



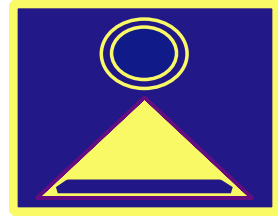
**Organizing Committee of 23<sup>rd</sup> Conference of  
Asian Federation on Intellectual Disabilities (AFID),  
November 18-24, 2017, Dhaka, Bangladesh**

**Conference Secretariat:**  
SWID Bangladesh

4/A Eskaton Garden, Dhaka-1000, Bangladesh  
Email:swid@afid23.org, Web:www.afid23.org

**Permanent Secretariat**  
KAIDD, Seoul, Korea

4F, E-room Centre, 22, Uisadang-darco, Yeongdeungpo-gu  
Email:kaidd@hanmail.net, web: www.afid73.org



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**The minutes of the 2<sup>nd</sup> Organizing Committee Meeting for the 23<sup>rd</sup> Conference  
of Asian Federation on Intellectual Disabilities (AFID)**

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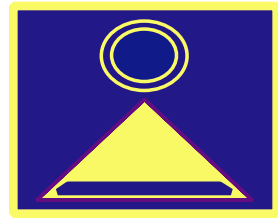
The 2<sup>nd</sup> Meeting of the Organizing Committee for 23<sup>rd</sup> Conference of Asian Federation on Intellectual Disabilities (AFID) held on 14<sup>th</sup> January, 2017 at 11:30 am at the Entertainment Therapy Centre, Head Office of SWID Bangladesh. The Chairperson Ms. Dilara Mostafa presided over the meeting.

**Members present:**

1. Ms. Dilara Mostafa, Chairperson, Organizing Committee,
2. Ms. Emelda Hossain, Secretary, Organizing Committee,
3. Mr. Mahmudul Hoque Taher, Treasurer, Organizing Committee,
4. Mr. Jowaherul Islam Mamun, President, AFID & Member, Org. Committee,
5. Mr. Hemayet Uddin Ahmed (SWID BD)
6. Mr. AHM Noman Khan (CDD)
7. Mr. Md. Shafiq-ul Islam (CRP)
8. Prof. Salma Begum (NAAND)
9. Prof. Dr. Mesbah Uddin Ahmed (MMC)
10. Dr. Shamim Ferdous (BPF)
11. Mr. Mohammad Shah Alam(SWID BD)
12. Dr. Ajanta Rani Saha(SWID BD)
13. Major Md. Yead Ali Fakir (Retd.)
14. Br. Gen. Md. Fakhrul Ahsan (AHQ)
15. Mr. Md. Zahidul Kabir (WV)
16. Mr. Md. Taufiqul Islam Chopol(SWID BD)
17. Ms. Labonnya Ahmed, (SWID BD)
18. Br. Gen. (Retd.) Mostafa Kamal Laskar(SWID BD)
19. Mr. Zobaidur Rahman Milon, (SWID BD)
20. Adv. Samir Chandra Kar,(SWID BD)
21. Sree Shushanta Bhowmik,(SWID BD)
22. Dr. Rownak Hafiz (AWF),
23. Mr. Prattay Iqbal (Therap),
24. Dr. Basana Muhuri,(SWID BD)
25. Dr. Munshi Mohammad Reza Sekander, (SWID BD)
26. Ms. Bithika Dewan Jee,(Scholars Special School)
27. Dr. Shahnewaj Chowdhury,(SWID BD)
28. Adv. Mahbubar Rahman Talukdar,



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29. Ms. Rasheda Jesmin Rozi,(SWID BD)
  30. Ms. Zobera Rahman Linu,(Sports Organizer, National Awardee T. T. Champion)
  31. Mr. Maksud Ahmed Sikder,(SWID BD)
  32. Mr. Ashiqur Rahman (Therap Services)

The Chairperson started the meeting with welcome and New Year's (2017) greetings to all Members present in the meeting. After self-introducing of all members, the Secretary thanks to all and welcome in the meeting and presents the agenda accordingly as requested by the Chairperson. The Secretary also requests all members to observe the agenda displayed at the Multimedia projector and take part for discussion, comets and recommendations.

#### **Agenda- 1**

The President of AFID Mr. Jowaherul Islam Mamun welcomes all members and gratitude for their active participation in the meeting. He stated about the minutes of the 1<sup>st</sup> meeting of the Organizing Committee held on 30<sup>th</sup> July, 2016 which sent to all members. He requests the members for any correction, modification that may be accepted and then the minutes confirmed. The members expressed their consent as the minutes alright, there is no correction.

**Decision: The minutes of the 1<sup>st</sup> meeting of the Organizing Committee is confirmed.**

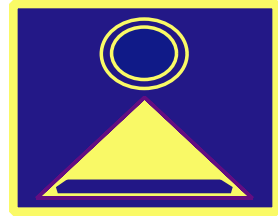
#### **Agenda- 2**

The President of AFID stated about the proceedings of the mid-term Executive Board Meeting of AFID held from 24-27 September, 2016 at SWID Convention centre, Dhaka hosted by SWID Bangladesh and the decisions as displayed at the projector in the meeting and also stated below:

- ▶ The annual report and annual financial report.
- ▶ The AFID Secretariat will give USD\$5000 as financial support for holding of the Conference of AFID in Bangladesh.
- ▶ The name 23<sup>rd</sup> ACID' Conference should be replaced as '23<sup>rd</sup> AFID conference'.
- ▶ Organizing Committee for 23<sup>rd</sup> Conference of AFID is approved.
- ▶ A request letter will be sent to member organization in Indonesia for the position of 3<sup>rd</sup> Vice President.
- ▶ Original size and colour of AFID logo should be followed during printing of the 2<sup>nd</sup> Announcement and call for paper.
- ▶ Theme: “**Acceptance, Accessibility, Inclusion-A key towards Sustainable Development**” selected.
- ▶ Registration fee for different categories fixed.



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- ▶ The Programme scheduled for 23<sup>rd</sup> Conference of AFID as published in the 1<sup>st</sup> Announcement is accepted.
  - ▶ The Venue of the Conference “International Convention City Bashundhara” is confirmed.

The President also informed that the above decisions have been approved in the EBM by the members of the Executive is Board of AFID. It is presented in the meeting for kind information of all members of the Organizing Committee. At this time Mr. AHM Noman khan asked to know about exact or correct size of the AFID ‘Logo’ that we should followed. The President said that Logo as used by the member Organization of AFID in the past during conference. But we should know exact shape, size, Colure and complete meaning of the Logo. So the question is noted and we shall contact to the permanent secretariat of AFID.

### **Agenda- 3**

The AFID President informed in the meeting about formation of Sub-Committees as functional committees to work for holding of the 23<sup>rd</sup> Conference of AFID successfully. The Members of the different Sub-Committees have been agreed to be involved in the conference related activities. We prepared a draft list of the member, according to different Sub-Committees including Terms of Reference (TOR); but any more names may be included as proposed in the meeting.

Mr. Md. Hemayet Uddin Ahmed proposed the name of Ms. Zobera Rahman Linu to include in the Finance & Fund Management Sub- Committee. In this connection, Mr. Jowaherul Islam Mamun said that Ms. Zobera Rahman Linu is alright to work in this sub-committee who has contributed a lot to SWID in arrangement of fund (Tk. 10.00 Lac) from Dhaka District Council for construction of Sports Centre at 5<sup>th</sup> floor of SWID- NIIDA building. She also raised our students with special needs as good player of Table Tennis competition (Indoor Games) with the students of formal school (Colastica, St. Josef School, Sunrise, Bawani School) organized by Table Tennis Federation wherein the SWID TT Team awarded with 4<sup>th</sup> place. It is her special effort to bring the disabled TT player in the National Stage of the country. We are very grateful to Ms. Zobera Rahman Linu.

Br. Gen. Mostafa Kamal Laskor (Ret.) said that ‘I am totally unknown to other member of the Finance Sub-Committee. I have been involved through Mamun Bhai (Mr. Jowaherul Islam Mamun) in the SWID’s activities. As a chairman of this Committee, I need full cooperation of all members to make the success of the conference.

Adv. Samir Chandra Kar assured to Br. Gen. Mostafa Kamal Laskor (Ret.) that we have a lot of working experiences with the parents member, teachers, professionals and philanthropists of the



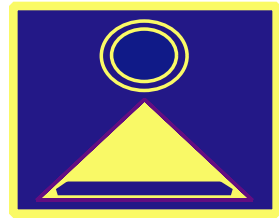
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society for long days towards welfare of our disabled children. They are all dedicated so we can say, Br. Gen. Mostafa Kamal Laskor (Ret.) will be happy and proud during works with all concerned members.

Mr. Jowaherul Islam Mamun also assured to Br. Gen. Mostafa Kamal Laskor (Ret.) that all sub-committees have been formed with consents of all concerned members. We are confirmed about their active participation and sincere cooperation for successful arrangement and completion of the conference. He also informed, Br. Laskor is working best for long days in providing financial support to organize the SWID Satkhira Branch and Wills Little Kakrail School with food and dress for the students. In the same way Ms. Dilara Mostsfa also funding to SWID Manikganj Branch as teachers salary support. She has donated to SWID Head Office for construction of 'National Sports & Cultural Center' and beautification of open display floor at 2<sup>nd</sup> floor of 'NIIDA Bhaban'. She arranged the venue of the conference at International Convention City Bashundhara on 25% discount rate of the total cost Tk. 6.25 Lac. We are very grateful to them for their contribution as well as welfare of our students with Intellectual Disabilities & Autism. I think and assured Brg.Gen. Laskor that he will get sincere cooperation of all concerned.

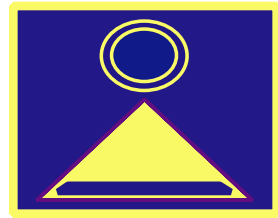
Adv. Mahbubar Rahman Talukder proposed to include the name of Ms. Zobera Rahman Linu as the Member Secretary of the 'Reception Sub-Committee'. In this regard the AFID President said, it is ok, since Ms. Zobera Rahman Linu is well known to everybody as a 'National Awardee and record holder of 'Guinness Book of World.' He also proposed to include the names of Mir Showkat Ali Badsha, MP (Bagerhat-2), Mr. Naimur Rahman, MP (Manikganj- 1) and Ms. Emelda Hossain proposed the name of Ms. Taufika Ahmed Ema (President, Sirajganj Br.) to include in this sub committee.

Mr. AHM Noman Khan said, 5-7 members committee along with the Chairman of Org. Committee and President of AFID may present for reception to the Chief Guest/ VVIP & VIP Guests during inaugural session; but the list of this reception team should be reached to 'SSF' clearance and security. He proposed to include the name of Dr. Nafisur Rahman in a sub-committee. He also proposed to form 'Medical & Health Care, Field Visit, Security & Disciplinary Management (with the Chairman Br. Gen. Fakhrul Ahsan, AHQ) and Accessibility & Disability Services (with the Chairman Mr. Shafiqul Islam (ED, CRP) Sub-Committees. Mr. Zahid Kabir (World Vision) proposed to include Mr. Moinul Islam (CSID) in a sub-committee.

The President of AFID informed in the meeting that the 'Reception Sub-Committee' will get enough cooperation of BNCC, University of Dhaka, Ramna Regiment, Rajdhani Robber Scout and National Scouts Member at Dhaka.



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Prof. Dr. Mesbah Uddin Ahmed proposed to make a sub- group for reception the high- profile personalities.

After discussion on proposals and consents of the members the following sub- committees comprising of the chairman, member- secretary and members with their Terms of Reference or Scope of Works are confirmed in the meeting:

**A. Program Coordination Committee:**

1. AHM Noman Khan (ED, CDD)	Chairmen
2. Dr. Ajanta Rani Saha (1 <sup>st</sup> Joint. Sec. SWID BD)	Member Secretary
3. Shafiqul Islam (ED, CRP)	Member
4. Khandaker Jahurul Alam(ED, CSID)	Member
5. Mr. Arifur Rahman (CEO, YAPSA)	Member
6. Engr. Maksudur Rahman (NPC, Bangladesh)	Member
7. Md. Mosharraf Hossain Bhuyan, (CRP)	Member

NB. The Member Secretary of all the Sub-Committees will be included as Ex-officio Member of this program Coordination Sub-Committee.

**B. Fund raising & Financial Management Sub-Committee.**

1. Brig. Mostafa Kamal Laskar (Retd.)	Chairman.
2. Mr. Mahbubul Monir.	Member Secretary
3. Mr. Monjur Hossain (Former Senior Sec. & Chairmen Rupali Bank)	Member
4. Mr. Shawkat Hossain (Former Governor, Rotary Club)	Member
5. Engr.Nasim Khan (Superintendent Engr. PWD)	Member
6. Taufiq Ahmed Ema (President, SWID Siranjonj)	Member
7. Mahmudul Haq Taher (Finance Secretary, SWID BD)	Member
8. Jobera Rahman Linu	Member
(Sports Organizer, National Awardee T.T Champion)	Member
9. Mr. Ashish Mohammad Siddique	Member
10. Engr. Asma Sultana Banna	Member
11. Habibul Islam –Jt. Secretary, Ministry of Jute and Textile	Member



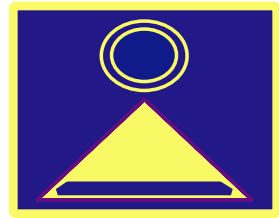
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**C. Food, Transport, Accommodation and Venue Management Sub Committee.**

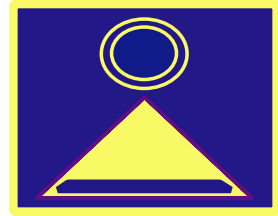
1. Hemayet Uddin Ahmed (1 <sup>st</sup> VP, SWID BD)	Chairman
2. Jobaidur Rahman Milon (Org. Sec. SWID BD)	Member Secretary
3. Wahidul Islam Liton	Member
4. Bazlur Rahman (SWID Manikgonj.)	Member
5. Shibbir Ahmed (Ca. SWID BD.)	Member

**D. Welcome and Reception Sub-Committee**

1. Mr. Mohammad Moslem (Pre.SWID BD)	Chairman
2. Ms. Jobera Rahman Linu (Sports Organizer National Awardee T.T Champion)	Member Secretary
3. Adv. Mir Shawkat Ali Badsha, MP	Member
4. Mr. Nurul Mojid Humayun, MP	Member
5. Mr.Naimur Rahman Durjoy, MP	Member
6. Mr. Hemayet Uddin Ahmed (1 <sup>st</sup> VP, SWID BD)	Member
7. Mr.Yeasha Sobhan Nabila(Dir. Bashundhara Group)	Member
8. Mr.Kalpona Roy Bhowmik(Sports Secretary, SWID BD)	Member
9. Adv. Mahbubur Rahman Talukder	Member
10.Ms.Mohua Pal,Dir-RM.(Access BD Found.)	Member
11.MS. Momtaz Begum Bokul Member NEC,SWID BD	Member
12. Md.Sha Alam	Member
13. Major Md. Yead Ali Fakir (Retd.)	Member
14. Prof. Dr.Uttam Kumar Barua	Member
15. Brig. General Mosta Gausur Rahman	Member
16. Md. Mosharraf Hossain Muzumder	Member
17. Md. Taufiqul Islam Chapol (NEC Member, SWID BD.)	Member
18. Samir Chandra Kar (2 <sup>nd</sup> VP, SWID BD)	Member
19. AL Mamun Sarker, SWID BD	Member



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**E.Registration Sub-Committee:**

1.Dr. Shawnewaj Chowdhury(EC Member, SWID BD)	Chairman
2.Mr.Nurul Islam, (Director, SWID BD)	Member Secretary
3.Md.Mokhlasur Rahman Babu DD,SWID BD.	Member
4.Mahmudul Hasan, (AD,SWID BD)	Member
5.Mir.Jahirul Islam(Sen. Acc. off. SWID BD)	Member
6.Ms. Semme Samad (Tea, SWID Lab)	Member
7.Mithila (Tea, SWID Lab)	Member
8.Frahana (Tea, SWID Wills)	Member

**F. Scientific Sub-Committee:**

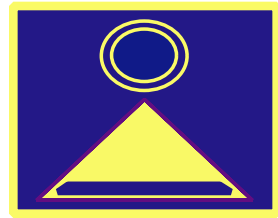
1.Dr. Shamim Ferdous(ED, BPF)	Chairman
2.Mr. Romiz Uddin Ahmed(Principal, SWID, SETTC)	Member Secretary
3.Prof.Dr. ASM Atiqur Rahman(ISWR, DU)	Member
4.Prof. Dr. Naila Jaman (B.shishu P)	Member
5.Dr. Mujaharul Mannan(Sec.Suchona Found.)	Member
6.Prof.Salma Begum(PD, NAAD)	Member
7.Rawnak Hafij(AWD)	Member
8. Brig.Generela Fakrul Ahsan (Bangladesh Army)	Member
9.Sabina Hossain(SWAC)	Member
10.Zahidul Kabir, (WV BD),National Advocacy, Coor.	Member
11.Md.Arifur Rahman,NARC	Member
12.Col. Md. Shahidul Alam(Principal, PROYASH)	Member
13.Dr. Basoana Rani Muhuri	Member
14.Engr.Badrunn Mannan,	Member
15.Safiujjaman Bablu,(Member ,SWID lal.)	Member
16. Dr.Mahmudur Rahman	Member
17. Prof. Quamur Afroz	Member

**G. Cultural –Sub Committee:**

1.Dipa Khandakar	Chairman
2.Rafiqul Alam Khandokar	Member Secretary
3.Kumkum (NCSE)	Member
4.Babu Lal Chowdhury (Gaibanda SWID Br. Pre.)	Member
5.Nasior Iqbal Jadu(BCCW)	Member
6.Dr. Papiya Sultana (Teacher)	Member



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7. Bethika Dewan Jee	Member
8. Nina Rahman	Member
9. Amit Hasan(SWID Lab Tea)	Member
10.Sakina Islam(Parents Forum)	Member
11.Bohnni Shikha(Moulivi Bazar)	Member
12.Saila(Khulna)	Member
13.Anwara Rahman(SWID Kustia)	Member
14.Afroza Shapna	Member
15.Mr.Rashedul Hasan Sheli.	Member
16.Mr. Shamim Akanda	Member

**H. Publication, Publicity and Public Relation Sub-Committee**

1.Labannya Ahmed	Chairman
2.Sushanto Bhowmik	Member Secretary
3.Jobera Rahman Linu	Member
4.Shadon Bose	Member
5.Rafiqul Alam Khandoker	Member
6.Maksud Ahmed Sikder	Member
7.Bokul Chandra Mohonto	Member
8.Mr. Abul Quashem Suny	Member
9.Lutfor Rahman	Member

**I. Logistic Procurement Management & Distribution Sub-Committee**

1.Rashida Begum	Chairman
2.Rashida Jesmin Rozi	Member Secretary
3.Abdur Razzak	Member

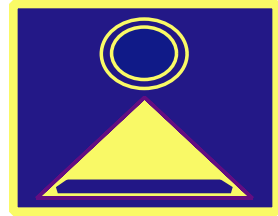
**J. Medical and Health Coordination Sub-Committee**

1. Prof.Dr. Mesbah Uddin Ahmed	Chairman
2. Dr. Munshi Mohammad Reza Sekander	Member Secretary
3. Alhaz Dr. Shahnewaj Chowdhury	Member
4. Dr. Basana Rani Muhuri	Member
5. Dr.Ajanta Rani Saha	Member
6. Prof. Monindra Nath Roy	Member





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**K. Disciplinary and Security Management Sub-Committee**

1. Major Md. Yead Ali Fakir	Chairman
2. Brig. General Fakhrul Ahsan	Member Secretary
3. Major SK Reza (SWID Viadanga Br.)	Member
4. Major Younus (SWID Rajar Hat Khulna Br.)	Member.
5. Khalilur Rahman (SWID BD)	Member

NB.BNCC, Romna Regiment, Rajdhani Rober Scout will be included as the security service provider.

**L. International Correspondents and ICT Coordination Sub-Committee**

1. Vashkar Bhattacharya (a2i Cons. PM. Office)	Chairman
2. Faisal Iqbal (AD, Therap).	Member Secretary
3. Ashiqur Rahman (T & I Specialist, Therap)	Member
4. Prattoy Iqbal	Member
5. Rashedul Abedin (HM, SWID Mirpur Branch)	Member
6. Pallab Al Hadi	Member

**M. Disability and Accessibility Services Sub-Committee**

1. Shafiqul Islam (CRP)	Chairman
2. Moinul Islam (CDD)	Member Secretary

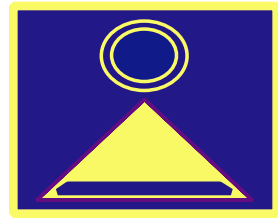
**N. Pre-Conference Workshop**

1. Vashkar Bhattacharya	Chairman
2. Jahid Kabir (WV)	Member Secretary
3. Mosharraf Hossain Bhuyan (CRP)	Member
4. Ferdausi Mowla (BPF)	Member

**O. Field Visit Sub Committee:**



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**Agenda-4**

The president of AFID informed in the meeting that the draft of 2<sup>nd</sup> Announcement including general information, call for paper (abstract of full paper first on various topics), registration fee, hotel accommodation etc. has been prepared as displayed at the projector. He asked the members for any modification or suggestions that may be accepted; but should be reached by 31, January, 2017 through E-mail: [swidbd@gmail.com](mailto:swidbd@gmail.com). The 2<sup>nd</sup> Announcement will be distributed to all members through their E-mail. This has been approved as a decision with the consent of all members in the meeting.

**Agenda- 5.**

The president of AFID asked the members for discussion of any other issues concerning the conference. At this time, Mr. AHM Noman Khan proposed that all Chairmen of the different sub-committees will work in coordination with full cooperation as ex-officio of the Programme Sub-Committee in time to time for best preparation and successful completion of 23<sup>rd</sup> Conference of AFID.

The president of AFID advised Mr. Mahmudul Hasan, (AD, SWID) to introduce all members of the organizing committee about the conference information on 'You to be' and collect addresses, e-mail and mobile number of all members to contact each other and interact within the members of all sub-committees for necessary works and immediate action.

The President requests all Chairmen and Member-Secretary of all sub-committees to call for meetings in one instant (Within 31, January, '17). Then the President requests the Chairperson of the Organizing Committee to conclude the meeting.

The Chairperson Ms. Dilara Mostafa expressed her own effort to work for the welfare of the NDD persons (Persons with Neuro-Developmental Disabilities) in life and success of the 23<sup>rd</sup> Conference of AFID- 2017 in her closing speech. Then she ended the meeting with a vote of thanks and invited all to have a lunch.

*Emelda Hossain Dipa*

**(Emelda Hossain Dipa)**

Secretary

Organizing Committee,  
23<sup>rd</sup> Conference of AFID  
SWID Bangladesh