other way on behalf of the Society.

### **Article 11 :**

#### **A. BANK ACCOUNTS**

For smooth and fair operation of Society's bank accounts following guidelines will be followed:

- i) No Bank Account of Gulshan Society shall be opened without prior approval of the EC;
- ii) The Treasurer will prepare a list of banks and non-banking financial institutions selected on the basis of their rating and rate of interest offerings, tabulate all information collected for comparative analysis and place it before the Standing Committee on Finance for their review. This Committee will send its recommendations to the EC for its consideration and approval;
- iii) Society's fund can only be kept in the EC approved Banks and/or Financial Institutions determined on the basis of market survey;
- iv) The list would be reviewed periodically to get the best rates for investment of funds;
- v) The Society may have various operational and deposit accounts subject to the approval of the EC;
- vi) Petty cash account will be maintained by the Head of Accounts under the direct supervision of the Treasurer.

#### **B. OPERATION OF BANK ACCOUNTS**

All moneys collected or received by the Society by way of subscription, donation or any other means shall be deposited in approved bank account(s) of the Society and withdrawals shall always be made by cheque(s) only as per a resolution of the EC. All bank accounts /banking related operations of the Society shall be operated jointly either of the President or Secretary General from Category A and either of the Treasurer or Joint Treasurer from Category B as follows:

Category- A Signatories	Category- B Signatories
President	Treasurer
Secretary General	Joint Treasurer

## **Article 12 : Arbitration and Appeal**

### **A. ARBITRATION**

Any dispute arising between any Members and the Society, or any Member of incumbent EC and Society relating to membership, any activity or any alleged breach of this Memorandum/ Rules/Bye-laws/ Code of Conduct, or in the matter of cessation of Membership any Member from the Society, or on any account whatsoever, the Parties shall try to resolve the dispute amicably by mutual understanding upon receipt of written notice from either Party. If there is no amicable settlement within a period of thirty (30) days on receipt of the written notice and the Parties do not agree in writing to extend the time for the settlement, the dispute shall be referred to and finally resolved by arbitration administered by the Arbitration Act 2001 for the time being in force in Bangladesh. The Arbitration Tribunal shall consist of three (03) arbitrators. Each of the Parties shall appoint One (01) arbitrator who shall be retired/former Justice of the High Court Division of the Supreme Court of Bangladesh and the Two (02) arbitrators so appointed shall then, jointly appoint a third (3rd) arbitrator who shall be a retired and former Justice of the Appellate Division or Chief Justice Bangladesh, who shall serve as the Chairman of the Arbitral Tribunal. The language of the arbitration shall be English and the seat of the arbitration shall be in Dhaka, Bangladesh. The decision of the arbitral tribunal shall be regarded as final and binding on both the Parties. Each Party shall bear its own costs, charges and fees of such arbitration.

### **B. APPEAL**

Any Active Member aggrieved by a decision of the EC may lodge an Appeal against the decision. On such appeal the decision appealed shall be reversed only by a two third (2/3) vote of EC at a regular EC meeting, quorum being present, notice of such appeal having been given by the Secretary General to all concerned at seven (07) days preceding such a meeting.

## **Article 13 : Amendments**

These Articles of Association and Byelaws formulated hereunder may be amended at an Extra-ordinary General Meeting (EGM) called specially for such purposes. Physical presence of at least eight percent (8%) of the Voting Members of the Society shall form quorum for any such meeting. Any decision shall require votes of the two-third majority of the members present.

### **Article 13A : Service of Notice for Amendments Meetings**

The following procedure shall be followed for service of notice for EGM for consideration of amendment of existing Articles and Bye-laws of the Society:

The notice for an EGM to be convened for considering amendment proposals shall be delivered by (a) posting on the official website of Gulshan Society and/or (b) e-mail and /or (c) hand delivery to the Voting Members on the Register of the Society twenty-one (21) days prior to holding of such meeting.

**Article 14 : Directory of Members**

A Register of Members shall be maintained by the office of the Gulshan Society with all particulars of Members including membership number, photograph, mailing and residential address, land and mobile telephone numbers and e-mail address etc. This Register will be updated regularly and will be available for the Members.

**Article 15 : Seal**

The seal of the Society shall be kept in the custody of President and Secretary General and they shall sign contracts or any other documents on behalf of the Society.

**Article 16 : Interpretation**

Unless otherwise specified, all references in these Articles of Association to the singular shall include the plural, and vice versa. Additionally, any references to gender-specific terms, shall be interpreted to include all genders and no discrimination or distinction shall be made based on gender to promote inclusivity and equality within the Society.

We do hereby certify that the true copy of the Rules and Regulations of the Association is attached herewith.

Sl. No.	Name, Address and Description of Subscribers	Occupation	Signature of the Subscribers
1.	Mr. Abdul-Muyeed Chowdhury Zirwat Apartments (2nd Floor) House # 2/B, Road # 5, Gulshan, Dhaka-1212	NGO Service	Sd/-
2.	Mr. A. B. M. Kamal Uddin Khan Plot # 16, Apt # C/2, Road # 141, Gulshan-1, Dhaka. Ph: 9550964, 9560717	Business	Sd/-
3.	Ms. Yasmeen Morshed House # 14, Road # 30, Flat # 500, Gulshan-1, Dhaka. Ph: 8823554, 011854874	Educationist	Sd/-
4.	Mr. Sayeeful Islam House # 9, Road # 124, Gulshan, Dhaka-1212.	Engineer-Business	Sd/-
5.	Mir Lutful Kabir Sadi House # 49, Road # 41, Gulshan, Dhaka. Ph: 8820493, 607660	Journalist	Sd/-
6.	Dr. Zaidi Sattar House # 41, Road # 35, Gulshan-2, Dhaka. Ph: 8611056-68 (Off), 8824690 (Res.)	Economist	Sd/-
7.	Mr. M. Hassan Sayeed (Shaheen) House # CEN (G)-1/A, Road # 112, Gulshan, Dhaka-1212.	Business	Sd/-

Sl. No.	Name, Address and Description of Subscribers	Occupation	Signature of the Subscribers
8.	<b>Mr. Rashed Chowdhury</b> House # 24 C, Road # 105 Gulshan, Dhaka.	Business	Sd/-
9.	<b>Mr. M. H. Chowdhury Samir</b> Flat # 5/B, House # 4, Road # 104, Gulshan, Dhaka. Ph: 8821656, 017-524262, 017-154174, 9667804, 9563793-4	Service (Bank)	Sd/-
10.	<b>Mr. Mahbubur Rahman</b> House # 8, Road # 80, Gulshan, Dhaka-1212, Ph:8827555	Business	Sd/-
11.	<b>Mr. Rokeya Quader</b> House # 1-B, Road # 84, Gulshan-2, Dhaka. Ph: 8824320, 8816419	Business	Sd/-
12.	<b>Mr. Mahfuz Anam</b> 77 Gulshan Avenue, Charu Kunja, Appt # 4-B, Gulshan, Dhaka. Ph: 8125177 (Off), 8813449 (Res.)	Journalist	Sd/-
13.	<b>Mr. A. B. M. Siraj Uddowlah</b> Esha Garden, Apt. 3-B House # 23A, Road # 113/A Gulshan, Dhaka. Ph: 8818236	Business	Sd/-
14.	<b>Engineer Anwarul Alam</b> Asha Lake View House # 13, Road # 138, Gulshan, Dhaka. Ph: 8821710, 018229180	Retired Government Official	Sd/-
15.	<b>Mr. M. Delwar Hossain</b> House # NW (E) 18, Road # 59, Gulshan, Dhaka. Ph: 8812598	Retired Government Official & Industrialist	Sd/-
16.	<b>Mr. Khaled S. Ahmed</b> House # 3, Road # 2, Gulshan-1, Dhaka. Ph: 8823581 (Res.), 9552965, 9557765 (Off)	Consultant	Sd/-
17.	<b>Ms. Shirin Shila</b> Road # 107, House # 20 Gulshan-2, Dhaka. Ph: 8816130, 017544366	News Editor	Sd/-
18.	<b>Mr. K. M. Mahmudur Rahman</b> House # 36 A, Road # 118, Gulshan, Dhaka. Ph: 9332511, 8313967 (Res.)	Business	Sd/-

Sl. No.	Name, Address and Description of Subscribers	Occupation	Signature of the Subscribers
19.	<b>Mr. M. L. Rahman</b> House # 35, Road # 118, Gulshan-2, Dhaka-1212. Ph: 8827310.	Consultant	Sd/-
20.	<b>Mr. Jamal Uddin Ahmed</b> House # 3, Road # 94 Gulshan, Dhaka-1212. Ph: 8826844	Chartered Accountant	Sd/-
21.	<b>Mr. C. J. Haider</b> House # 3, Road # 50 Gulshan, Dhaka. Ph: 8821477, 8812684 (Off) 8810278, 8824385 (Res.)	Business	Sd/-
22.	<b>Mr. S. Hedayetullah</b> House # 4, Road # 59 Gulshan, Dhaka-1212 Ph: 601468, 8823161	Business	Sd/-
23.	<b>Mr. M. Morshed Khan, MP</b> Foreign Minister House # 9/A, Road # 68 Gulshan, Dhaka-1212	Foreign Minister	Sd/-
24.	<b>Ms. Lubna Choudhury</b> House # 29, Road # 50, Gulshan, Dhaka-1212 Ph: 8810044, 9886016 (Off) 8827262, 8828766 (Res.)	Educationist	Sd/-
25.	<b>Mr. C. Manzur Morshed</b> House # 45, Road # 35, Gulshan, Dhaka-1212.	Business	Sd/-
26.	<b>Mr. K. Z. Islam</b> House # 10/B, Road # 96, Gulshan, Dhaka-1212. Ph: 607155, 601316	Business	Sd/-
27.	<b>Mr. Feroz M. Hasan</b> House # 3, Road # 134, Block-FEA, Gulshan, Dhaka-1212.	Business	Sd/-
28.	<b>Barrister Istiaque Ahmed</b> House # 9, Road # 12, Gulshan-1, Dhaka-1212. Ph: 8826252	Lawyer	Sd/-
29.	<b>Mr. Latifur Rahman</b> House # NEJ-4, Road # 83, Gulshan, Dhaka-1212. Ph: 9881973	Business	Sd/-
30.	<b>Maj. Qamrul Islam (Retd.)</b> House # 7, Road # 50, Gulshan-2, Dhaka-1212. Ph: 7100195	Business	Sd/-

Sl. No.	Name, Address and Description of Subscribers	Occupation	Signature of the Subscribers
31.	<b>Mr. Enayetullah Khan</b> 77 Gulshan Avenue, Charu Kunja, Appt. # 3-C, Gulshan, Dhaka-1212. Ph: 9122950 (Off), 8824690 (Res.)	Journalist	Sd/-
32.	<b>Mr. Ahmed Najmul Hossain</b> Plot # 15-B, Appt. # 301, Road # 93, Gulshan-2, Dhaka-1212. Ph: 8812232 (Res.)	NGO Service	Sd/-
33.	<b>Mr. Fazle Hasan Abed</b> Apt. # 502, Road # 84, House # 16, Gulshan, Dhaka-1212. Ph: 8824180-7 (Off), 8823791 (Res.)	Founder- Chief Executive of NGO	Sd/-
34.	<b>Mr. S. M. Kamal Uddin</b> House # 26, Road # 121, Gulshan, Dhaka-1212. Ph: 8822014	Business	Sd/-
35.	<b>Mr. Manzur Ilahi</b> House # 114, Road # 115, Gulshan, Dhaka-1212.	Business	Sd/-
36.	<b>Mr. Saifur Rahman</b> Plot # 31, Road # 53, Gulshan Tower (11th Floor), Gulshan North, Dhaka. Ph: 8818327-30	Business	Sd/-
37.	<b>Mrs. Rokia Afzal Rahman</b> House # (N) 12, North Avenue, Gulshan-2, Dhaka-1212. Ph: 8823595	Business	Sd/-
38.	<b>Mr. Mosharrof Hossain (M.P.)</b> House # 2/A, Road # 104, Gulshan-2, Dhaka-1212. Ph: 8829620 (Off), 8812511 (Res.)	Business	Sd/-
39.	<b>Mr. A. Rahim Chowdhury</b> House # 77, Gulshan Avenue, Gulshan, Dhaka-1212. Ph: 8827270, 607056	Retired CEO of Bank	Sd/-
40.	<b>Mr. Obaidur Rahman</b> House # 12, Road # 50, Gulshan-2, Dhaka-1212. Ph: 8812598	Business	Sd/-
41.	<b>Mr. K. L. Rahman</b> House # 1, Road # 16, Gulshan, Dhaka-1212. Ph: 9886014, 603596	Business	Sd/-

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42.	<b>Sheikh Fazlur Rahman</b> House # 48, Road # 41, Gulshan, Dhaka-1212. Ph: 8827095, 9880630	Retd. Govt. Officer	Sd/-
43.	<b>Mr. M. N. Alam</b> House # 4, Flat # 202, Road # 36, Gulshan, Dhaka-1212. Ph: 9888595 (Res.)	Business	Sd/-
44.	<b>Mr. A. K. M. Mahbub-Ul-Haque</b> House # 8, Road # 31, Gulshan, Dhaka-1212. Ph: 8821088	Addl. Inspector General of Police (Retd.)	Sd/-
45.	<b>Mr. G. M. Tuhin-Uz-Zaman</b> House # 33, Road # 35, Gulshan-2, Dhaka-1212. Ph: 8818668	Business	Sd/-
46.	<b>Lt. Col. Diwan Rashidul Islam (Retd.)</b> House # 36/A, Road # 118, Gulshan, Dhaka-1212. Ph: 011-858046	Service	Sd/-
47.	<b>Dr. A. T. M. Shamsul Huda</b> House # 8, Road # 90, Gulshan, Dhaka-1212. Ph: 8813802	Retired Secretary to the Government	Sd/-
48.	<b>Maj. Qamrul Islam (M.P.)</b> 24 Park Road, Baridhara, Dhaka. Ph: 8811654, 9888707	Business	Sd/-
49.	<b>Mr. A. K. M. Rahmatullah</b> House # 11A, Road # 110, Gulshan, Dhaka-1212.	Business	Sd/-
50.	<b>Mr. Manzurul Islam</b> House # 4, Road # 89, Gulshan, Dhaka-1212. Ph: 8826898	Business	Sd/-
51.	<b>Mr. Shafiu Islam</b> House # 7, Road # 80, Gulshan, Dhaka-1212. Ph: 9881942	Business	Sd/-

Sl. No.	Name	Signature
1.	<b>Mr. K. L. Rahman</b> House # 1, Road # 16, Gulshan, Dhaka-1212. Ph: 9886014, 603596	Sd/-
2.	<b>Mr. M. L. Rahman</b> House # 35, Road # 118, Gulshan, Dhaka-1212. Ph: 8827310	Sd/-
3.	<b>Mr. M. H. Chowdhury Samir</b> Ka-23/2, Shahjadpur, Gulshan, Dhaka. Ph: 8821656, 071524262 017154174, 9006249, 9006250	Sd/-
4.	<b>Sheikh Fazlur Rahman</b> House # 48, Road # 41, Gulshan, Dhaka. Ph: 8827095, 9880630	Sd/-
5.	<b>Mr. M. N. Alam</b> House # 4, Flat # 202, Road # 36, Gulshan, Dhaka-1212. Ph: 9888595 (Res.)	Sd/-
6.	<b>Mir Lutful Kabir Sadi</b> House # 49, Road # 41, Gulshan, Dhaka. Ph: 8820493, 607660	Sd/-
7.	<b>Mr. A. K. M. Mahbub-Ul-Haque</b> House # 8, Road # 31, Gulshan, Dhaka. Ph: 8821088	Sd/-
8.	<b>Mr. G. M. Tuhin-Uz-Zaman</b> House # 33, Road # 35, Gulshan-2, Dhaka. Ph: 8818668	Sd/-
9.	<b>Lt. Cl. Dewan Rashidul Islam</b> House # 36/A, Road # 118, Gulshan, Dhaka. Ph: 011-858046	Sd/-
10.	<b>Ms. Shirin Shila</b> Road # 107, House # 20, Gulshan-2, Dhaka. Ph: 8816130, 017544366	Sd/-
11.	<b>Mr. K.M. Mahmudur Rahman</b> House # 36 A, Road # 118, Gulshan, Dhaka. Ph: 9332511, 8313967 (Res.)	Sd/-





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