



# FOBANA

Annual Report 2021-2022



**36<sup>th</sup> FOBANA Convention 2022, Chicago, IL**

# Congratulations and best wishes for 36th FOBANA Convention!










**ANANTA**  
TERRACES

**30**  
years of  
**operation**

Employment of 26000  
People across Global Footprint.  
Annual Turnover Exceeding  
\$300 Million.



**Product Gallery**

 Girls shorts Sewn: H&M, Category: Girls	 Girls shorts Sewn: J&P, Category: Toddler girls	 Girls shorts Sewn: J&P, Category: Toddler girls	 Ellen Shorts Sewn: H&M, Category: Young Girls
 Kiddie-Hip-2 Mid Sewn: T&A, Category: Teenage Girls	 BUTTERFLY JEANS Sewn: Womans, Category: Girls	 TANEM Sewn: T&A, Category: Baby girls	 Kiddi Sewn: Sewa, Category: Toddler girls



**Top Brands Trust in Our Service**

**Our Clients**

															
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FOBANA Executive Committee  
2021-2022

**Compiled by:**  
Anthony Pius Gomes  
Masud Chowdhury

**Graphics Design & Compose:**  
M. M Afzal Bakey  
Ph : 880 1705 184749

**36th FOBANA Convention 2022**  
North Shore Center For The Performing Arts In Skokie  
9599 Skokie Blvd  
Chicago, IL- 60077  
Date: September 2-4, 2022  
Hosted by: Bangladesh Association of Chicagoland (BAC)  
Chicago, IL

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## Official FOBANA Theme Song

ফোবানা, ফোবানা  
প্রতি রক্ত কনিকা উঠল নেচে ফোবানার গানে  
উঠল জেগে বাঙালীর চেতনা  
এই মুক্ত আকাশ প্রান্তরে, প্রতি বাঙালীর অন্তরে,  
উঠল জেগে বাঙালীর চেতনা ।।।।  
বাংলাদেশ আমার প্রেরণা, বাংলাদেশ আমার সাধনা  
স্বাগত জানাই ফোবানায়, স্বাগতম ফোবানা ।।

অনেক কষ্টে এনেছি আমরা দেশের স্বাধীনতা,  
প্রবাসে পাড়ি দিয়েও আমরা ভুলতে পারিনি তা ।  
তিরিশ লক্ষ প্রাণ দিয়েছে, যুদ্ধ করেছে জয়,  
অত্যাচারীর উদ্ধতশির লুটিয়ে পড়েছে পায় ।  
স্বাধীনতার চেতনা, বিশ্বকে আজ জানিয়ে দেব তা ।  
ফোবানা, ফোবানা ।।।।

রবি ঠাকুরের গীতি মালার সুরের মূর্ছনায়,  
আমি চলে যাই মেঠ পথ ধরে দূরের কোনো গায়..  
নজরুলের কবিতা আমায় আজ দেয় সাড়া,  
বিদ্রোহী হতে শিখিয়ে দেয়, মনটাকে দেয় নাড়া ।  
এ আমার চেতনা, এ যে আমার বাঙালী চেতনা ।  
ফোবানা, ফোবানা ।

জীবনানন্দের রূপসী বাংলা, কোথাও খুঁজে না পাই,  
সবুজে ঘেরা আমার স্বপ্ন বাংলাতে খুঁজে পাই ।।  
লালনের সেই একতারাটা আবার বেজে ওঠে,  
বাউলের সুর, রাখালের বাঁশি, আমার বুক বাজে ।।।  
দরদিয়া, রাখালিয়া, গেয়ে যাব আজ সবার হৃদয়ে তা ।  
ফোবানা, ফোবানা ।।।।



Written and composed by

**Rommel Khan (Feedback, Atlanta)**



Original singers:

**Rommel Khan and Polly Kabir.**





FOBANA®, is a non-profit, non-political and non-discriminatory, IRS 501c(3) taxexempt (Tax ID 26-1747615) organization, established 1987. Only qualified Bangladeshi Associations in North America can be the members of FOBANA. One of the most important goal of this organization is to preserve and promote the language, culture and heritage of Bangladesh. This organization of Bangladeshi Associations in North America has been recognized as an umbrella, where all the Bangladeshis living in North America can gather to celebrate their successes and deliver cultural talents through stage performances. Since its inception in 1987, FOBANA® has been working tirelessly in this land far away from our ancestral homeland to keep our indigenous culture and commence it to our next generation growing in North America, primarily.

In addition, FOBANA® has recently received appreciation for its work to assimilate our people with the mainstream of North American people and culture. Those of us who are working in spite of all obstacles in different communities all over the continent are getting recognition from this organization. In other words, FOBANA® is a symbol of our hope and aspiration and a unifying force for bringing our communities together and for moving it in forward direction.

Please join us if you haven't already done so and encourage other organizations to join FOBANA too!

Website: [www.fobanaonline.com](http://www.fobanaonline.com)

## ফোবানার পক্ষ থেকে শুভেচ্ছা ও অভিনন্দন

ফোবানার পক্ষ থেকে উত্তর আমেরিকা প্রবাসী সকল বাংলাদেশীদের জানাচ্ছি আন্তরিক প্রীতি ও শুভেচ্ছা। বাংলা ভাষা, স্বদেশী সাহিত্য-সংস্কৃতি এবং কৃষ্টি ও এতিহ্য, স্বদেশের প্রতি ভালবাসা আমাদের প্রাণ... আমাদের অস্তিত্বের শেকড়। প্রবাসের মাটিতে আমাদের কৃষ্টি ও সংস্কৃতি এবং দেশাত্ববোধ বৃদ্ধির গভীরে ধারণ করে নতুন প্রজন্মের কাছে তা ছুঁলে দেয়ার অদ্যুত অভিলাষে ফোবানার প্রত্যয়ী পথচলা। আপনাদের ভালবাসাই আমাদের পথচলার পাথেয়, আগামীদিনগুলোতেও আপনাদের সাথে নিয়ে আমাদের এগিয়ে যাওয়ার দৃষ্ট অঙ্গীকার।

১৬তম ফোবানা সম্মেলনের স্বাগতিক সংগঠন এবং সবাইকে জানাচ্ছি আন্তরিক শুভেচ্ছা ও অভিনন্দন।

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ফোবানা নির্বাহী কমিটি ২০২১-২০২২

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## Message from the FOBANA Chairperson



As the chairperson of FOBANA, it is my honor to welcome you to the 36th annual Federation of Bangladeshi Associations in North America (FOBANA) convention. Welcome to Chicago.

Today's celebration serves as an opportunity to celebrate and honor the culture of Bangladesh. One of the main objectives of FOBANA is to unite all Bangladeshi Americans to oppose discrimination and prejudice against us.

FOBANA is a nonprofit organization of organization. We are at the crossroad of passing this heritage on to our next generation and youths.

FOBANA is an institution. It is trademarked, 501(c), branded by a constitution and by-laws. Our executive committee members and host organization are democratically elected.

FOBANA convention helps us to increase awareness of Bangladeshi culture, language, unique history, and heritage to promote peace and harmony.

I would like to thank all of our executive members, advisors, and host committee (Bangladesh Association of Chicagoland) general members, sponsors, supporters, guests, artists for their commitment and hard work, efforts, and dedication to making this a successful convention.

I wish the FOBANA 36th convention a grand success and my best wishes remain to the participants of the event.

Sincerely,

**Rehan Reza**  
Chairman  
FOBANA 2021-22

## Message from the FOBANA Vice-Chairperson



৩৬ তম ফোবানার মহামিলন মেলায় আপনাদের সবাইকে স্বাগতম।

মাত্র নয় মাসের জন্য নির্বাচিত হলেও গত নয় মাস আমরা নিরলস ভাবে কাজ করে গেছি। দুর্ভাগ্যজনক ভাবে আমাদের শেষ দিকে এসে চরম দুঃসময় পার করতে হয়েছে আমাদের কিছু সাবেক নেতৃবৃন্দের জন্য। তারপর ও আমাদের প্রত্যেকটি সাব কমিটির নেতৃবৃন্দ নিরলস ভাবে কাজ করে গেছেন। বিশেষ করে গরিব ছাত্রদের বৃত্তির ব্যাপারে বাংলাদেশে একটি বিশ্ববিদ্যালয়ের সাথে আমাদের চুক্তি স্বাক্ষরিত হয়েছে এবং স্থানীয় একটি ব্যবসায়ী প্রতিষ্ঠান আমাদের সাথে পাঁচ বছর মেয়াদী একটি চুক্তিপত্র স্বাক্ষর করেছেন।

আগামী পাঁচ বছর পাঁচ হাজার ডলার করে আমাদের স্কলারশিপ ফান্ডে দান করে যাবেন। দুঃসময়ে আমাদের কেন্দ্রীয় কমিটির নেতৃবৃন্দ যে সাহসের পরিচয় দিয়েছেন এবং দিনরাত পরিশ্রম করেছেন ৩৬তম ফোবানাকে একটি সার্থক এবং সুন্দর সম্মেলন উপহার দেওয়ার জন্য হোস্ট কমিটির সাথে সহযোগিতার হাত বাড়িয়ে দিয়েছেন। বিশেষ করে আমাদের চেয়ারম্যান এক্সিকিউটিভ সেক্রেটারি জয়েন্ট এক্সিকিউটিভ সেক্রেটারি এবং ট্রেজারার বিশেষ ধন্যবাদ পাওয়ার যোগ্য।

পরিশেষে ৩৬তম ফোবানার সার্বিক সাফল্য কামনা করি। শিকাগোর এই মহান মিলনমেলা সার্থক এবং সুন্দর হোক।

**M. Mowla Dilu**  
Vice Chairperson  
FOBANA 2021-2022

Established in 1987  
**FOBANA**®



## Executive Secretary's Report



2021-2022 has been a great year with success and a few minor grievance; this year we have accomplished a lot in many areas whereas we also have lost a few organizations because of their unlawful act and disciplinary actions taken by FOBANA Executive Committee. I sincerely want to give a shout-out to the Executive Committee and Standing Committee members for their continuous input and making a few important and useful decisions to uphold FOBANA constitution and bylaws.

It's an exciting moment for FOBANA as we continue to grow, constantly remaining adaptable, motivated, and responsive to the Bangladeshi communities across North America. FOBANA socio-cultural activities are an exciting area to work on, to learn from and bond with one another, and we'll continue to bring people together in forums like this to ensure FOBANA remains at the cutting edge. It's notable that 60+ member organizations have renewed and registered for the convention this year.

We have signed a 5-year MOU with Jagannathan College and University in BD to provide scholarships to several students in Bangladesh, while we continue to provide scholarships in the U.S. during this convention, on the same token we also blessed with commitment from a generous donor to donate \$5K each year for next 5 years. This year we are more connected with Bangladeshi Entrepreneurs, sponsors, media and dignitaries than ever, in deed we thrive promoting FOBANA around the globe.

We launched a new website with optimized features and enhanced functionalities to fulfill many of our daily needs and vow to continue with more integration to it.

We are transforming the way we operate to continuously improve our ability to help the community by strengthening relations with the State department, congressional caucus, and federal entities. We should all be very proud of where we are today and excited about where we are headed.

I would like to thank the Bangladesh Association of Chicagoland (BAC) for presenting an excellent convention. And a special thanks to Convener Mr. Maqbul M. Ali and Mr. Syed Ahsan, as well as the entire host team.

Sincerely,

**Masud Rob Chowdhury**  
Executive Secretary 2021-2022

## FOBANA Executive Committee (2021-2022)



**Chairperson**  
**Rehan Reza (Ks)**  
(785)-554-0586



**Vice Chairperson**  
**M. Mowla Dilu (Ga)**  
(770) 912-9169



**Executive Secretary**  
**Masud Rob Chowdhury (Ca)**  
(818) 730-1020



**Joint Executive Secretary**  
**Nahidul Khan Sahel (Ga)**  
(770) 722-5369



**Treasurer**  
**Dr. Mohammad Ali Manik (Ga)**  
(404) 702-6146

## FOBANA Executive Committee (2021-2022)

### Outstanding Members



**M RAHMAN JAHIR (FL)**  
(561) 876-2255



**DR. ZAINUL ABEDIN (CA)**  
(818) 599-3312



**SHAH HALEEM (TX)**  
(281) 748-9880



**MOHAMMAD AREFIN (GA)**  
(404) 552-3241



**NURUL AMIN (VA)**  
(703) 930-2490

FOBANA®

# FOBANA Executive Committee (2021-2022)

## Executive Member Organizations



**BANGLADESH ASSOCIATION OF CHICAGOLAND, IL**  
MAQBUL M. ALI  
(773) 552-1373



**BANGLADESH ASSOCIATION OF NORTH TEXAS (TX)**  
HASHMAT MOBIN  
(972) 935-4750



**BANGLADESH ASSOCIATION OF NEW JERSEY (BANJ), NJ**  
GOLAM FAROQUE BHUIYAN (NJ)  
(732) 983-7566



**FRIENDS AND FAMILY INC. (VA)**  
ABU RUMI (VA)  
(703) 861-1606



**BANGLADHARA, GA**  
MAHBUBUR BHUIYAN  
(404) 202-6484



**BANGLADESH THEATER HOUSTON (BTH), TX**  
NAHIDA NASER YASMIN  
(281) 467-8777



**BANGLADESH ASSOCIATION, HOUSTON, TX**  
KHALED ZULFIQAR KHAN  
(832)-352-3329



**BANGLADESH ASSOCIATION OF AMERICA, INC. (BAAI), MD**  
SALEH AHMED  
(301)755-8592

## FOBANA Executive Committee (2021-2022)

### Executive Member Organizations



**BANGLADESH AMERICAN  
SOCIETY OF GREATER  
HOUSTON (TX)**  
IMTIAZ AHMED  
(281) 827-7980



**MANCHITRO FOUNDATION (GA)**  
MOHAMMAD A. KHAN  
(RUSSEL)  
(770) 912-1772



**PRIO BANGLA, VA**  
PRYALAL KARMAKAR  
(571) 225-0755



**BANGLADESH AMERICAN  
ASSOCIATION OF GA  
(BAAG)**  
JASHIM UDDIN  
(770) 882-1293



**BANGLADESHI AMERICAN  
WOMEN ASSOCIATIONS OF  
TEXAS (TX)**  
NAHIDA ALI  
(972) 333-3286



**BANGLADESH ASSOCIATION  
OF GREATER WASHINGTON-DC (BAGDC)**  
KARIM SALAUDDIN  
(571) 436-8297

Established in 1987

**FOBANA**®

## Treasurer's Report



**Dr. Mohammad Ali Manik**  
Treasurer

2021-2022 FOBANA Treasurer Report (Nov 28 , 2021 To Aug 18 , 2022)					
Revenue (Credit)		Expense (Debit)			
Received From	Amount	Paid To	Description	Amount	Balance Forward
Beg Balance Operating acct. Nov. 28, 2021	\$27,687.53	Chayatal , Bangladesh	Donations	\$2,100.00	\$65,627.06
Beg balance disaster acct. Nov. 28 , 2021	\$3,012.53	Rotary club of BD	For Sylhet flood	\$2,000.00	\$63,627.06
Beg. balance scholarship acct. Nov. 28, 2021	\$27.00	Host Committee	Host registration	\$5,000.00	\$58,627.06
Ad for Fobana ad. May 2022 to May 2023	\$2,400.00	Paypal	Finance charge	\$290.00	\$58,337.06
Donation to Chayata , Bangladesh	\$2,100.00	Website Vendor	Website Migration	\$451.99	\$57,885.07
Host Registration 45 organizations	\$11,250.00	Law Office	Legal Expenses	\$2,500.00	\$55,385.07
Members renew & new applications , 57 Orgs	\$5,700.00	Wire transfer fee	Paypal	\$5.00	\$55,380.07
<b>Scholarship fund collection</b>	<b>\$5,000.00</b>	Artist Ticket	Performers airfare	\$2,300.00	\$53,080.07
Sylhet flood victims from EC members	\$1,200.00	Artist Ticket	Performers airfare	\$301.00	\$52,779.07
Fobana election 2022 , nomination fees collected	9,350.00				\$52,779.07
<b>Total Credit To The Account</b>	<b>\$67,727.06</b>	<b>Total Expenses(Debit)</b>		<b>\$14,947.99</b>	<b>\$52,779.07</b>
		Combine Ending Balance	All Accounts	\$52,779.07	

## FOBANA Standing Committees 2021-2022

### Bangladesh Liaison Committee



**Col. Mir Motahar Hussain (Bd)**  
Co-chairperson



**Professor Masud A Khan (BD)**  
Co-chairperson



**Riaz (BD)**  
Co-chairperson



**Kazi Habib (Bd)**  
Co-chairperson



**Sumitro D Dev (Bd)**  
Member



**Jahangir Syed (Bd)**  
Member



**M M Zahidur Rahman (Bd)**  
Member



**Ishrat Payel (Bd)**  
Member



**Md. Anisul Kabir Jasir (Bd)**  
Member

## Health and Wellness Committee



**Nahida Ali Daisy (Tx)**  
Chairperson



**Dr. Ahsan Chowdhury Hero**  
Member



**Dr. Rafia Sultana**  
Member



**Dr. Tahsina Atiquzzaman**  
Member



**Dr. Tariq Yasin**  
Member



**Afroz Sultana**  
Member



**Dr. Nasir Uddin**  
Member



**Anthony Pius Gomes (Va)**  
Member



## Legal Committee: 2021-2022



**Mohammad Alamgir**  
Chairperson



**Rubina Wadwah. Esq**  
Co-Chairperson



**John Kapoor, Esq**  
Co-Chairperson



**Zubaida Iqbal, Esq (FL)**  
Co-Chairperson



**Shah Haleem - TX**  
Member



**Jashim Uddin - GA**  
Member



**Dr. Ahsan Chowdhury  
Hero (TX)**  
Member



**Rabiul Karim Belal (PA)**  
Member



**Pryolal Karmakar (VA)**  
Member

## Business & Investment Committee



**Mahbub Bhuiyan, GA**  
Chairperson



**Dr. Zainul Abedin (CA)**  
Member



**Duke Khan, GA**  
Member



**Dr. Muhammed Ali (GA)**  
Member



**Professor Masud A Khan  
(BD)**  
Member



**Enamul Haque Enam, TX**  
Member



**Attorney Raju Mahajon  
(DC)**  
Member



**Moshfequr Rahman Limon**  
Dhaka  
Member



**Mahmudur Rahman (BD)**  
Member



**Mishu Rahman Din (IL)**  
Member

## Unification Committee



**Hashmat Mobin (TX)**  
Chairperson



**Mohammad Alamgir**  
Member



**Duke Khan**  
Member



**Shah Haleem, TX**  
Chairperson



**Mohammad Zahir (FL)**  
Member



**Nahid Chowdhury Mamun (NJ)**  
Member

## Awards and Guest Selection Committee



**Jashim Uddin (GA)**  
Chairperson



**Golam Faroque Bhuiyan (NJ)**  
Vice Chairperson

## Constitution and Procedure Review Committee



**Mr. Rabiul Karim Belal (PA)**  
Chairperson



**MD. Mahabub Reza Rahim (AZ)**  
Co-Chairperson



**Dr. Ahsan Chowdhury  
Hero (TX)**  
Co-Chairperson



**Golam Faruque Bhuiyan (NJ)**  
Co-Chairperson



**Mohammad Alamgir (VA)**  
Co-Chairperson



**Nahidul Khan Sahel (GA)**  
Co-Chairperson



**Pryalal Karmakar (VA)**  
Co-Chairperson



**Abir Alamgir (NY)**  
Co-Chairperson

## Media & Public Awareness Committee



**Masud Rob Chowdhury**  
Chairperson (California)



**Anthony Pius Gomes**  
Co-Chairperson



**Abir Alamgir (NY)**  
Member



**Hasanuzzaman Saki**  
Member (New York)



**DR. Niaz Muhaymen (CA)**  
Member



**Md Kamruzzaman, Helal**  
Member (Michigan)



**Sheikh Galib Rahman**  
Member (New York)

## Women Empowerment Committee



**Ms. Nahida Naser Yasmin (Tx)**  
Chairperson



**Ismat Jahan, Shuporna, (Tx)**  
Member



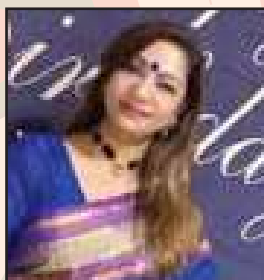
**Natalie Hossain (Tx)**  
Member



**Zinat Jahan (Ok)**  
Member



**Tandra Chakraborty (Tx)**  
Member



**Mafia Rahman, Mithhi (Tx)**  
Member



**Nahid Sultana (Tx)**  
Member



**Salma Saif (Mi)**  
Member

## Cultural Committee : 2021-2022



**Prylal Karmakar (Va)**  
Chairperson



**Abu Rumi (Va)**  
Member



**Khaled Rouf (II)**  
Member



**Khaled Zulfiqar Khan (Tx)**  
Member



**Nahida Naser Yasmin (Tx)**  
Member



**Babul Hai (Fl)**  
Member



**Imtiaz Ahmed, Pavel (Tx)**  
Member



**Avishek Syam**  
Member



**Damian Dias (Md)**  
Member



**Abu Hanifa (Ca)**  
Member

## Cultural Committee : 2021-2022



**Farhad Hossain (Tx)**  
Member



**Az Iqbal Khan Asif (Ks)**  
Member



**Sauda Kanta (Ny)**  
Member



**Dr. Mashiur Rahman**  
Member



**Mohammad Shuja Shahriar**  
Member



**Mr. Imran Rony, FI**  
Member



**Dr. Dipta Sarker**  
Member



**Gs Khan Probal**  
Member



## Mainstream Liaison Committee: 2021-2022



**ATM Alam**  
Chairperson



**Maqbul M Ali (IL)**  
Co-Chairperson



**Shampa Shree (DC)**  
Co-Chairperson



**Imtiaz Ahmed Pavel (TX)**  
Co-Chairperson

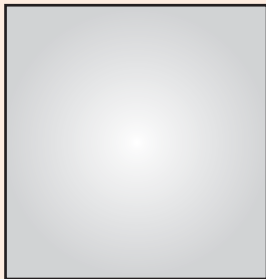
## Goodwill & Promotion Committee



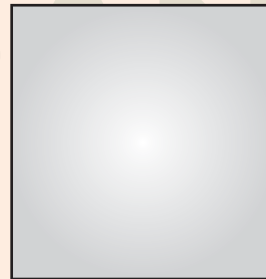
**Abir Alamgir (NY)**  
Chairperson



**Farhad Hossain (TX)**  
Member



**Fazle Rabbi Rajib**  
Member



**Tanvir Azhar Suki**  
Member



**Pulak Mahmud**  
Member

## Membership Review Committee



**Nahidul Khan Sahel (Ga)**  
Chairperson



**Mr. Jashim Uddin (Ga)**  
Member



**Mr. Mahabub Rahim Reza (Az)**  
Member



**Mr. Shah Haleem (Tx)**  
Member



**Nahid Chowdhury Mamun (NJ)**  
Member



**Duke Khan (Ga)**  
Member



**Hashmat Mobin (Tx)**  
Member



**Dr. Ahsan Chowdhury (Tx)**  
Member



**Khaled Zulfiqar Khan (TX)**  
Member

## Social Network Committee



**Khaled Ahmed Rouf (IL)**  
Chairperson



**Syed Ahsan Koko (IL)**  
Co-chairperson



**Parveen Patwary (VA)**  
Member



**Abu Rumi (VA)**  
Member



**Imtiaz Ahmed Pavel (TX)**  
Member



**Mohammad A. Khan Russell (GA)**  
Member



**Arghya Sarathi Shikdar**  
Member



**Abdur Rakib Akon**  
Member



**Rana Wadud (TX)**  
Member



**Mohammad Majnu Miah (VA)**  
Member



**S M Rubel Ahmed**  
Member

## Convention Liaison Committee: 2021-2022



**Duke Khan (GA)**  
Chairperson



**Dr. Ahsan Chowdhury  
Hero (TX)**  
Member



**Maqbul M. Ali (IL)**  
Member



**Syed Ahsan**  
Member



**MD. Mujib Uddin (FL)**  
Member



**Dr. Ruby Hossain (CA)**  
Member

## FOBANA Scholarship Committee : 2021-2022



**M Rahman Jahir (FL)**  
Chairperson



**Golam Faruque Bhuiyan (NJ)**  
Co-Chairperson



**Shakira Ali Bachhi (GA)**  
Co-Chairperson



**Farhad Hossain (TX)**  
Member



**Salma Ahmed (IL)**  
Member



**Abir Alamgir (NY)**  
Member



**Masuma Marin (VA)**  
Member



**ABM Mustafa (FL)**  
Member

## Executive Logistics Committee : 2021-2022



**Masud Rob Chowdhury (CA)**  
Chairperson



**AZ Iqbal Khan (KS)**  
Member



**Shampa Shree (DC)**  
Member



**Mr. Farhad Hossain (TX)**  
Member



**Shamsuddin Mahmud (VA)**  
Member

## Convention Review Committee : 2021-2022



**Babul Hai (FL)**  
Chairperson



**Pryalal Karmakar (VA)**  
Co-Chairperson



**Khaled Rouf (IL)**  
Co-Chairperson



**Khaled Zulfqar Khan (TX)**  
Co-Chairperson

## Alumni Committee : 2021-2022



**Dr. Zainul Abedin (CA)**  
Chairperson



**Golam Fauque Bhuiyan (NJ)**  
Co-Chairperson



**Nurul Amin (VA)**  
Member



**Mohammed A Khan**  
Member

## Budget, Finance & Fundraising Committee : 2021-2022



**Dr. Mohammad Ali (GA)**  
Chairperson



**Nahidul Khan Sahel (GA)**  
Member



**Maqbul M. Ali (IL)**  
Member



**Mahbubur Rahman Bhuiyan (GA)**  
Member

## Youth Forum Committee : 2021-2022



**Mohin Uddin Dulal (GA)**  
Chairperson



**Shamsuddin Mahmud (VA)**  
Member



**Shampa Banik (DC)**  
Member



**Dr. Shaidul Islam**  
Member



**Mohammad Kazal (MD)**  
Member



**Mohammad Akther Hossain**  
Member



**Tipu Alam (FL)**  
Member



**Parvez Hasan**  
Member



**Abdur Rakib Akon**  
Member



**Shahin Chowdhury** Member  
Member



## Seminar Committee: 2021-2022



**Dr. Abdus Sattar**  
Chairperson

*Photo not  
available at  
time of  
publication*

**Ali Ahmed**  
Member

*Photo not  
available at  
time of  
publication*

**Dr. Shakil Ahmed**  
Member

*Photo not  
available at  
time of  
publication*

**Dr. Shamsul I. Chowdhury**  
Member

*Photo not  
available at  
time of  
publication*

**Ahmed Khan**  
Member

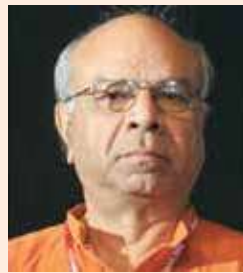
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available at  
time of  
publication*

**Dr. Faisal M. Rahman**  
Member

## FOBANA Advisers 2021-2022



**Dr. Nuran Nabi**



**Iqbal Bahar Chowdhury**



**Nurul Amin Chowdhury**



**Mahabub Reza Rahim**



**Mir Chowdhury**



**Rabiul Karim Belal**



**Mohammad Alamgir**



**Mahmud Musharraf Hussain**



**Duke Khan**



**Nahid Chowdhury Mamun**



**Azadul Haq**

## FOBANA Past Chairpersons



**Dr. Nuran Nabi**  
New Jersey (2001-2004)



**Hashmat Mobin**  
Texas (2008-2009)



**Nurul Amin Chowdhury**  
Texas (2004-2005)



**Rabiul Karim Belal**  
Kansas (2009-2010)



**Atiquer Rahman**  
Florida (2005-2006)



**Jashim Uddin**  
Georgia (2010-2011)



**Mahabub Reza Rahim**  
Arizona (2006-2007)



**Bedarul Islam Babla**  
New York (2011-2012)



**Mir Chowdhury**  
New Jersey (2007-2008)



**Dr Zainul Abedin**  
California (2012)



**Rehan Reza**  
Kansas, (2012-2013)

## FOBANA Past Chairpersons



**Mohamed Alamgir**  
Washington, DC  
(2012-2013)



**Azadul Haq**  
Texas (2016-2017)



**Mahmud Musharraf  
Hussain**  
Washington, DC  
(2013-2014)



**Atiquer Rahman**  
Florida (2017-2018)



**Duke Khan**  
Georgia (2014-2015)



**Mir Chowdhury**  
New Jersey (2018-2019)



**Nahid Chowdhury Mamun**  
New Jersey (2015-2016)



**Shah Haleem**  
Texas (2019-2020)



**Zakaria Chowdhury**  
New York (2020-2021)

## FOBANA ELECTION COMMISSION 2022

Election Commission of Federation of Bangladeshi Associations in North America (FOBANA) has declared detail election schedule of FOBANA Election 2022.



**MD Mahabub Reza Rahim**  
Chief Election Commissioner



**Duke Khan**  
Election Commissioner



**Avishek Chakraborty**  
IT Consultant

### Important FOBANA Election Dates 2022

- Membership Last Date – August 8, 2022
- Nomination Call – August 4, 2022
- Nomination Paper Submission Last Date – August 13, 2022
- Finalized Voter List from Executive Committee to Election Commission – August 13, 2022
- Preliminary Candidate List Release – August 14, 2022
- Withdraw or changes with a penalty- August 19, 2022
- Final Candidate/Voter List Release – August 20, 2022<sup>®</sup>
- Election Date – September 4, 2022 (Same day of AGM).

#### Nomination Fee:

- All Executive positions & Outstanding Member: \$200
- Executive Member Organization: \$ 100

Please pay your nomination fee at **Online Payment** at FOBANA website.

**Contact :** [cec.fobana@gmail.com](mailto:cec.fobana@gmail.com)

Please use this link to submit your nomination form

**FOBANA Nomination Form 2022**

## FOBANA Voter List 2022

Sl. No	Name/ Organization	Represented by
1	Chairman	REHAN REZA
2	Vice Chairman	M. MOWLA DILU
3	Executive Secretary	MASUD ROB CHOWDHURY
4	Joint Secretary	NAHIDUL KHAN SAHEL
5	Treasurer	DR. MD ALI MANIK
6	Outstanding Member	NURUL AMIN
7	Outstanding Member	M RAHMAN JAHIR
8	Outstanding Member	DR. ZAINUL ABEDIN
9	Outstanding Member	SHAH HALEEM
10	Outstanding Member	MOHAMMAD AREFIN
11	Bangladesh Association of California (BAC):015	Dr. Zainul Abedin
12	Bangladesh Association of Chicagoland:016	Maqbul M. Ali
13	Bangladesh Theater Houston (BTH):020	Nahida Naser Yasmin
14	Drama Circle:021	Abir Alamgir
15	Bangladesh Foundation of Georgia (BFG):022	Dr. Mohammad Ali
16	Bangladesh American Foundation of Central Florida:023	Babul Hai
17	Bangladesh American Association of GA (BAAG):024	Jashim Uddin
18	Bangladesh Association of New Jersey (BANJ):025	Golam Faroque Bhuiyan
19	Bangladhara:026	Mahbubur Bhuiyan
20	Bangladesh Association of Greater Washington DC (BAGWDC):027	Karim Salauddin
21	Bangladesh Association of Huston (BAH):028	Khaled Zulfiqar Khan
22	Bangladesh Association of America, Inc. (BAAI):030	Saleh Ahmed
23	Prio Bangla:031	Pryalal Karmakar
24	Bangladesh Association of Phoenix (BAP):032	Hamid Kazi
25	Bangladeshi American Women Association of Texas:033	Nahida Ali
26	Bangladesh Community of Greater Chicago:036	Khaled Rouf
27	US Bangladesh Foundation of Florida:037	Mohammed Mujib Uddin
28	Bangladesh Association for Greater Kansas City (BAGKC):038	Asif Khan
29	Bangladesh Cultural Society of Georgia:039	Mohammed arefin
30	Atlanta Cultural Society:040	MD Hossain Monir
31	Bangladesh Community of Los Angeles:042	Masud Rob Chowdhury
32	B. D. Sur Chanda fovslhy Inc:045	Emdadul Haque
33	Bengali Boy's Cultural & Sports Association:046	Mohin Uddin
34	Bangladesh Association of Georgia, Inc. (BAGI):052	MD Karim Russel
35	Texas Bengali Cultural Alliance (TBCA):053	Dr. Ahsan Chowdhury, Hero

## FOBANA Voter List 2022

Sl. No	Name/ Organization	Represented by
36	Bangladesh Association of North Texas (BANT):054	Hasmat Mobin
37	Bangladesh-American Society of Greater Houston (BASGH):055	MD Asaduzzaman Kiron/ Mr. Imtiaz Ahmed
38	Friends and Families Inc:059	Abu Rumi
39	Manchitro Foundation:063	Mohammad A. Khan (Russel)
40	Bangladesh Association of Georgia:064	Mustafa kamal Mahamud
41	Bangladesh Association of Pennsylvania, Inc.:072	Rabiul Karim
42	Ekattor Foundation, Inc.:075	Parveen Patwary
43	Sundorbon Inc:077	Nurul Alim
44	Bangladesh-American IT Peoples Organization (BAITPO):078	Shamsuddin Mahmud
45	Maryland Friends and Family Inc.:082	Mohammed Kazal
46	Bangladesh Association of Missouri:088	Rafiqul Khan
47	Uhited Bangladesh American Community of Texas:090	Kazi Chowdhury (Pending)
48	Bangladeshi American Society:065	Mohammed S Haque (Sentu)
49	OPORAJEO BANGLA INC:074	Shampa Banik (pending)
50	Taranga of California:034	Shiper Chowdhury (Pending)

## ACTIVE NON VOTER ORGANIZATION'S: 2022-2023

Sl no.	Name/ Organization	Represented by
1	USA Bangladesh Cultural Center:049	Shahidul Mallick
2	Karigor Production & Cltural Society:060	Tipu Alam
3	Friends and Families DMV:079	Mohammad Akhter Houseen
4	Shurubitan, Inc.:085	Kamrul Islam
5	Bangladesh Association Of Michigan:091	Sumon Kabir
6	Dhaka Club-FL. :097	Mim Khan
7	Friends and Family Houston. :094	Nadim Bhuyan
8	Bangladesh Mela. :098	Jamiul Islam
9	Shadin Bangla. :099	Mojnu Mia
10	Bangladesh American Heritage Foundation (BAHF):089	Maggie Haleem
11	Bangla Group Dallas. :100	Farhad Hossain

**36th**  
**FOBANA**  
**CONVENTION 2022**  
02-05 Sep. 2022

# FOBANA Host Committee 2022

Category	Title	Name
Executive Board	Convener	Maqbul M. Ali
	Member Secretary	Syed Ahsan
	Treasurer	Shuvra Debnath
	Executive Board Members	Kamrul Ahmed
		Nafees Ahmed
Shoeb Anwar		
Murad Newaz		
Advisory Board	Advisors	Meher Alam
		Ashraf Ali
		Khairul Anam
		Mapara Chowdhury
		Najma Chowdhury
		Dr. Shamsul Islam Chowdhury
		Dr. M. Mahmum Hossain
		Rafiqul Huq
		Aminul Karim
		Abdul Mannan
Atik Rahman		
Committees	<b>Committee</b>	<b>Chair</b>
	Event Branding	Abul Abdullah
	Seminar	Ali Ahmed
	Rehearsal & Entertainment	Kamal Ahmed
	Logistics	Quazi Nazrul Ahmed (Masum)
	Community Affairs	Shah Showkat Alam
	Strategic Financial Management	Iqbal Anwar
	Stall & Expo	Rubel Chowdhury
	Women Empowerment	Hiam Hafizuddin
	Youth Forum	Dr. Mohammad Shahidul Islam
	Legal Support	Imran Khan
	Social Affairs	Noorjahan Khan
	Volunteer Management	Ejaj Ahmed Murtaza (Jony)
	VIP & Protocol	Sadrudin Noorani
	Innovation & Entrepreneurship	Mishu Rahman Din
	Hotel Accommodation	Obaydur Rahman (Akash)
Kobita Jolsha	Dr. Dipta Sarker	
Cultural Program	Mohammad Shuja Shahriar	
Registration & Tickets	Saira Sultana (Lipi)	





# 36th FOBANA CONVENTION 2002

## Programs Schedules

**Location : DoubleTree by Hilton, North Shore Center for Performing Arts**

**Date : September 2 (Friday)**

5:00 PM – 7:00 PM	Executive Dinner	Monaco Ballroom DoubleTree by Hilton
7:30 PM – 9:15 PM	Opening Ceremony	Performing Arts Center Auditorium
9:15 PM – 10:00 PM	Opening Day Signature Presentation by the Host City	Performing Arts Center Auditorium
10:00 PM – 12:00 AM	Invited Artists Performances	Performing Arts Center Auditorium

**Location: North Shore Center for Performing Arts Auditorium**

**Date: September 3 (Saturday)**

5:00 PM – 8:00 PM	Local Organization Programs
8:00 PM – 8:15 PM	Host Organization Awards
8:15 PM – 9:00 PM	Local Organization Performances
9:00 PM – 9:07 PM	FOBANA Scholarship Awards FOBANA General Awards
9:07 PM – 9:10 PM	2023 Convention Flag Transfer to the BANT team (Dallas)
9:10 PM – 9:15 PM	Host City Awards
9:15 PM – 9:25 PM	FOBANA History Video
9:25 PM – 10:00 PM	Local Organization Performances
10:00 PM – 12:00 AM	Invited Artists Performances

**Location: North Shore Center for Performing Arts Auditorium**

**Date: September 4 (Sunday)**

5:00 PM – 9:00 PM	Local Organization Performances
9:00 PM – 9:10 PM	FOBANA History Video
9:10 PM – 9:40 PM	FOBANA Election Commission - Election Results - Oath Taking Ceremony
9:40 PM – 9:55 PM	FOBANA 2023 Flag Exchange Performances by the 2023 Host Organization
9:55 PM – 10:00 PM	Cultural Program Awards
10:00 PM – 12:00 AM	Invited Artists Performances

## Business and Investment Committee Report:



Mahbubur Rahman Bhuiyan, MBA  
Chairperson

This was a good year for the Business and Investment Committee. We have tried to complete the following the following things per our plan to uplift the FOBANA value & image to the global audience.

Create NRBA (Non-Resident Bangladeshi Americans) databases step one to prepare and maintain all professional NRB database globally.

Hold seminars at main Fobana Conference and/or elsewhere to keep the Global NRB inform about business & investment in Bangladesh & USA, and other similar activities.

Work together to assist the Fobana Conference Host Committee with any Business and Investment related activities, plan, and ideas that they plan to do at the Conference. If necessary, help them raising fund for the Seminars.

Arrange on site and/or virtual meeting, interview, and discussion forum for open communication, leading and guiding on NRB issues, liaising with Bangladesh Embassy and Government at home, liaise with the US and Bangladesh Business Council, and share information.

Arranging Global Business Network Lunch, one of the most important event, is completed. FOBANA 2022 Convention is taking place in Chicago, IL. FOBANA Convention 2022, being held in Chicago IL, is going to organize the Business Network Lunch at the 'The DoubleTree by Hilton', Chicago, IL on 3rd September 2022, at 12:30 pm.

It is a tradition FOBANA holds every year with the selected honorary guests from all over the globe to engage and network. The event intends to gather top-level business leaders and exclusive guests from Global NRB, Bangladesh, USA, and Canada. There are several special guests and dignitaries including Imran Ahmed MP, the Honorable Minister of Expatriates' Welfare and Overseas Employment, Sheikh Rahman, Georgia State Senator, M Shahidul Islam, Ambassador of Bangladesh to the USA, and Prof. Rtn. Masud A. Khan, Chairman of Better Bangladesh Foundation-BBF, Official partner of BIDA, Prime Minister's office.

**Mahbubur Rahman Bhuiyan**

Chairperson

Business & Investment Committee 2022

## Host Liaison Committee



**Duke Khan (GA)**  
Chairperson

This year Host Liaison Committee (HLC) worked tirelessly with FOBANA EC and the Host Committee. They assisted in the selection of guests and artists for participation in the FOBANA Convention in Chicago. However, the final decision was made by Host Committee.

HLC helps to set up meetings between EC and Host Committee and helps promote the convention and its materials, find sponsors, and overall works hard to make a successful convention. With visiting Bangladesh and various areas around the USA with media, journalists, and important individuals to gain their support and promote partnerships in our effort to implement FOBANA's mission and objectives.

HLC promoted FOBANA in a positive manner and dismisses any myths and rumors about FOBANA by participating in talk shows, interviews, press conferences, and round table discussions.

On the behalf of Host Liaison Committee, we wish for a successful FOBANA Convention in Chicago.

Sincerely,

**Duke Khan**  
Chairman,  
Host Liaison Committee  
FOBANA

Established in 1987

**FOBANA**®

## Women Empowerment Committee



**Ms. Nahida Naser Yasmin (Tx)**  
Chairperson

FOBANA Women Empowerment Committee Annual Report 2021-2022 It's an immense pleasure to inform about the continuation of empowering efforts by the FOBANA Women Empowerment Committee. As a thriving community Bangladeshis are leaving a remarkable footprint in all sectors of growth throughout North America. FOBANA has always extended relentless support for the community. WEC is one of the major limbs of FOBANA through which it paves the way towards prosperity for our community. There are immense potentials inside our women folks. Recognizing their talents and highlighting prominent and successful women figures is one of the main priorities through our journey. Encouraging and promoting women participation and leadership through informational meetings is another core activity we always perform. The ongoing support system for abused women and children through various network systems is always there in our priority list. Empowering women through educating them of their rights and encouraging them for financial independence is always there in our remedy list for preventing and addressing abuse and domestic violence. We have organized a lively zoom meeting on 8th March 2022 for celebrating women's day through informal cultural presentation and inspiring stories of achievement in various fields from the members of FOBANA Women Empowerment Committee, along with reassuring presence of FOBANA Chairperson Rehan Reza and Executive Secretary Masud Chowdhury. We have organized another very inspiring program on 17th July 2022 on the topics, like "Women and motherland", which has surely enhanced our endeavor for empowerment through belongingness to our dearest motherland. The recordings of both the programs were posted on our public facebook group so that all Bangladeshis in North America can watch it. We have arranged about 4/5 zoom meetings with all the members. It was a great opportunity to meet all the Women Leaders from NORTH America. We hope this committee will continue their work with FOBANA. We look forward to combining our power of enthusiasm for making FOBANA WEC more fruit bearing through connectedness throughout the US and Canada. Hope for a grand meeting at the 36th FOBANA Convention, 2022. - FOBANA WEC Team

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**Ms. Nahida Naser Yasmin (Tx)**  
Chairperson

## Legal Committee Annual Report



**Mohammad Alamgir**  
Chairperson

I am happy to report to you that the Legal Committee for 2021-2022 consisted of four reputable attorneys and several ex-chairmen all of whom provided very valuable input. All team members were very active and attended all scheduled meetings and contributed great insight to our work. We had three formal committee meetings and several informal meetings with attorneys only.

My team reviewed and rendered legal opinions of the Fobana members who were issued show cause notices and then expelled from Fobana. As the Legal Committee Chairman, I have consulted with Attorneys Eugene Williams, Alexander, Rubina Wadhwa and John Kapoor.

We wrote several cease and desist letters to the individuals and organizations who were using our trademarked Fobana name for collecting money and resources in the name of Fobana and destroying our reputation while also being involved in illegal activities against Fobana. Fobana Legal Committee had examined and reviewed all those expelled who were using Fobana and its trademark. They were found to be in violation of our constitution and bylaws. They were using TV, newspapers as well as other media to whom we also sent show cause notices. The Legal Committee is continuing to follow up with the process and exploring all legal options we have regarding these substantial violations.

We had several special tasks other than our scheduled work. Right after the formation of the Legal Committee, we had an introductory meeting where our chairman and secretary of EC was present and we discussed the course of the work that we will be doing with the guidance of EC.

Our first task was to review and follow up with the show-cause notice to send to those who had prima facie violations. The Legal Committee has worked very thoroughly and carefully, rendering an opinion of those violations and eventually the EC made the final decisions based on our findings and recommendations. The Legal Committee had several meetings where most of our committee members were present.

We are all honored to be in the Legal Committee having such dedicated members to assist Fobana with resolving all of its legal issues.

**Mohammad Alamgir**  
Chairperson  
FOBANA Legal Committee 2021-2122

## Health and Wellness Committee Report



**Nahida Ali Daisy**  
Chairperson

FOBANA Health and wellness Committee actively participated and executed its goals in 2022.

1. The Committee Members Provided Guidance And Recommendation On Healthy Living, Nutrition, Mental Health And General Wellness.
2. The Committee Researched With Health Experts From Different States And Agencies To Make A List Of Bangladeshi American Physicians Practicing In North America.
3. The Committee Researched And Published Useful Flyers For Prescription Drug Discount Program.
4. The Committee Hosted A Mental Health Awareness Webinar In June 2022 Spotlighting Depression And Anxiety In Bangladeshi American Community. Since Covid/school Shootings, The Incidence Of Depression And Anxiety Have Risen To The Highest Level In Our Community.
5. We Have Invited Healthcare Professionals, Physicians, Counselors Of Bangladeshi Origins To Join Fobana Health And Wellness Committee To Help Us Promote Awareness For The Important Issues Among Different Age Groups Of Bangladeshi American Population In North America.

### **Nahida Ali Daisy**

Chairperson

FOBANA Health and wellness Committee 2022.

## Cultural committee Report



**Pryalal Karmakar**  
Chairperson

Cultural committee has met few times and developed 4 Proposal and Criteria to add into the FOBANA Operating procedure, the proposal has reviewed by all cultural committee members, all EC members and approved on August 17, 2022 EC meeting with some modification request. Per the Suggestion of all committee member Executive officio, we may not implement and or enforced all of the rules and policy immediately for this upcoming Convention because of the short time, however, it will be following from next year.

The Cultural Team has developed a Template Form for Award Scoring form for Judges and Tabulating Sheet for Final Selection for Jury Board. Also, the team has created a process as how to complete these tasking from beginning to end. Sent out a notice to all active Paid Member organization and requested to submit their interest if they want to book for 10 minutes Cultural Slots Forwarded list of interested organization and their point of contact list to the Host Committee who has submitted their request Followed up with host committee make sure all organization got their cultural slots and made an schedule.

The 4 proposal were developed as follows:

1. Organizational Cultural Performance Slot Priority Criteria
2. Best Cultural Performance Organizational Award Nomination Criteria
3. Convention Cultural Quality Control
4. FOBANA Cultural Zone:

**Pryalal Karmakar**  
Chairperson

FOBANA Cultural committee Report 2022

## Annual Report of Membership Review Committee



**Nahidul Khan (Sahel)**  
Chairperson

This year, the membership review committee consisted of the following 13 members

1. Nahidul Khan. Chairperson
2. Rehan Reza. Member
3. M Mowla Dilu. Member
4. Masud Rob Chowdhury. Member
5. Dr. Muhammad Ali Manik. Member
6. Mahabub Rahim Reza. Member
7. Jashim Uddin. Member
8. Duke Khan. Member
9. Hasmat Mobin. Member
10. Shah Haleem. Member
11. Nahid Chowdhury Mamun. Member
12. Dr. Ahsan Chowdhury Hero. Member
13. Khaled Z Khan. Member

The membership review committee has had three meetings this year. They have prepared recommendations to EC to make some changes to the operating procedures under Article IV: Membership, Sections 2, 3, 9, and 16. As the membership committee chairperson, I, Nahidul Khan (Sahel), sent these recommendations to EC on May 18th and May 24th (at the time of the 4th EC meeting) for review and approval. Due to other emergent matters, EC could not put this agenda on the floor for review. I sent these recommendations again on August 12th for review and guidance at the EC meeting on August 18th.

In my opinion, membership compliance should be assigned to the joint secretary permanently so that we update the operating procedure accordingly. If you have any questions or comments, don't hesitate to contact me at 770-722-5369 or khannahidul@gmail.com.

I've attached the proposed recommendations with this report.

**Nahidul Khan (Sahel)**

Joint executive secretary

Chairperson

Membership Review Committee 2022



## Youth Forum Committee Report



**Mohin Uddin Dulal**

Chairperson

The FOBANA Youth Forum will bring an international understanding for North American Bangladeshi youth and allow them to connect with a network that spans across the world. FOBANA wants to bring first-generation Bangladeshi Americans in High School and College to develop leadership skills while discovering the power of service for others.

What do we do?

The FOBANA Youth Forum organizes at least two projects every year: one meant to help individual communities and the other that promotes international understanding.

How do I join?

Visit the FOBANA website: [www.fobanaonline.com](http://www.fobanaonline.com) and contact us to find out how to officially join.

Why should I join?

The FOBANA Youth Forum will allow you to:

- \* Connect with Bangladeshi Americans in your community and around North America
- \* Take action to help your Bangladeshi community and make a difference
- \* Discover a variety of international cultures intertwined with Bangladeshi's across the world
- \* Develop important leadership skills so you can become a leader in FOBANA one day
- \* Develop a greater international understanding of the world and help hone your knowledge on worldly events
- \* Have a distinguished role at annual FOBANA conventions
- \* And most importantly: have fun and learn more about the world and your culture

Together, we want to see a world where people unite and take action to create lasting change across the globe. We want to provide service to others, promote integrity, and advance world understanding and develop community leaders. We believe in our youth, the FOBANA Youth Forum can help bridge the gap between older and younger Bangladeshi generations for a greater international community.

**Mohin Uddin Dulal**

Chairperson

FOBANA Youth Forum Committee 2022

## Media & Public Awareness Committee



**Anthony Pius Gomes**  
Co-Chair

It was a pleasure working as the Co-Chair of the Media & Public Awareness Committee. FOBANA has been continuing its journey for the last 36 years and creating impact with its efforts to uphold the cultural heritage and instill the same among the young generations to carry on the legacy. FOBANA is also engaging with humanitarian activities helping the people at needs, especially during the disasters back home in Bangladesh. Happy to be a part of the FOBANA family.

On behalf of the Press & Public Awareness Committee, we have published reports and press releases on FOBANA activities here in USA as well as in Bangladesh to promote and create public awareness about FOBANA activities. We will continue our efforts in time to come.

FOBANA has walked a long way and carrying on its history and legacy. Now is the time to develop the young leadership and FOBANA will continue its efforts to engage with the young generation in time to come. We will carry on its glorious journey down the line and make a difference in our communities across North America.

Thanking you very much.

Sincerely,  
**Anthony Pius Gomes**

Co-Chair

Media & Public Awareness (2021-2022)

Established in 1987  
**FOBANA**®

## Award Committee Report



**Jashim Uddin**  
Chairperson

Each year FOBANA Prestigious awards are given to 3 categories. Due to certain circumstances, the award Committee had very little time to select nominees for each category. The Committee members met and decided to give an outstanding service award to Mr. Abubokor Hanip for his contributions to FOBANA and Bangladeshi communities. He has given his time, actions, dedication, and financial support to the communities. He is the first Bangladeshi American entrepreneur who established IGLOBAL University and is also the founder of People N Tech.

Committee Members:

**Jashim Uddin**

Chairman

Award Committee 2021-2022

**Members:**

Rehan Reza, Masud Rob Chowdhury, M Mowla Dilu, Mahabub Reza Rahim, Golam Faruque Bhuiyan

Established in 1987  
**FOBANA**®

## FOBANA HISTORY (1987-2022) 36 YEARS OF PROUD HERITAGE

### 1. WASHINGTON D.C.

Host: Bangladesh Association of America,  
Washington D.C.  
Date: October 31, November 1, 1987  
Venue: World Bank H Building Auditorium  
Chairperson: Iqbal Bahar Chowdhury/Rashida Alam  
Secretary: Wahed Hossaini

### 2. NEW YORK

Host: Bangladesh Society of New York & Bangladesh  
Society of New Jersey  
Date August 27 & 28, 1988  
Venue : Thomas Edison Vocational High School  
Auditorium  
Convener : Dr. M Yusuf  
Member Secretary : Syed Tipu Sultan

### 3. BOSTON

Host : Bangladesh Association of New England  
Date September 1-2, 1989  
Venue : Kresge Auditorium, MIT  
Convener : Prof. A.K. Abdul Momen  
General Secretary: Prof. Nasir Ahmed

### 4. DALLAS

Host : Bangladesh Association of North Texas &  
Bangladesh Association of Houston  
Date : September 1-2. 1990  
Venue : Dallas Convention Center  
Convener : Abul Kalam  
Member Secretary Abdullah Hasan

### 5. NEW YORK

Host : Bangladesh Society of New York  
Date : November 30, December 31. 1991  
Venue : P.S. 131 Jamaica, New York  
Convener : Awlad Hossain  
Member Secretary : Dr. Moinul Islam Miah

### 6. CHICAGO

Host : Bangladesh Association of Chicagoland  
Date : September 5-6, 1992  
Venue Northeastern Illinois University  
President : Dr. Mohammad Sirajullah  
Executive Secretary : Zafar S. Ashraf

### 7. TORONTO

Host : Bangladesh Association of Toronto  
Date : September 4 -5 , 1993  
Venue: Skyline Airport Tower & Hotel  
Convener: Shamsul Huda

### 8. NEW JERSEY

Host : Bangladesh Society of New Jersey  
Date September 2-4, 1994  
Venue : Brunswick Hilton & Tower  
Convener : Dr. Siddiqur Rahman  
Executive Secretary: Mir H. Chowdhury

### 9. MONTREAL

Host : International Society of Bangladesh &  
Bangladesh Association of Quebec  
Date : September 1-3, 1995  
Venue : Sheraton Laval Convention Center  
Convener: Dr. Abu Lais Sher  
Secretary: Masum Rahman / Niranjana Sarker

### 10. FLORIDA

Host: Bangladesh Association of Florida  
Date: August 30 September 1, 1996  
Venue: Hyatt Regency Hotel, Miami  
Convener: Dr. Abdus Sattar Khan  
Member Secretary: Rashid A Sheikh

### 11. LOS ANGELES

Host: Bangladesh Association of California  
Date: August 29-31, 1997  
Venue: Burbank Airport Hilton  
Convener: Dr. Zainul Abedin  
Executive Secretary: Duke Khan  
FOBANA History (1987-2020)

### 12. NEW YORK

Host: Bangladesh Society of New York  
Date: September 1-3, 1998  
Venue: Madison Square Garden  
Convener: M. Akhtar Hossain  
Member Secretary: M. Hossain Khan

### 13. ATLANTA

Host: Bangladesh Association of Georgia  
Date: September 3-5, 1999  
Venue: North Atlanta Trade Center  
Convener: Mintu Rahman  
Member Secretary: Abu Liakat Hossain

## FOBANA HISTORY (1987-2022)

### 14. NEW YORK

Host: Bangladesh League of America, NY. Inc.,  
Date: September 1-3, 2000  
Venue: Madison Square Garden  
Convener: Rani Kabir  
Acting Convener: Emad Chowdhury  
Member Secretary: Bedarul Islam Babla  
Chief Coordinator: Saidur Rabb

### 15. MONTREAL

Host: Bangladesh Association of Montreal  
Date: August 31 September 1-2, 2001  
Venue: Renaissance Hotel  
Convener: Mokbul Hossain Mukul  
Member Secretary Iqbal Kabir

### 16. DALLAS

Host: Bangladesh Association of North Texas  
Date September 1-3, 2002, Venue: Dallas Expo  
Center  
Convener: Nurul Amin Chowdhury  
Member Secretary: Hashmat Mobin

### 17. DETROIT

Host: Bangladesh Association of Michigan  
Date: August 29-31, 2003  
Venue: Detroit Opera House  
Convener: Akikul Hoque Shamim  
Joint Member Secretary: Kamrul Huda Russel &  
Shafqat Chaudhury

### 18. WASHINGTON D.C.

Host: Bangladesh Association of America, Inc. (BAAI)  
Date: September 3-5, 2004  
Venue: Dulles Expo Center, Chantilly, Virginia  
Convener: M. Abu Solaiman  
Member Secretary: Golam M. Farooque

### 19. FLORIDA

Host: Bangladesh Foundation of Florida  
Date: Labor Day Weekend, September 2-4, 2005  
Venue: Radisson Plaza Hotel & Convention Center,  
Miami  
Convener: Shameem G. Khan  
Member Secretary: Atiqer Rahman

### 20. ATLANTA

Host: Bangladesh Association of Georgia  
Date: Labor Day Weekend, September 1-3, 2006  
Venue: Cobb Galleria Centre, Atlanta, GA  
Convener: Jashim Uddin  
Member Secretary: Mohammed Arefin Babul

### 21. KANSAS

Host: Midcontinental Bangladesh Association &  
Bangladesh Association of Greater Kansas City  
Date: Labor Day Weekend, August 31-September 2, 2007  
Venue: Century II Convention Center, Wichita, KS  
Convener: Rabiul Karim Belal  
Member Secretary: Rehan Reza

### 22. DALLAS

Host: Bangladesh Association of North Texas (BANT)  
Date: July 4th Weekend, July 3rd, 4th and 5th, 2008  
Venue: Dallas Convention Center Theatre Complex,  
Downtown Dallas, Texas  
Convener: Hashmat Mobin  
Member Secretary: Sarwar Kamal

### 23. HOUSTON

Host: Bangladesh Association, Houston  
Date: July 4th Weekend, July 2nd, 3rd, and 4th, 2009  
Venue: George R. Brown Convention Center,  
Houston, Texas  
Convener: Afzal Ahmed  
Member Secretary: Azadul Haq  
FOBANA History (1987-2020)

### 24. LOS ANGELES

Host: Bangladesh Academy of Performing Arts  
Date: July 4th Weekend, July 2nd, 3rd, and 4th, 2010  
Venue: Pasadena Convention Center, Los Angeles,  
California  
Convener: Zahid Hossain  
Member Secretary: Tawfiq Khan

### 25. NEW JERSEY

Host: Bangladesh Association of New Jersey  
Date: July 1-3, 2011  
Venue: Meadowlands Exposition Center, Secaucus,  
New Jersey  
Convener: Mir Chowdhury  
Member Secretary: Nahid A Chowdhury

## FOBANA HISTORY (1987-2022)

### 26. FLORIDA

Host: Bangladesh Foundation of Florida  
Date: August 31, September 1-2, 2012  
Venue: Broward County Convention Center, Fort Lauderdale, Florida  
Convener: Atiqer Rahman  
Member Secretary: Mujib Uddin

### 27. ATLANTA

Host: Bangladesh American Association of Georgia  
Date: August 30, September 1, 2013  
Venue: Cobb Galleria Centre, Atlanta, Georgia  
Convener: Duke Khan  
Member Secretary: M Mowla Dilu

### 28. LOS ANGELES

Host: Bangladesh Association of California  
Date: August 29-31, 2014  
Venue: Marriott Burbank Airport Convention Center  
Convener: Dr. Zainul Abedin  
Member Secretary: Belal Mustafa Syed

### 29. NEW YORK

Host: Bangladesh League of America  
Date: September 4,5,6, 2015  
Venue: York College Campus, City College of New York  
Convener: Bedarul Islam Babla  
Member Secretary: Zakaria Chowdhury

### 30. WASHINGTON DC

Host: Bangladesh Association of Greater Washington DC  
Date: September 2, 3, and 4, 2016  
Venue: Sraton Pentagon Hotel  
Convener: ATM Alam  
Member Secretary: Nurul Amin Nuru

### 31. FLORIDA (2017)

Host: Bangladesh Association of Florida  
Date: October 6,7,8, 2017  
Venue: Hyatt Regency Miami, Florida  
Convener: M. Rahman Zahir  
Member Secretary: Ali Ahmed Ashraf

### 32. GEORGIA (2018)

Host: Bangladesh American Association of Georgia  
Date: July 26, 27, and 29, 2018  
Venue: CNN Convention Center, Atlanta, Georgia.  
Convener: Jashim Uddin  
Member Secretary: Nahidul Khan (Sahel)

### 33. NEW YORK (2019)

Host: Drama Circle  
Date: August 30, 31, and September 1, 2019  
Venue: Nassau Coliseum, Long Island, NY  
Convener: Nargis Ahmed  
Member Secretary: Abir Alamgir

### 34. VIRTUAL (2020)

Host: FOBANA Executive Committee  
Date: November 28-29, 2020  
Venue: fobana.tv  
Chairperson: Shah Haleem  
Executive Secretary: Ahsan Chowdhury Hero

### 35. WASHINGTON DC

Host: American Bangladesh Friendship Society (ABFS)  
Date: November 26-28, 2021  
Venue: Gaylord National Resort & Convention Center, Maryland.  
Convener: ZI Russel, Co-Convener: Ms Parveen Patwary  
Member Secretary: Shibir Ahmed.

### 36. CHICAGO, IL

Host: Bangladesh Association of Chicagoland (BAC)  
Date: September 2-4, 2022  
Venue: North Shore Center for The Performing Arts, Chicago, IL  
Convener: Maqbul M. Ali  
Executive Secretary: Syed Ahsan



## Constitution and ByLaws

### ARTICLES OF INCORPORATION FEDERATION OF BANGLADESHI ASSOCIATIONS IN NORTH AMERICA (FOBANA)

#### Article I: Name

Section 1: The name of the corporation shall be **FEDERATION OF BANGLADESHI ASSOCIATIONS IN NORTH AMERICA**. The abbreviated name shall be **FOBANA**.

#### Article II: Definition of the Organization

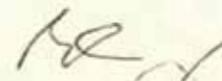
Section 1: **FOBANA** shall be a non-profit, non-political, non-religious and non-discriminatory corporation which was established in 1987.

Section 2: **FOBANA** shall be organized exclusively for one or more of the purposes as specified in Section 501 (c)(3) of Internal Revenue Code, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501 (c) (3) of the Internal Revenue Code.

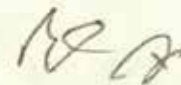
#### Article III: Goals and Objectives

Section 1: The objectives of **FOBANA** shall be but not limited to:

- Organize periodic Bangladesh Convention in North America. This period shall be determined by the Operating Procedures of the Corporation.
- Assign responsibility and provide guidance to a member organization to organize convention in North America.
- Organize activities to create awareness to help fight discrimination and prejudice against people of Bangladeshi origin in North America.



- d. Strengthen ties between North America and Bangladesh.
- e. Be the central contact point of Bangladeshi organizations in North America.
- f. Promote ethnic Bangladeshi culture enriching the multiethnic traditions of the communities living in North America.
- g. Work towards protecting interest of people of Bangladeshi origin especially women, seniors and alumni and assist them on social issues through member organizations.
- h. Promote participation of youths in social, cultural, educational and scientific activities in North America and Bangladesh. Encourage and assist the youths for future leadership role.
- i. Promote and assist NRB Investment and business opportunities in USA, Canada and Bangladesh.
- j. Promote charitable activities and conduct such programs, but not limited to, the power to accept money or property, whether real or personal, or any interest wherever situated and making of distributions to organizations that qualify as exempt organization under Section 501 (c) (3) of the Internal Revenue Code of 1954 or the corresponding provision of any future United States Internal Revenue Law.
- k. No substantial part of the activities of this corporation shall consist of carrying on propaganda, or otherwise attempting to influence legislation (except as otherwise provided by Section 501 (h) of the Internal Revenue Code), and this corporation shall not participate in, or intervene in (including the publishing or distribution of statements), any political campaign on behalf of, or in opposition to, any candidate for public office.
- l. No part of the net earnings of this corporation shall inure to the benefit of, or be distributable to, its members, directors, officers, or other private persons, except that this corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make distributions in furtherance of the purposes set forth in these articles.
- m. Notwithstanding any other provision of these articles, the corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from federal income tax under Section 501 (c) (3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or (b) by a corporation, contributions to which are deductible under Section 170 (c) (2) of the Internal Revenue Code, or the corresponding section of any future federal tax code.
- n. All references to sections of the Internal Revenue Code shall include such sections as of the date hereof and the corresponding section of any federal tax code.





## Article IV: Membership

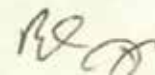
- Section 1: The Corporation shall have members who subscribe to the above objectives and abide by the provisions of the Articles of Incorporation and the Operating Procedures of the corporation, and pay membership dues.
- Section 2: Members shall have the right to vote, contest elections, and hold office.
- Section 3: The Corporation reserves the right to deny membership to any organization who is considered to have not met the requirements outlined in the Articles of Incorporation and the Operating Procedures of the Corporation or have been involved in any activity detrimental to the Corporation's interest.

## Article V: Organization

- Section 1: The General Body of the corporation shall meet at least once a year to elect the officers of the Executive Committee following the guidelines outlined in the Operating Procedures of the Corporation.
- Section 2: The Executive Committee of the Corporation shall include at least 21 but no more than 25 members as the Office Bearers. There shall be one (1) Chairperson, one (1) Vice Chairperson, one (1) Executive Secretary, one (1) Joint Executive Secretary, one (1) Treasurer, (7) seven Outstanding Members, and at least (9) nine, but no more than (13) thirteen Member Organizations.

## Article VI: Management

- Section 1: The Executive Committee shall manage the activities and affairs of the corporation. The activities and business of the corporation shall be managed and conducted in accordance with the Operating Procedures of the Corporation, provided the procedures are not inconsistent with the provisions of these Articles of Incorporation or contrary to the Laws of the USA or Canada.
- Section 2: Detail explanation of terms mentioned in the Constitution shall be provided in the Operating Procedures of the Corporation. If a detail explanation is not provided for a particular term, then the decision taken by a simple majority of the Executive Committee shall prevail.
- Section 3: The office bearers of the Executive Committee shall be responsible for the preservation and safe keeping of basic documents pertaining to the corporation and for maintaining books of minutes and other operational records.



**Section 4:** The FOBANA general body shall elect host organization for FOBANA convention. In the case of the emergency or unavoidable circumstances or inability of the host elect organization, FOBANA Executive committee shall elect a new host organization or itself for the FOBANA convention.

**Article VII: Amendment Process**

**Section 1:** The constitution can be amended by following the guideline stated in the Operating Procedures of the Corporation.

**Article VIII: Indemnification**

**Section 1:** The corporation shall indemnify any member of the Executive Committee, Office bearer, former member of the Executive Committee or any person who may have served at its request against expenses actually incurred by him/her in connection with the defense of any action, suit or proceeding in which he/she is made a party by reason of being or having been such member or office bearer, except in relation to matters as to which he/she shall be adjudged in such action, suit or proceeding to be liable for negligence or misconduct in the performance of duty.

**Article IX: Tenure**

**Section 1:** The tenure of the Executive Committee shall end on the day of the termination of FOBANA Convention immediately after the new committee is sworn in and take over the charge from the outgoing Executive Committee.

**Section 2:** The tenure may be extended depending on the hosting of FOBANA Convention.

**Section 3:** The fiscal year of the corporation shall be from January 1 to December 31.

**Article X: Dissolution of the Organization**

**Section 1:** Upon the dissolution of this corporation, its assets remaining after payment, or provision for payment, of all debts and liabilities of this corporation shall be distributed for one or more exempt purposes within the meaning of Section 501 (c) (3) of the Internal Revenue Code or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by a court of competent jurisdiction of the county in which the

principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said court shall determine which are organized and operated exclusively for such purposes.

**Section 2:** Provisions for the regulation of the internal affairs and the distribution of the final assets upon dissolution of the corporation shall be set forth in the Operating Procedures of the Corporation.

**Article XI: Address**

**Section 1:** The address, including street and number of the initial registered office of the corporation is 1090 Vermont Avenue, N. W., Suite 190, Washington, DC 20005 and the name of the initial registered agent at such address is National Registered Agents, Inc.



## Witnesses

We, the following members of the FOBANA hereby sign as witness to this historic document.

Name	Signature
BEDRUUL ISLAM RAHMAN	
Duke Khan	
Masbun M. Ali	
Rabind Karim Beldi	
Bashir Ahmed	
Aliqver Rahman	
Mujib Uddin	
KHALED AHMED ROUF	
RUBEL CHOWDHURY	
Shah Saleem	
Mahmud Musharaf Hussaini (BAAT)	
ALIF AHMED AHMAD	
JASHIM UDDIN (Bangladeshi American Association of WA)	
MAHAMUD RAHMAN (Bangladesh Association of WA)	
MOHAMMED MOWLA BILU	
Rabul Chowdhury (Shahin)	
Iqbal Ahmed	
ZAHID HOSSAINI	
JANET BISWAS (	

## Witnesses

We, the following members of the FOBANA hereby sign as witness to this historic document.

Name	Signature
Mir H. Chowdhury	
Lolam Faroque Dhuy (BAN)	
Dr. FARUQUE AZAM (ISTA, President)	
SHAH MOJAMMEL (BCC) President of Bangladesh Community of Chesapeake	
MUSHARRUF SHAH (BCC) (BCC) musharrufe@gmail.com	
NAHIDA NASER Yasmin (BAH) Nahida nasyamin	
RANA WADUD (BANT) Ranawadud	
HASHMAT MOBIN (Outstanding)	
AZADUL HAQ	
Mahabub Reza Rahim	
AHSAN CHOUDHURY	
SARKEE Hasan	
Obayedur Khan Bangladesh Association of Southwest Florida	
ZAHID REZA BANGLA INSTITUTE OF PERFORMING ARTS & MEDIA	

BOB

## Memorandum Of Understanding "The Houston Accord"

June 8, 2013, Houston, TX

We, the undersigned agree to the following:

1. That effective as of June 8, 2013 FOBANA will be declared as united.
2. That there will be only one FOBANA convention this year and all of us will join the 27<sup>th</sup> FOBANA convention also known as FOBANA 2013 to be held in Atlanta, GA from August 30-September 1, 2013. There will be no concurrent FOBANA convention in another venue this year but a consecutive FOBANA convention in Los Angeles, CA in 2014.
3. That on principle we will support the host organization from Los Angeles for their effort to host the FOBANA 2014 in LA. We agree that we will cast our personal votes for the host organization from Los Angeles if there is any election and we will pursue others to vote for them.
4. That the host organization will follow the due process and guidelines as stated in the governing document of the organization.
5. That both the Central Committee and the Steering Committee will remain unchanged till the general body meeting to be held at FOBANA 2013. During the general body meeting a new Executive Committee will be formed for the next term. Till then both committee will work together.
6. That all incoming organizations will follow the due process and go through the review process. However, they will not be considered as new organizations and will have voting power.
7. That both committees will explore how to combine and come up with one governing document.



8. That all media and press releases will go through a review process by both the Central Committee and Steering Committee or by a media committee having representation from both committees.
9. That this accord is binding upon the Central and Steering Committee.

We sign below on our own will on the Eighth day of Sixth month of the Christian year of Two Thousand and Thirteen.

Rehan Reza

Mohammed Alamgir

Mahmud Musarraf Hossain

Qudrot E Khuda

Azadul Haq

Dr. Zaimul Abedin

Mir Chowdhury

Babul Hai

Duke Khan

MD Nuron Nabi

Maqbul Ali

Mahabub Reza Rahim

Hashmat Mobin



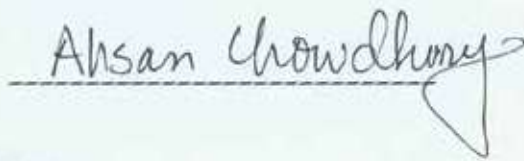
Rabiul Karim Betal



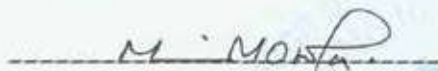
Jashim Uddin



Ahsan Chowdhury



M Mowla Dilu

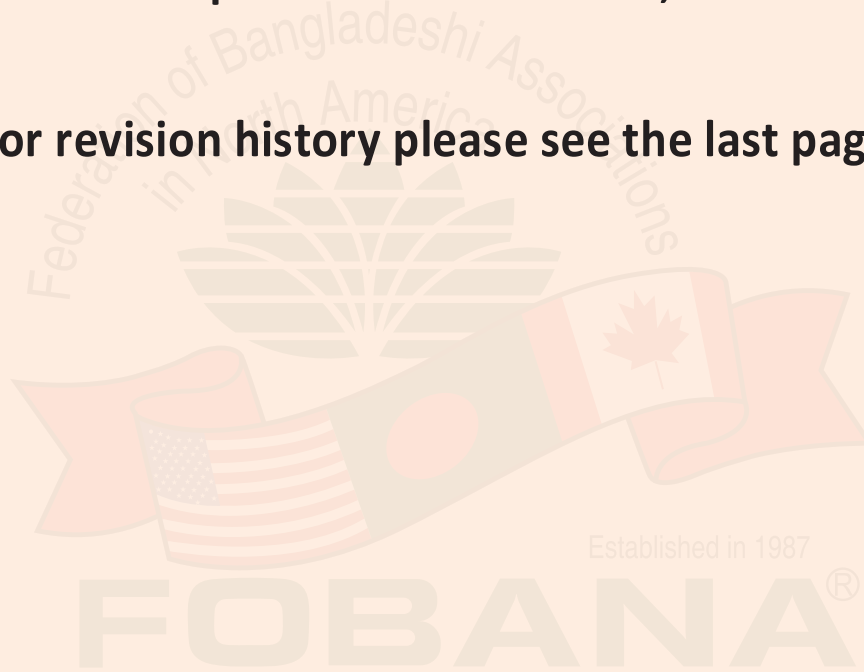




# Operating Procedure of FEDERATION OF BANGLADESHI ASSOCIATIONS IN NORTH AMERICA (FOBANA)

**Last Updated: December 08, 2021**

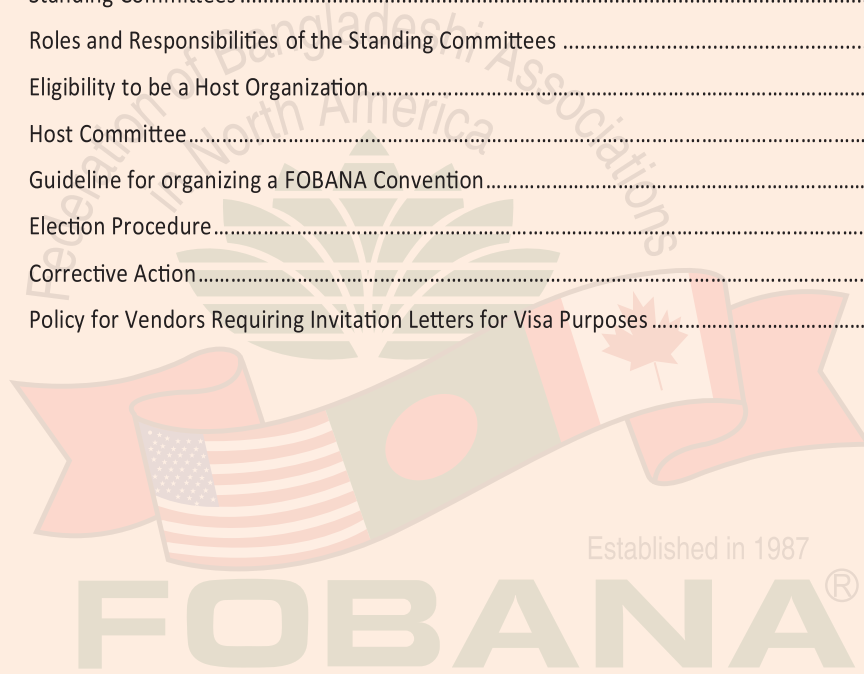
**For revision history please see the last page**





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**Article I: Geographical Location**

Section 1: FOBANA shall be a North America wide organization. It shall not be limited to a particular state, province or city. The mailing address of the Registered Agent, Chairperson or any of the authorized Office Bearers can be used as the permanent address for official business.

**Article II: The Business and Fiscal Year**

Section 1: The business year of the FOBANA shall be from one FOBANA convention to the next FOBANA convention.

Section 2: The fiscal year of the FOBANA shall be from January 1 through December 31.

**Article III: Organization**

Section 1: The General Body:

- a) The General Body of FOBANA shall consist of all member organizations in good standing and all individual members of the Executive Committee.
- b) The General Body shall meet at least once a year.
- c) The General Body of Members shall have the authority to modify or annul any decision made by the Executive Committee.

Section 2: The Executive Body:

- a) The Executive body of FOBANA shall consist of no more than 31 (Thirty-one) members and shall be called the FOBANA Executive Committee.
- b) One Canadian member organization is guaranteed to hold an EC seat uncontested provided they meet all other membership eligibility requirements. In case of more than 1 Canadian organization willing to contest, they need to participate in regular Executive Member Organization election and the highest voted Canadian organization among them will be selected to hold the seat
- c) There shall be 1 (One) Chairperson, 1 (One) Vice Chairperson, 1 (One) Executive Secretary, 1 (One) Joint Executive Secretary, 1 (One) Treasurer, 9 (Nine) Outstanding Members and 17 (Seventeen) Member Organizations as the Office Bearers.
- d) The Chairperson, Vice-Chairperson, Executive Secretary, Joint Executive Secretary, Treasurer, 9 (Nine) Individual members (respected individuals who have outstanding contributions to FOBANA) and up to 17 (Seventeen) members representing FOBANA Member Organizations shall be elected each year by the General Body of FOBANA.
- e) The head of the member organization or his/her representative shall represent the organization in the Executive Committee.
- f) Each member representing an organization shall be elected for a period of one year. If the person's term of office (in his/her organization) expires, the person replacing the outgoing person in that office shall complete the rest of the one-year term.
- g) The outgoing Chairperson and Executive Secretary shall automatically become members of the FOBANA Executive Committee as outstanding members in the following year.
- h) The Convener and Member Secretary of the current FOBANA convention shall automatically become members of the FOBANA Executive Committee as outstanding members in the following year provided the individual remained a member of the Executive Committee for at least two (2) years. However, they shall not be qualified to run as Chairperson or Member Secretary in that year.
- i) The term of office bearers shall be for one year.

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- j) The top five positions of the Executive Committee that include Chairman, Vice Chairman, Executive Secretary, Joint Secretary and Treasurer shall be eligible to run for second term for their office. This privilege shall be limited to 2 consecutive years. If any candidates running for second term, he or she must declare his or her intent 45 days prior to the Election Commission appointed by the Executive Committee .
- k) Any Outstanding Member shall not be eligible for running for the same position beyond 2 consecutive years.
- l) Any member organization who served FOBANA as the Executive Member Organization three (3) consecutive terms in a row cannot participate on the EC election on the fourth (4<sup>th</sup>) term as a candidate for the Executive Member Organization. However, no restriction is applicable to those member organizations who hosted FOBANA convention in the past and can participate on the EC election regardless of the number of consecutive years they served in a row. All member organizations must be elected through the FOBANA annual election process.
- m) The Executive Committee shall meet at least once a year. The presence of one-third members shall make a quorum.
- n) The Executive Committee shall form as many committees as required in order to carry out the function of FOBANA.
- o) Each committee shall have a Chairperson who shall report to the Executive Committee upon completion of the task or as directed otherwise.
- p) The Executive Committee shall assign its members the roles and responsibilities to manage each functional area identified in the By-Laws.
- q) Elected host organization shall automatically become a member of the FOBANA Executive Committee out of 17 (Seventeen) member organizations.
- r) An individual can't represent more than one organization in EC. But he or she can occasionally cast proxy vote for another EC member in his or her absence.

### Section 3: The Advisors

- a) There shall be at least 3 Advisors to be nominated and selected by the Executive Committee for a term of one year.
- b) Individuals who have made an excellent contribution to FOBANA in the past and/or served FOBANA shall be eligible for this position provided both EC and Advisory agrees and approves the individual
- c) All ex-chairpersons of FOBANA will have an option to be automatically selected as Advisors after serving one year as outstanding members. This will not be valid for any chairperson or persons designated as "persona non grata".
- d) The Advisors shall provide advice and guidance to the Executive Committee and ensure participation in meetings as needed basis.
- e) The responsibilities shall include but not limited to, involve on broader aspects relative to legal matters, hearing grievances and conflict resolution, and mediate variances.
- f) The Advisors shall avoid any conflicts and direct participation in the election process or its operational matters.
- g) Advisors shall have no voting rights, shall not openly support any candidate and shall not influence the election. However, if an Advisor represents an organization, then the Advisor shall be entitled to all the rights and privileges including voting rights. In that special case, the Advisor will be requested to resign from the post of the Advisor.

### Section 4: A member shall not be eligible for election as the Chairperson or Executive Secretary if he or she holds any Executive Office or Title of any political party from Bangladesh or under any local or other authority subject to

the control of any of the said party in USA or Canada.

**Article IV: Membership**

- Section 1: FOBANA shall be an organization of organizations. Individuals cannot be a member of FOBANA.
- Section 2: Except those organizations prohibited in the Articles of Incorporation, any organization may apply for membership of FOBANA. In addition to the above, no political, religious, regional, business, charity, privately held foundation or company shall not qualify to be a member. FOBANA, however, may offer non-voting Associate or student membership to organizations that may have a positive impact towards the common goal of the organization.
- Section 3: Prospective member organization must have at least 50 documented members on file when applying for membership. Proof of this could be a written list of members' names, an online video, a photo of a meeting or event showing members.
- Section 4: Prospective member organization must elect their officials democratically. Proof of this could be a written list of members' names, an online video, a photo of a meeting or event showing members.
- Section 5: Prospective member organization must be involved in community activities serving people of Bangladeshi origins in North America.
- Section 6: Membership application, in prescribed form, must be submitted to the Executive body of FOBANA.
- Section 7: The membership application must be recommended by at least one-member organization of FOBANA. This can be waived by the Membership Reviewed Committee if they can verify it verbally.
- Section 8: The application must be submitted at least thirty days (30) before the scheduled meeting of the General Body of FOBANA or before any other deadline decided by the Executive Committee.
- Section 9: Membership application shall accompany application fee and yearly dues.
- Section 10: The application fee shall be non-refundable.
- Section 11: The amount of application fee, membership dues and late fee charge shall be decided every year at the annual general meeting of the General Body. In case no decision was taken, the charges of the immediately previous year shall prevail. The late fee for EC members is \$50.00 and it will be effective from the beginning of the current tenure. Top 14 executives (5 (five) Officers and 9 (nine) Outstanding Members) must pay \$200.00 nomination fee. The nomination fee for the Executive Organization Membership is \$100.00.
- Section 12: The Executive Body or its duly appointed subcommittee shall examine the application and if no irregularities are found, it shall recommend to the Executive Body to accept the membership.
- Section 13: In case any objection is raised at the Executive Body, it shall be placed for review by the General Body and the majority members' decision shall be accepted.
- Section 14: In case a membership application is not accepted, the General body shall, through the Chairman of FOBANA, inform the organization explaining the reason for denial. Membership dues shall be refunded but not the application fee.
- Section 15: When membership application is accepted by the General Body, the organization shall become a member of FOBANA beginning the next business year.
- Section 16: Yearly membership dues must be paid in advance. For example - membership dues for the year 2006 must be paid by November 30, 2005. If not paid by November 30, the membership shall be suspended beginning January 1. However, the membership can be renewed by March 31, but a late fee charge shall be applied. If the membership is not renewed by March 31, the membership of the organization shall automatically be canceled. The organization shall have to apply as a new member.
- Section 17: A suspended member shall not have any privilege such as to participate in the organizational matter including exercising the right of vote in any decision making.

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- Section 18: An organization may withdraw its membership by a written request signed by majority members of the Executive Body of the membership organization.
- Section 19: An organization that withdrew its membership may apply again. However, it shall be considered as a new applicant.
- Section 20: No two member-organizations shall have the same name.
- Section 21: In the case where a member organization breaks up and two or more parties claim to be the inheritance of the parent organization, the head of the organization immediately before the break up shall identify the inheritance of the parent organization. To become a member of FOBANA, the other party or parties must come up with a different, not confusing name and shall have to apply as a new member.

### **Article V: Voting Rights**

- Section 1: Only member organizations in good standing shall be allowed to vote. The Membership Review Committee shall submit the list of potential voting members to the Executive Committee at the last EC meeting. The EC then shall finalize and approve the list. The Election Commissioner or Committee shall not have the right to make any changes to this list.
- Section 2: New member organizations shall not be allowed to vote in the first two (2) years of their membership period. New members can vote on third (3<sup>rd</sup>) year. This must be in compliance with section 2a, 2b and 2c of Article III of the Operating Procedure.
- Section 3: An organization must be a member in the immediate past two years to be eligible to vote.
- Section 4: To be eligible to vote, each member organization must fulfill the following conditions:
- a) Need to organize at least one successful socio-cultural community event in the last year. The event must be non-political, non-religious, non-profit, open to the general public and have large enough audience.
  - b) The organization must have a current operational bank account in North America.
  - c) Submit proof of the above two requirements to the Membership Review Committee for its review and approval.
- Section 5: Each EC member shall have an individual vote, but then they shall not be allowed to cast another vote as the head or a representative of a member organization. In that event, there has to be another person voting for it who has written authorization and met the approval of the Election Commissioner.
- Section 6: The following rules shall apply for registration:
- a) The FOBANA EC shall determine the amount of registration fee for the participating organization(s) each year to enable them to perform cultural program on the stage of the convention.
  - b) The participating organization(s) shall be required to register with the Host Committee on a prescribed form indicating their interest to perform on the stage of the convention. The registration fee must be paid directly to the EC within established time frame. The EC will provide the Host Committee a complete list of the registered organizations along with the amount of registration fee so collected 15 days prior to hosting the Convention.
  - c) A valid member organization must also pay the registration fee to the EC to be eligible to vote in the AGM even if their organization decides not to perform.

### **Article VI: Authority**

- Section 1: The General Body of FOBANA, consisting of its members, shall have the authority to remove any or all the

members, including office bearers of the Executive Committee by a resolution of vote of no - confidence passed by 2/3 (Two-thirds) majority of members present at the meeting or by 2/3 (Two-thirds) majority of members in a mail ballot or by resolution adopted by a 2/3 (Two-thirds) majority of members present at a Special General Meeting called for the purpose. Special General Meeting could be arranged via teleconference. However, impeachment, ousting or abolishment of the entire Executive Committee can only be done in a face to face general meeting.

- Section 2: The Executive Committee shall have the right to revoke the privilege of the Host Organization to host the annual convention and override the decision taken at the annual general meeting if the Host Organization does not adhere to the guideline set forth in the By-Laws for preparing for the convention.
- Section 3: The authority of the Host Organization or Host Committee shall be limited to organizing the annual convention as defined in the By-Laws.
- Section 4: The decision taken by the simple majority of the Executive Committee members shall have the final authority on any areas not explicitly mentioned in the Constitution or By-Laws.

**Article VII: Annual Meeting**

- Section 1: There shall be at least one FOBANA General Body meeting.
- Section 2: The simple majority of the member organizations (not a number of persons representing various organizations) shall make the quorum.
- Section 3: The following businesses shall be conducted at the Annual General Body Meeting:
- a) Review the activities of the past year.
  - b) Review the audited financial report of the past year
  - c) Elect Officers for the following year
  - d) Elect Host Organization for the next FOBANA Convention
  - e) Miscellaneous matters included in the agenda
  - f) Any other matters from the floor
- Section 4: Proxy: Any member of a decision-making body such as FOBANA EC may delegate his or her voting right to any member of the "same body" to vote in his or her absence. As such, no member of FOBANA EC can designate another member from outside FOBANA EC to attend and vote during his or her absence during AGM or any EC meetings or teleconferences.

**Article VIII: Amendment Process**

- Section 1: Amendments to the Article of Incorporation shall be jointly proposed in writing by at least two (2) member organizations and submitted to the Executive Committee at least forty-five (45) days in advance. Requests from an individual or single member organization shall not be entertained.
- Section 2: Any amendments to the Articles of Incorporation shall require the consent of a simple majority of the General Body of FOBANA and/or two-third (2/3) members of the Executive Committee.
- Section 3: Amendments to the By-Laws may be proposed by any single member organization of FOBANA and must be submitted to the Executive Committee at least thirty (30) days prior to the yearly general meeting or Executive Committee Meeting or teleconference.
- Section 4: Any amendment to the By-Laws shall require a simple majority of the General Body of FOBANA or members of the Executive Committee.
- Section 5: Any amendments to the Operating Procedure shall require only the simple majority of the Executive Committee and that can also be accomplished via teleconference calls and/or e-mails.

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Section 6: All amendments to the Operating Procedure approved by EC throughout its tenure need to be presented at the AGM for notification to the General Body of FOBANA and their approvals.

### **Article IX: Activities**

Section 1: The main activity of the FOBANA shall be, but not limited to, hold an annual convention.

Section 2: The FOBANA shall either itself host the annual convention or give the responsibility to one of its member organizations to host the convention. The practice should be to choose an organization to be the host of the convention.

Section 3: FOBANA shall promote and uphold the interest of the Bangladeshi Community in North America.

Section 4: FOBANA shall conduct continuous fundraising program as **FOBANA Emergency Disaster Relief Fund (FEDRF)**. The goal of this program is to collect money exclusively for FEDRF throughout the year for FOBANA to be able to quickly help any humanitarian emergency disaster situation any time in the community.

FOBANA must ensure that that any fund raised exclusively for FEDRF are distributed through FOBANA Emergency Disaster Relief Fund (FEDR) operation to the disaster victims in North America and in Bangladesh.

Section 5: To properly manage/upgrade on a regular basis, FOBANA website shall be maintained by a professional 3rd party vendor with limited security access to the site. FOBANA Logistic Chairperson should be the point of liaison between the site vendor and EC. All changes, updates should be maintained by the vendor while Logistic Chairperson will monitor and hold the vendor accountable for content accuracy and site sustainability.

### **Article X: Roles and Responsibilities of Officers**

#### **Section 1: Chairperson:**

The Chairperson shall be the Chief Executive Officer of this Organization. The chairperson shall lead, guide and Chair the Executive Committee meetings, represent FOBANA to outside bodies and the Committee to the General Body members. The chairperson shall maintain liaison and coordination with the Bangladesh Embassy, the Government, and contact with Advisors to seek guidance when needed.

#### **Section 2: Vice-Chairperson:**

The Vice Chairperson shall be the second person in the order of precedence to the Chairperson and shall carry out the Chairperson's function in the Chairpersons' absence or when authorized by the Chairperson. Vice Chairperson shall oversee the function of all sub-committees including providing guidance and making decisions needed for its operation.

#### **Section 3: Executive Secretary:**

The Executive Secretary shall be responsible for all organizational matters and shall oversee the functions and operation of Mainstream, Media and Youth wings of the Organization. The responsibilities shall include but not limited to, all administrative matters, develop strategic plans both long and short term, develop marketing plan, keeping minutes of the meeting, distribution of the minutes of the meeting, maintain official files including updated list of membership and their contact addresses and telephone numbers, coordination in the execution on EC decisions, assisting Host Organizations, and communicating with media. The Executive Secretary shall also prepare and present the Annual report, assist in the formation of Election Committee and any other sub - committees.

#### **Section 4: Joint Executive Secretary:**

The Joint Executive Secretary shall assist the Executive Secretary and acts as the Executive General Secretary in his/her absence. The Joint Executive Secretary shall record minutes and prepare and submit draft copies to the Executive General Secretary for his/her attention. The Joint Executive Secretary shall assist in the development of local



organizations and to become a member of FOBANA Organizations; assist the organization in outreaching the Youth, Mainstream arena, and neglected area.

**Section 5: Treasurer:**

The Treasurer shall hold the funds, manage all financial matters including maintenance of up-to-date records of all financial transactions, submit statement of receipts and expenses to the Executive Committee, preparation of accounts and budget, collection of dues, responsible preparation of annual balance sheet and income statement for audit, Tax Return to IRS, maintain annual registration status current, deal with insurance matters, and marketing. The treasurer shall also prepare and present the Annual Report to the General Body Meeting.

The account shall be maintained in a reputed banking institution; the account shall be operated by the Treasurer. The Chairperson may empower the Executive Secretary or Joint Executive Secretary to operate the account in the absence of Treasurer. The treasurer shall liaise and coordinate with Host Committee in tracking matters and seek information related to financial status in accordance with the policy guidelines of FOBANA.

**Article XI: Standing Committees**

**Section 1:** Each standing committee shall be chaired by one of the present or past Executive member who served 2 terms including the current term or a past chairman and will have at least one other member.

**Section 2:** If there are more than one Chairman candidate applying for the same standing committee position and each applicant meets the required criteria then final selection /election will be done by EC voting.

**Section 3:** Standing committees shall have the right to co-opt any number of members of the Executive Committee, Member Organizations to be a part of their subcommittee. They may also co-opt technical experts, subject matter experts or consultants to carry out their responsibilities.

**Section 4:** Standing committees shall be required to give a progress report on the Executive Committee meetings.

**Section 5:** The Chairman, Vice-Chairman and Executive Secretary will be officio members of all standing committees.

**Section 6:** Standing Committee Chair term limit – Standing Committee Chairpersons cannot serve as the Chairs more than 2 consecutive years for the same committee

**Article XII: Roles and Responsibilities of the Standing Committees**

**Section 1: Roles and Responsibilities of Constitution and Procedure Committee**

The Committee is responsible for reviewing the Articles of Incorporation, By-laws, and its Operating Procedures, all official forms, and guidelines and report their recommendation to the Executive Committee.

The Committee will periodically review the policies and procedures and draft revised versions to be presented to the Executive Committee for ratification.

The Committee will periodically review the forms used and revise them if necessary, before presenting them to the Executive Committee for ratification.

The Committee will solicit input from other EC members and include their suggestions in the draft proposal.

The Committee will propose any new amendment to the Executive Secretary before the stipulated deadline for Annual General Meeting so that the Executive Secretary can inform the members.

**Section 2: Roles and Responsibilities of Legal Committee**

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The Committee is responsible for handling all legal aspects of the organization.

The Committee will handle all legal issues affecting the operation of FOBANA, consultation with experts, select and hire and on call Attorney, initiate action to promote and protect FOBANA interest, represent FOBANA and handle all legal issues, guide to resolve disputes, mediate variances, and review important letters and documents before they are issued as needed.

### Section 3: Roles and Responsibilities of Unification Committee

The Committee is responsible coordinating all matters related to unification efforts between different groups who like to join FOBANA.

The Committee will initiate dialogues with any individual, organization or group of organizations to a part of FOBANA.

The committee will create proposal and then present them to EC for approval before giving it to the negotiating parties

### Section 4: Roles and Responsibilities of Media and Public Awareness Committee

This Committee will be responsible for all Media and public facing matters This Committee will create all press release and send them to media outlets.

This Committee will write articles and publish them in FOBANA website to create public awareness for FOBANA

### Section 5: Roles and Responsibilities of Business and Investment Committee

The core mission of this Committee is to provide service, promote and facilitate business opportunities between USA and Bangladesh by American, NRBA (Non-Resident Bangladeshi Americans) and Bangladeshi businessmen. As a non-profit organization, FOBANA will not engage itself in any for profit business.

The committee will not engage in any business directly on behalf of FOBANA  
The committee is responsible for making contacts with potential NRBA (Non-Resident Bangladeshi Americans) looking for investment opportunities in both Bangladesh and USA.

Explore Retirement Planning and Retirement Investment, Investment in Real Estate and or properties by providing advice, and seed money or start-up capital, pre-IPO funds or franchising finance.

The committee will maintain contact with Bangladeshi Business Organizations, prepare and maintain all professional NRB database, prepare and maintain NRB investment database and formulate policies.

The committee will be responsible for open communication, leading and guiding on NRB issues, liaising with Bangladesh Embassy and Government at home, liaise with the US and Bangladesh Business Council, hold seminars and share information.

### Section 6: Roles and Responsibilities of Budget and Finance Committee

The Committee is responsible for reviewing the Articles of Incorporation, By-laws, and its Operating Procedures, all official forms, and guidelines and report their recommendation to the Executive Committee.

The Committee will develop policies and procedures and present them to the Executive Committee for ratification.

The Committee will handle all legal issues affecting the operation of FOBANA, consultation with experts, select and

hire and on call Attorney, initiate action to promote and protect FOBANA interest, represent FOBANA and handle all legal issues, guide to resolve disputes, mediate variances, and review important letters and documents before they are issued as needed.

**Section 7: Roles and Responsibilities of Youth Forum Committee**

The Committee is responsible for all youth matters affecting their interest.

Help to meet their basic personal and social needs to be valued and useful, and build skills and competencies that will encourage them to function and contribute not only to their daily lives but also for the benefit of the community they belong.

Establish contacts and create a database, develop youth chapter, encourage leadership, participation in education, access to computers, learn languages and culture, educate in communication, guide to work with diversity in mainstream, host seminars, participate in volunteer service, assist necessary training and job search in local businesses which employs youth in meaningful and relevant work.

Find out talents among the young generations from across the nation, highlight them in FOBANA website, Facebook, and Newsletter.

Encourage young writers to write to FOBANA Newsletters, be contributors in FOBANA website.

**Section 8: Roles and Responsibilities of Health and Wellness Committee**

The Committee is responsible for providing guidance and recommendation on healthy living, nutrition, homemaking, mental health and general wellness.

Invite and work with other local national agencies and industry leading experts in this area so that we can provide the necessary support on a national level.

Publish some useful papers in easy to read Bangla and create powerful messages in video and distribute via YouTube, FOBANA Facebook page and website.

Provide written articles about the nutritional values of our everyday ethnic foods. Highlight risks among men of Bangladeshi origins supported by research

Invite the physicians of Bangladeshi origins to help build a network of support in the healthcare area.

**Section 9: Roles and Responsibilities of Social Networking Committee**

The Committee is responsible for leveraging online tools such as Facebook, Twitter, Google+ etc. to promote FOBANA and its activities.

The Committee will actively seek young volunteers who are visible and frequent visitors in the social media and groom them to become FOBANA promoter

The Committee will educate the young generation about FOBANA history so that they can spread the news.

The Committee will ensure that FOBANA is very visible in the cyber world, however, all messages will be in tune with FOBANA goals and mission.

**Section 10: Roles and Responsibilities of Newsletter Committee**

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The Committee will be responsible for developing a periodic Newsletter

The Committee will actively seek writers to write articles for the newsletter

### Section 11:

#### Roles and Responsibilities of Bangladesh Liaison Committee

The Committee will work as a bridge between contacts in Bangladesh FOBANA EC in USA on all matters related to FOBANA interest.

The Committee will work with media, keeping contacts with professionals engaged in arts and culture, business, banking, education, industry, government, manufacturing, and media to project FOBANA mission and objectives and gain their support.

Assist in the selection of guests and artists for participation in the FOBANA Convention. However, the final decision will be made by Host Committee.

Maintain a database of all contacts in Bangladesh and share with FOBANA EC.

Hold press events at the Press Club or other suitable venues.

Promote and encourage Universities to participate in Seminars and other activities at the FOBANA convention

Help to set up meetings for FOBANA EC visiting Bangladesh with media, journalists and important personalities to gain their support and promote partnership in our effort to implement FOBANA mission and objectives.

Promote FOBANA in a positive manner and debunk any myths and misconception about FOBANA by participating in talk shows, interviews, and round table discussion.

Open dialogue with relevant parties in Bangladesh and recommend to EC how FOBANA can make a tangible impact to Bangladesh in an unbiased and non-political manner.

Seek sponsorships for FOBANA from prominent business entities.

### Section 12:

#### Roles and Responsibilities of Seminar Committee

The Committee will be responsible for inviting prominent academicians, scientists, research experts, subject matter experts, technical professionals to review papers, presentations submitted to FOBANA for Seminar presentation.

Presenters will be allowed to submit their papers online via FOBANA website, these papers will then be sent to a mailbox of this Committee.

The Committee members will review and catalog the papers.

All papers will be in a database so that anyone can do research on these valuable papers.

Invite Bangladeshi students in all major North American and Bangladeshi universities to submit papers.

All papers will be published online after the review process.

The Committee will pick the best papers among the submitted series then invite them to attend the FOBANA Convention. The list will also be presented to the host committee. The host committee will decide whom they want to pay for ticket and accommodation.

Liaise with the Host Committee and work with them closely to organize seminars and provide the topics selected by the Committee for presentation at the convention

Recommend prominent individuals who have made an extraordinary contribution in the field of arts, business, social, political, medicine and science & technology for recognition by the FOBANA EC at the convention.

### Section 13: Roles and Responsibilities of Cultural Committee

The Committee is responsible for promoting the cultural aspects of FOBANA and maintain coordination with the Host Committee on the cultural affairs.

The Committee will help member organizations to promote their cultural events, dramas, dance groups, singers to attend other member states.

The Committee will lead and guide the Host Committee and its cultural committee to organize cultural events at the convention

The Committee will actively seek talents across North American and recommend them to Host Committee for inviting them to the convention.

The Committee will select judges during the convention to pick the best performer award

The Committee will help the host committee to arrange promotional tours or events leading to the convention.

The Committee will actively promote the FOBANA Artist Database.

The Committee may help the host committee to get artists from Bangladesh, but FOBANA will not be engaged in any business contract or financial dealing with Host Organization or the artist.

The Committee will not be responsible for any artist payments during the convention

The Committee will collaborate with the Media and Public Awareness Committee to publish FOBANA Newsletters.

### Section 14: Roles and Responsibilities of Alumni Committee

Established in 1987

The core mission of this Committee will be to invite, show proper respect and keep in touch with the FOBANA Alumnus.

The Committee will develop and maintain a database with the contact information for all FOBANA alumni

All alumni will be formally invited to the convention and to their special breakfast event. An

FOBANA pin will be presented to these Alumni (depends on budget approval)

All alumni will receive a Certificate of Appreciation for their contribution to FOBANA

All alumni will be requested to send their complete bio data and picture which will be permanently archived and promoted in FOBANA website.

FOBANA EC will provide special lanyard for the FOBANA Alumni distinguishing them all other guests.

Alumni will be invited to participate in the Committees.

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### Section 15: Roles and Responsibilities of Membership Verification Committee

The Committee is responsible for verifying the membership applications of organizations both new and old.

To assure that their registration is current with the State and also with IRS, verify if they have Articles of Incorporation and By-Laws

Verify if they have minimum number of paid members, held elections according to their Articles of Incorporation, paid membership dues,

Verify if they paid their registration fees with the Host Organization and validate their membership status so they can vote in the annual election held by the Executive committee.

Retain a database for a membership organization, maintain documentation with necessary registration forms including copies of Registration with state and IRS, identify deficiencies, provide opportunities to make a correction, and recommend any modification of processes and policies.

This Committee will present the membership application to the EC monthly meetings and recommend that their membership is granted to the organization. Once EC accepts the application, then the membership package will be sent to the organization.

### Section 16: Roles and Responsibilities of Mainstream Liaison Committee

The Committee is responsible for communicating with the mainstream personalities and open dialogue with them

This Committee will invite mainstream politicians and prominent people in FOBANA convention

### Section 17: Roles and Responsibilities of Awards and Guest Selection Committee

The Committee is responsible for coordinating FOBANA awards and help select guests for FOBANA Convention.

The Committee will prepare guideline and criteria to select candidates for FOBANA award and then present the list to FOBANA EC for final approval

The Committee will suggest and help in contacting guests for the FOBANA convention by working closely with the Host Committee. The Host Committee will have the final say on who they want to invite.

The Committee will order awards ahead of time, keep them and coordinate the award presentation ceremony when the FOBANA Chairperson will present the award.

The Committee will coordinate with the Host Committee to preserve the time slot for presentation The Committee will work with the Cultural Committee for the best cultural performance awards

### Section 18: Roles and Responsibilities of Scholarship Committee

The Committee is responsible for fund raising, selecting and finally awarding annual scholarships to talented students from Bangladeshi origin

The Committee will prepare guideline and criteria to select candidates for FOBANA Scholarships and present the list to FOBANA EC for final approval

This committee will raise funds for the scholarship

Donation for the scholarship program can be received from individuals and/or organizations in the USA and/or Bangladesh

Each scholarship will be for the amount of \$1000. Donors can contribute in multiples of \$1000. There is no maximum limit.

All donations are tax-exempt to the maximum limit allowed by law

Money donated towards the FOBANA scholarship fund should only be used for the objective of the committee

All donations collected for a given year will be given away as scholarships for that given year.

The financial awards will be given to the students from the host city/state of the Convention for the respective year

The financial award will be a one-time financial award \$1000 per student

The Host Committee will work with the Scholarship Committee and Central Committee to seek and select the recipients

The awards will be personally presented to the recipients by the donors themselves during the FOBANA Convention

Each Donor will be given a Certificate of Appreciation from FOBANA for their contribution

The applicants must be Bangladeshi Americans residing in the State where the Convention is being held.

High School Graduates who have a cumulative GPA between 3.5 - 4.0 in the given year of the Convention.

Applicants must have community involvement

A properly filled out Application form, a color photo must be submitted by two months before the convention of each year. This date can be changed by the Scholarship Committee.

The recipients must agree to allow FOBANA to publicize their photo, name for promotion. Each

year the Scholarship Committee will come up with a topic for the essay

The essay (500 words or less) will be submitted to the Scholarship Committee

The Scholarship Committee may invite other members of the community or academic to review the essay.

The Scholarship Committee will then short list the candidate and submit to FOBANA EC for final ratification

After the ratification, the award recipients will be officially notified

The awards will be given on the last day of the convention on the main stage

No members of current FOBANA Executive Committee or Advisers can participate in the scholarship program

This committee will have at least 3 past FOBANA Chairperson as members

The current Chairperson and the Executive Secretary will be the officio members

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### Section 19: Roles and Responsibilities of Goodwill and Promotion Committee

The Committee is responsible for promoting FOBANA's mission and vision to our communities in North America and Bangladesh

The committee must clarify and correct any misconception that people may have due to social propaganda or negative publicity through the electronic, print media or any other ways

The committee must attend local programs and TV channels to express positive image of FOBANA

### Section 20: Roles and Responsibilities of Women Empowerment Committee

To create a support portal with relevant contact information for abused women and children to create and maintain a 24 hours telephone hotline where the victim can leave message in Bangla or English if necessary. Calls will be directed to WEC designated person who will then re-route it to the right agency.

To invite and work with local and national women support agencies and industry leading experts in respective areas so that WEC can provide the necessary support to all member organization of FOBANA

To manage and update WEC Facebook page and publish useful papers in easy to read Bangla and create powerful messages in video and distribute via YouTube, FOBANA Facebook page and website.

To continue educating women about their rights and list resources where they can go for help To encourage women to higher education and financial independence

To create guidelines for women entrepreneurs who want to open a business (Dos and don'ts of how to do a business, how to form a company, run a business etc.), and build an exchange portal where they can get in touch with vendors from Bangladesh for products.

To highlight successful Bangladeshi women entrepreneurs and activists in FOBANA website and invite them to Annual FOBANA convention.

To encourage, promote and support women participation and leadership among the member organizations of FOBANA

To organize WEC informational seminar in cooperation with host committee at every FOBANA convention

### Section 21: Roles and Responsibilities of Executive Logistics Committee

The Committee provides logistic and technical support to all FOBANA related activities.

The tasks include preparing and editing formal FOBANA documents like Operating Procedure, manage/delegate technical tasks related to FOBANA website, Facebook etc.

This committee is also responsible to manage/delegate all FOBANA related posters, banners, annual reports, videos etc.

### Section 22: Roles and Responsibilities of Convention Liaison Committee

This committee is responsible to for communicating with the FOBANA Convention Host Committee and maintain a transparent/healthy relationship between the Host Committee and the FOBANA Executive committee.



This committee members must have good understanding about FOBANA Convention and must educate the Host Committee regarding the convention related bylaws written in the FOBANA operating procedure to ensure that the HC closely follows the convention guidelines

This committee must inform the FOBANA executive committee immediately if the HC conducts any unethical activities and engages in any activities that contradicts with the rules outlined in the FOBANA Operating Procedure

This committee must provide a monthly report outlining activities related to the progress of the FOBANA Convention

**Section23: Roles and Responsibilities of Convention Review Committee**

This committee reviews the quality and standard of the FOBANA convention in a detailed manner

This committee shall have thorough understanding of the convention related bylaws documented in the FOBANA Operating procedure and thoroughly review and document whether the bylaws are followed accurately to execute the convention

The committee must inspect all aspects of the Convention by taking videos, pictures, public testimony etc. to justify their findings.

This committee must tabulate all aspects of the Convention and grade the performance from 0 – 5 (0 being unacceptably poor and 5 being Excellent

A written monthly report must be provided to the FOBANA Executive committee

**Section24: Roles and Responsibilities of Fundraising Committee**

This committee reviews FOBANA's current and future yearly budget and evaluate the financial needs

This committee must pay attention to FOBANA's funding needs in all sectors of the operation including the general fund, scholarship fund, legal fund, emergency fund etc.

This committee must develop a plan at the beginning of term presenting how the funds will be realistically raised

A written monthly report must be provided to the FOBANA Executive committee

**Section25: Roles and Responsibilities of Following Year Convention Committee**

This committee must work closely with the organization who is awarded with the following year convention

The goal of this committee is to make sure that the following year host organization continues to work towards preparing for a successful FOBANA Convention.

This committee must have thorough understanding of the Convention related section of the FOBANA bylaws written in the FOBANA Operating Procedure.

This committee must tabulate all the important tasks to be completed by the Host committee and gather monthly updates. A written monthly report must be provided to the FOBANA Executive committee

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### **Article XIII: Eligibility to be a Host Organization**

**Section 1:** The member organization shall be required to have prior experience to host at least a mini convention.

Any Member organization desires to host a FOBANA Convention shall be required to present to EC at AGM a proposal highlighting their intent, organizational strength, financial soundness including an operating budget, experience, probable location, possible venue, date and action plan to prove their ability to successfully host an event like FOBANA

Based on consensus reached at the AGM, the upcoming convention is awarded to a successful member organization known as the "Host Committee" to host it at their State of origin two years in advance under an agreement signed by both parties.

Host Committee shall coordinate and work with the EC in the initial planning and execution of hosting the event. In the process, Host Committee shall seek guidance from the EC from time to time in order to meet compliance with FOBANA guidelines and the requirements stipulated in the agreement or as directed by EC.

Host Committee shall be required to submit a comprehensive report confirming the formation of a full-fledged committee, acquisition of a venue, hotel and funding strategy at the following year prior to AGM for review by EC.

EC reserves the right to safeguard its interest and take any action against the Host Committee for their failure to comply with their requirement. The action could contemplate the termination of award made for hosting the Convention. The EC may decide to award the convention to another willing organization or hosting convention by themselves.

Host Committee must prepare a budget or estimates of income and expenditures for the tenure of the event. They must maintain accounts, prepare financial statements showing income and expenditures statements and perform their audit. A copy of the audited report must be submitted to the EC.

**Section 2:** The member organization shall be an active member of FOBANA for two (2) years.

**Section 3:** The same member organization shall not be qualified to become a Host Organization again within five (5) years of hosting an FOBANA Convention.

**Section 4:** The member organization shall be required to sign an agreement with FOBANA to the effect that they shall abide by the FOBANA Constitution, By-Laws, and Guidelines for Organizing FOBANA Convention without any reservation and pay by a certified check of the amount of \$2000.00 (two thousand dollars) non-refundable in advance as Security Deposit. Member organizations will not be considered as a candidate and will not be allowed to participate in the election or selection process unless the agreement is signed, and a \$2000.00 check is submitted to the Election Commissioner. In the case when a member organization is not elected or selected, then the check will NOT be refunded, and the agreement will be voided. EC will keep \$2000 deposit from all organizations who compete in the election unless the application is withdrawn prior to deadline. This deposit received from the organization who wins the election/selection shall also not be refunded to the Host Committee.

**Section 5:** It is preferred that the member organization have IRS 501 (c) 3 status. In case that they do not have the status, FOBANA shall receive the corporate checks and within 7 days FOBANA Treasurer shall disburse the check to the Host Organization

**Section 6:** The member organization must have a sound organizational and adequate financial strength to function effectively.

**Section 7:** The member organization must submit proof that they are duly registered in their State as active organization/corporation.

**Section 8:** The member organization must certify that they have duly paid federal and local income taxes and any other

required papers are currently in their said state.

**Article XIV: Host Committee**

- Section 1: The Host Organization must form a Host Committee for the preparation of the convention.
- Section 2: The Host Committee must have one Convener, one Member Secretary, and one Treasurer.
- Section 3: Convener and Member Secretary of the Host Committee may attend FOBANA EC meeting, as non-voting attendees, to provide update of the Convention as needed.
- Section 4: The Host Committee can have as many co-conveners; assistants, committees or members to carry out their responsibility, however, only the Convener and the Member Secretary will be allowed to act as the liaison between the Executive Committee and the Host Organization.
- Section 5: Host Committee shall not create or designate any official position with the title that the leadership in hierarchy holds in the FOBANA EC so it creates any confusion for having two Chair men in FOBANA Convention or on any publication materials that Host Committee will circulate.
- Section 6: If the Executive Committee raises any fund for the convention then the host committee shall give 20% to Executive Committee.

**Article XV: Guideline for organizing an FOBANA Convention**

- Section 1: The Host Organization must follow this guideline while organizing an FOBANA convention.
- Section 2: Use of name: The proper name for the organization and the convention must be used. The name of the organization is Federation of Bangladeshi Associations in North America or FOBANA. FOBANA is also synonymous to the convention. Hence, FOBANA followed by the year of the convention can also be used.
- Section 3: Use of logo: FOBANA is a registered trademark; therefore, it is necessary to use the correct logo in all communication. The Chairperson or Executive Secretary shall provide the official logo to the Host Organization. No other version of the logo shall be allowed.
- Section 4: Orientation Documents: A collection of templates and very useful information are stored in the FOBANA archive. The Host Organization shall review these files first before creating any new version. If however, a new version is needed to be created for a creative reason, the structure and content should be similar.
- Section 5: Inclusion of EC names in Communication: The contact information of the Chairperson and Executive Secretary shall be included in every communication and promotional materials that the host organization will produce. This is especially necessary for posters, Television commercials, newspaper advertisement, press releases, a fund-raising campaign and invitation letters. This will be the only way to prove that the host organization is approved by the Executive Committee.
- Section 6: Keeping Executive Committee informed: The Host Organization shall inform the Executive Committee for all media communication. Executive Committee can then be prepared to answer from the media about the organization. All convention related questions will be dealt by the Host Organization.
- Section 7: Official Letterhead: The Host Organization shall use an official letterhead template that has a reference to the Chairperson and Member Secretary of FOBANA.
- Section 8: FOBANA Theme Song: The Host Organization must play the FOBANA theme song during the opening and closing ceremony. They may also play it throughout the convention. The theme song is available on the web site or will be provided to them by the Chairperson or Executive Secretary.
- Section 9: Flags: The Host Organization must display flags of three countries in equal size and with proper mount (Bangladesh, USA, and Canada) during the opening ceremony.
- Section 10: Joint Meet the Press session: The Host Organization shall organize at least one "Meet the Press" session in New York or any other suitable venue about 2-3 months before the convention. FOBANA Executive Members, Advisors will join at their own expense. The venue, food, a 4'x10' banner, media packets and other expenses shall be the responsibility of the Host Organization. The Chairperson, Vice Chairperson, and the Executive Secretary

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shall be seated at the head table along with the other officers from the Host Organization. In for any unforeseen reason, such session can't be organized, then the Host Organization shall spend the fund allocated for this session in television and newspaper promotion.

- Section 11: EC members in the opening ceremony: The Chairperson and the Executive Secretary shall be allowed to give a brief speech at the opening ceremony. The Host Organization shall allocate at least 3 minutes each. The Host Organization may invite additional Executive Members or Advisors at their own discretion.
- Section 12: All EC members on stage: Anytime during the 3-day convention the Host Organization shall invite all EC members (including the member organizations) on the stage and introduce them to the audience. This may be a simple introduction by announcing their names, organizations they belong to, or courtesy may be extended to allow few of them to speak. The latter would be at the discretion of the Host Organization.
- Section 13: Updates and statuses: The Host Organization shall provide periodic status on the progress of the convention to the Executive Committee. These updates can be in the form of e-mail or verbally in the teleconference.
- Section 14: Sponsorship Packet: The Host Organization shall send hard copy of sponsorship packets and posters to all member organizations as soon as they are prepared.
- Section 15: Convention Requirement: The Host Organization shall provide the following amenities to the Executive Committee during the convention:
- a) A meeting room that can hold up to 100 people for all three (3) days of the convention.
  - b) Either serve food or provide food coupons to all Executive Committee members on the day of the FOBANA Annual General Meeting
  - c) Provide specially marked Lanyard for the Executive Members, Advisors and FOBANA Alumni members
- Section 16: Executive Committee visit: The Executive Committee members will visit (at their own expense) the host city at least once before the convention at a mutually agreed date and time to witness the progress for the convention. The Host Organization shall provide a meeting room, food and if possible a tour of the venue. The Executive Committee members will meet with the members of the Host Committee and share their experience and wisdom.
- Section 17: Selection of Chief Guest: The Host Organization shall not invite any political or religious figure as the Chief Guest. This includes but not limited to any sitting ministers, head of opposition party, head or senior members of any political or religious parties. The Host Organization must select the Chief Guest with consultation with the Executive Committee.
- Section 18: Invitation of dignitaries: The Host Committee shall invite the following dignitaries maintaining their official protocol to attend the convention. Providing travel, room, and board and other incidental expenses shall be at the discretion of the Host Organization.
- a) Ambassador, Government of Bangladesh, Washington DC
  - b) Consul General, Government of Bangladesh, New York
  - c) Consul General, Government of Bangladesh, Los Angeles
  - d) Minister for Information and Cultural Affairs, Government of Bangladesh
  - e) High Commissioner, Government of Bangladesh, Canada
  - f) Minister for Commerce, Government of Bangladesh
  - g) Minister for Education, Government of Bangladesh
  - h) Minister for Labor & Employment & Expatriate Welfare & Overseas Employment, Government of Bangladesh

- i) Minister for Tourism, Government of Bangladesh
- j) Senators of the state where the convention will be held
- k) Local Congressman of the city where the convention will be held
- l) Governor of the state where the convention will be held
- m) Mayor of the city or any Elected Officials of the County where the convention will be held

Section 19: Website: The Host organization shall be a sub-domain to the main FOBANA website ([www.fobanaonline.com](http://www.fobanaonline.com)). A pre-formatted template shall be provided to the Host Organization as soon as they are selected as per the Web Site Guideline. In return, the Host Committee shall pay a one-time fee of \$500.00 to the Executive Committee. If the Host Committee decides to purchase any additional domain names, they will have to be pointed to this central location. The address of the website for the convention shall be like [www.fobanaYEAR.fobanaonline.com](http://www.fobanaYEAR.fobanaonline.com).

Section 20: In the case when the name of the host organization changes due to any reason, FOBANA Executive Committee shall go by the Registered Charter number, 501 (c) (3) certificate number (if any), number of incorporation or any other indicative number that would prove beyond doubt that the previous member organization is the sole owner of the organization and only the name has changed.

Section 21: In the case of a situation as explained in Section 9 above, the member organization shall appeal to the Executive Committee in writing to change the name on record. The name of the member organization on record shall be changed upon verification of all documents and ownership.

Section 22: The Executive Committee reserves the right refuse a name change if there is a potential dispute. In that case, the convention shall be held under the name of the Executive Committee.

Section 23: The Host Committee must make special efforts to promote and give special preference to artists of Bangladeshi origin living in North America.

**Article XVI: Election Procedure and Handover of Office and Accounts**

**A. Election Procedure:**

Section 1: The Election Commission Committee (ECC) of FOBANA is an independent body under its constitution that will operate the election process of FOBANA.

Section 2: The body administers elections to all elective positions of Executive Committee of FOBANA, and assists in the election of a Host Organization who wishes to host FOBANA Convention each year at their respective State where they belong.

Section 3: The Election Commission shall consist of not more than five members. One person will be the Chief Election Commissioner (CEC) and the remaining four members will be the Election Commissioners. To be eligible for appointment, the CEC must have served as Chairperson of FOBANA in the past.

Section 4: The term of office for CEC or any Election Commissioner is one year or more from the date on which they take their oath to function in office. Any member of this body is not eligible for becoming a candidate for any elective position. The appointment of ECC and the term of the Election Commission body will be decided at the last Executive Committee (EC) meeting, that takes place before Annual General Meeting (AGM) through majority consensus based on the selection process by the EC members.

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- Section 5: ECC shall function under FOBANA constitution and any other law enacted by the Executive Committee to act appropriately in the conduct of a free and fair election. Their function is to provide code of conduct guidelines, election schedule, maintain coordination, hold the election, administer ballots, count the votes, perform issue/validity resolutions, and announce the results under the conditions stipulated in the By-Laws.
- Section 6: ECC shall announce the election schedule at least 120 days before the expiry of the term of the current Executive Committee, and formally notify it to all the member organizations on time.
- Section 7: ECC shall maintain effective liaison with the Executive Committee in the performance of their activities to avoid any conflict with the Executive Committee agenda.
- Section 8: ECC shall secure a list of current membership from the Membership Review Committee and work with it. Only members in good standing duly certified by the Treasurer shall be qualified for participation in the Election.
- Section 9: Prospective candidate for the position of Chairperson, Vice-Chairperson, Executive Secretary, Joint Executive Secretary, and Treasurer must meet at least one of the following two conditions (a or b below):
- a. The candidate at any time in the past was either a Convener or Member Secretary of a FOBANA Convention plus remained a member of the Executive Committee for at least one (1) year.
  - b. The candidate remained a member of the Executive Committee for at least two (2) years.
  - c. Prospective candidate for the position of Chairperson needs to meet following additional requirement: The candidate remained a Chairperson or Vice-Chairperson or Executive Secretary at least one (1) year or the candidate at any time in the past was a Convener and served as either Joint Executive Secretary or Treasurer at least total of two (2) years. This doesn't apply for the current Convener.
- Member(s) willing to contest on any other elective position(s) must have served at least once as an office-bearer of his/her organization. The organization itself must be registered, functional and have a valid membership with FOBANA.
- Section 10: Prospective candidate for the position of Outstanding Member must meet at least one of the following four conditions:
- a. The candidate at any time in the past was either a Chairperson or Vice-Chairperson or Executive Secretary.
  - b. The candidate at any time in the past was either a Joint Executive Secretary or Treasurer for at least total of two years in these two Officer positions.
  - c. The candidate at any time in the past was either a Convener or Member Secretary of a FOBANA Convention plus remained a member of the Executive Committee for at least two (2) years.
- Section 11: Organizations intending to host FOBANA Convention must meet the eligibility requirement as stipulated under Section XIII of Operating Procedure. In addition, they will be required to complete and submit a proposal in the prescribed form. In support of their submission, the proposal must include organization profile, List of Board members including their contact numbers, Bank statement showing financial stability, a working budget, proposed venue and its

location, Hotels and availability of transportation, and furnish evidence of organization's healthy operation and its activities, meeting minutes of AGM for the last three (3) years. All these information needs to be furnished to EC by no later than eight (8) weeks before the election date.

- Section 12: As per election schedule, ECC shall invite nominations from members of the valid organization(s) registered with FOBANA for all elective positions forty-five (45) days before the election date. Nomination forms will be provided by ECC. There will be a non-refundable nomination fee required for submission for each position to be determined by the EC.
- Section 13: Interested candidate(s) must complete and submit their nomination forms to ECC within the deadline date established on the form. One candidate can run for only one EC position.
- Section 14: ECC shall review all nominations received within the deadline date, scrutinize them for eligibility, certify for validation, prepare a list for use.
- Section 15: ECC shall release this list as in Section 13 to the candidates with options for withdrawal and or switching to another Executive Committee position. This must be done three (3) weeks before the election date. ECC allows candidacy withdrawal without forfeiting the nomination fee. Also, they allow candidate(s) to switch off to another elective position by paying an additional \$100 fee. This must be done by no later than two (2) weeks before the election date.
- Section 16: Membership Review Committee will release the final valid membership list to ECC who will, in turn, be the voters in the election. This must be done two (2) weeks before the election date.
- Section 17: ECC will release the final list of candidates along with voters list to member/organization(s) ten (10) days before the election date. ECC will also release brief information on the Host Committee contenders.
- Section 18: General Body election will be held electronically. Election for all elective positions is one term of EC, Host Committee for the second year, and any proposition/amendment for General Body to vote will take place in 'one-shot' through a single electronic ballot with unique link provided to each eligible voter through their official email address. All elections will be decided by a simple majority of voting members. Voting shall be conducted by secret ballot electronically, nobody including ECC will not be able to see who voted for whom - ECC will only know the vote count for each candidate through this electronic voting process.
- The voter must be present at the election date to vote. A person is eligible to cast only one vote for one elective position – no proxy voting will be allowed. It's mandatory for any candidate (running in the ballot) to be present at the voting center on the election date.
- Section 19: CEC assisted by the Election Commissioners of ECC shall take full control of the election center at the right time for administering the election. At this time, all canvassing of any forms shall cease. All valid voters will take their seats. Any non-voters must move away from the voting arena.
- Section 20: CEC shall make an announcement of the election result at AGM. CEC puts his signature and stamp on the official election result printout, derived through electronic process, to make it official.
- Section 21: In the case of a tie for any position, ECC will make their decision on the appropriate method to break the tie, such as run-off election, coin-toss, or any other method deemed practical at that time.

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Section 22: The decision of the CEC shall be considered final and binding for all election matters.

### **B. Handover of Office and Accounts:**

Section 1: CEC shall, after the elections, invite the Chairperson and the elected members of the new Executive Committee to take office. EC shall conduct oath-taking of the newly elected members of the Executive Committee on stage at the Convention. All the elected members must take the following FOBANA oath of allegiance:

*'I pledge allegiance to the Federation of Bangladeshi Association in North America (FOBANA) organization which I am elected to serve. I solemnly swear to uphold the FOBANA constitution, bylaws and operating procedures to carry on my duties. I will always put the interest of FOBANA organization first and fulfill my duties as an elected Executive Member with the highest integrity and honor. Long live FOBANA.'*

Section 2: CEC shall get all the elected members of the Executive Committee including the Chairperson to sign a Code of Conduct which would guide their actions during their term.

Section 3: The outgoing Executive Committee would exercise their responsibility to hand over to the new Executive Committee all the completed accountings, books, and related documents including income and expenses within the date of remission of office.

Section 4: The outgoing Executive Committee would have the responsibility to get the returns of all income and expenses of the Host Committee duly certified, audited, and submit them to the new Executive Committee within the next one month after remitting office.

### **Article XVII: Corrective Action**

Section 1: In case a current or past member organization or members of the Executive Committee or any member of the Standing Committees violates any provisions of the Constitution and Bylaws or Operating Procedures then the Executive Committee shall have the right to take corrective actions against them.

Section 2: The Executive Committee may send a Show Cause Notice to the member asking to respond within 30 days. Consecutive notices may be sent at the discretion of the EC.

Section 3: If no satisfactory response is received from the member within that specified period then further measures may be taken including but not limited to revoking the membership privileges, removing the names from the website or making the member 'persona non grata' for any specified period as decided by the EC.

Section 4: These corrective measures will not be in conflict with other measures if mentioned in the Constitution or Bylaws or other procedures. The EC will have the right to choose any or all measures against a member.

Section 5: "Zero Tolerance" to establish basic decency and civility within FOBANA. Executive Committee members/subcommittee members must NOT personally attack other members via including but not limited to via email, messenger/text at the FOBANA official forums and during meetings that can cause disturbance and conflict within the organization. If any member commits any such offences, the following corrective action may be taken:

- a) That FOBANA member may be expelled from attending any future EC, Standing Committee, Advisory Committee meetings and AGM for an indefinite period of time depending on the severity of the offence.



- b) That FOBANA member may be expelled from any/all official FOBANA forums such as EC, Standing Committee, Advisory Committee and General Body member email/text or any such forums for an indefinite period of time depending on the severity of the offence.
- c) EC may ask the elected organization to send a replacement member to FOBANA depending on the severity of the offence.

### **Article XVIII: Policy for Vendors Requiring Invitation Letters for Visa Purposes**

- Section 1: All invitation letters will be issued by the Executive Committee signed by the Chairman, Executive Secretary, Convener and Member Secretary of the host committee
- Section 2: Only two invitation letters per vendor will be issued.
- Section 3: Vendors will be dealing directly with FOBANA and there will be no agents in Bangladesh for these purposes.
- Section 4: These letters will be either sent directly to the vendors or sent to host committee for dispatch.
- Section 5: Default dispatch method will be e-mail. However, vendors may pay the extra shipping cost (Fed-EX, UPS, DHL) if they like to receive the original letters to submit to the US Embassy. The US Embassy may want to see the original letter.
- Section 6: The original letters will be embossed with the FOBANA seal to prevent any counterfeiting.
- Section 7: A record will be kept to track who was invited.
- Section 8: The EC or HC may independently verify if a vendor is legitimate.
- Section 9: The EC may engage its own committees such as the Business & Investment Committee or the Bangladesh Liaison Committee to gather information and/or take the interview to ensure that these are legitimate vendors.
- Section 10: The EC may request additional documents from the vendors or engage any 3rd party companies such as IBFB to verify their documents.
- Section 11: The EC may decline the request to send an invitation if they deem a vendor illegitimate. The host committee will have to comply.
- Section 12: Vendors must deposit the stall reservation fee (set every year by the host committee – for instance: premium stalls \$2000, standard \$1500 and general \$1000) before an invitation letter can be sent to them.
- Section 13: A Vendor Stall Agreement form must be signed.
- Section 14: The Vendor must notify the FOBANA Executive Committee or Host Committee in writing

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about their intention to cancel the reservation no later than 7 days prior to the convention. After that date, no refund will be issued because the stalls can't be allocated to any new vendors after that date.

Section 15: Refunds will be issued within 90 days from the convention or a date set every year by the EC.

Section 16: 50% refund minus any bank transfer and/or PayPal fee if they notify within 7 days prior to the convention. Vendors applying for a US Visa must show proof of visa cancellation for a refund.

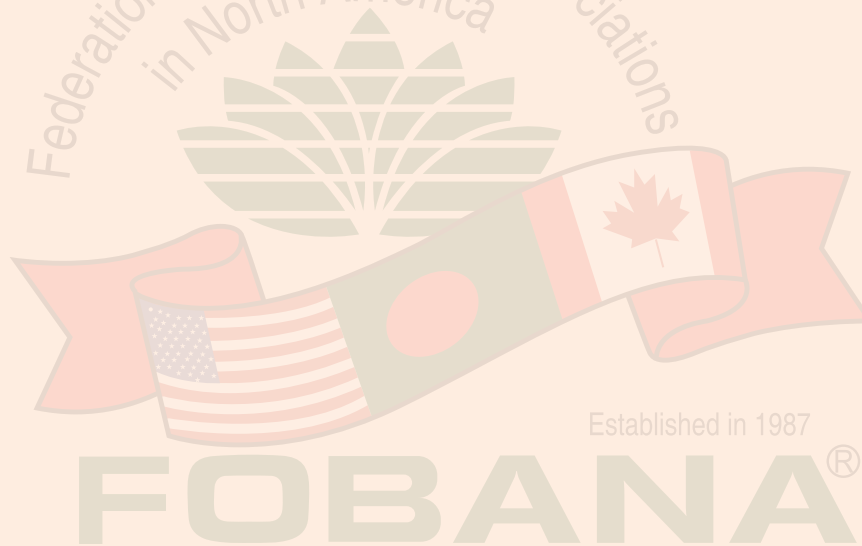
Section 17: No refund will be given if there are less than 7 days left of the convention.

Section 18: No refund will be issued to vendors who will receive US VISA but will not attend FOBANA. They will be reported to the US Embassy about their absence in FOBANA.

Section 19: A list of invited guests, vendors will be published in FOBANA website. Names that are not published will be called counterfeit and FOBANA will not be responsible for them.

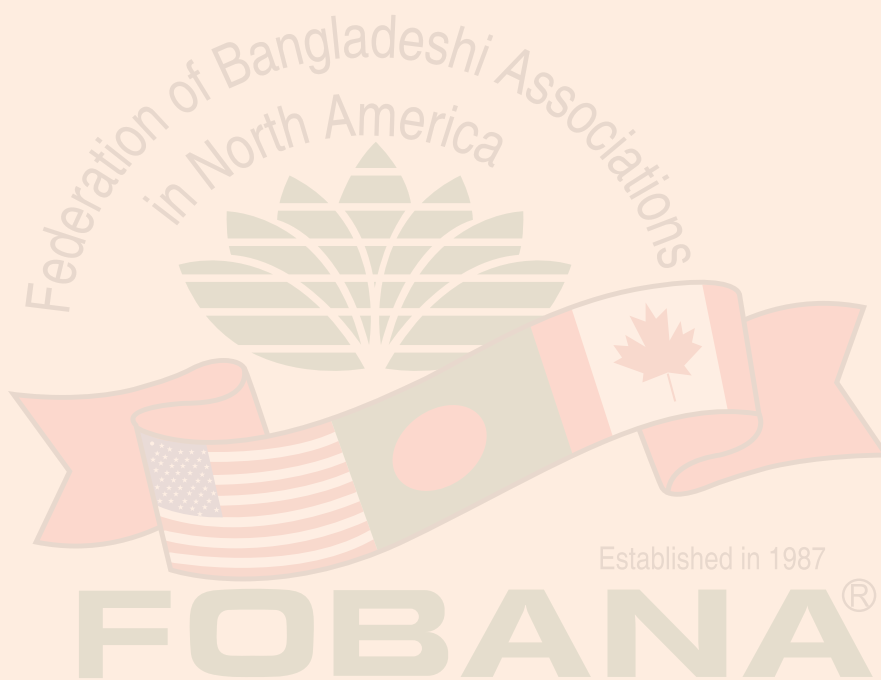
Section 20: There will be multiple ways to pay the vendor deposit

- I. Pay to FOBANA EC via wire transfer, ACH, check
- II. Pay FOBANA HC via wire transfer, ACH, check
- III. Pay online
- IV. Pay to a bank in Bangladesh set by EC or HC



**Revision History**

Version	Date	Updated By	Change Description
1.0	12-01-2020	Vice Chairman	<ol style="list-style-type: none"> <li>1. Additional requirement for voting rights</li> <li>2. Zero tolerance to maintain civility</li> <li>3. Website management via 3<sup>rd</sup> party vendor</li> <li>4. FOBANA Emergency Disaster Relief Fund program</li> </ol>
2.0	12-06-2021	Executive Secretary	<ol style="list-style-type: none"> <li>1. Added Article III Section 2 (b)</li> <li>2. Added Article III Section 3 (b)</li> <li>3. Updated Article XI Section 1</li> <li>4. Added Article XI Section 2</li> <li>5. Updated Article XVI: Section 9</li> <li>6. Updated Article VIII: Section 6</li> </ol>



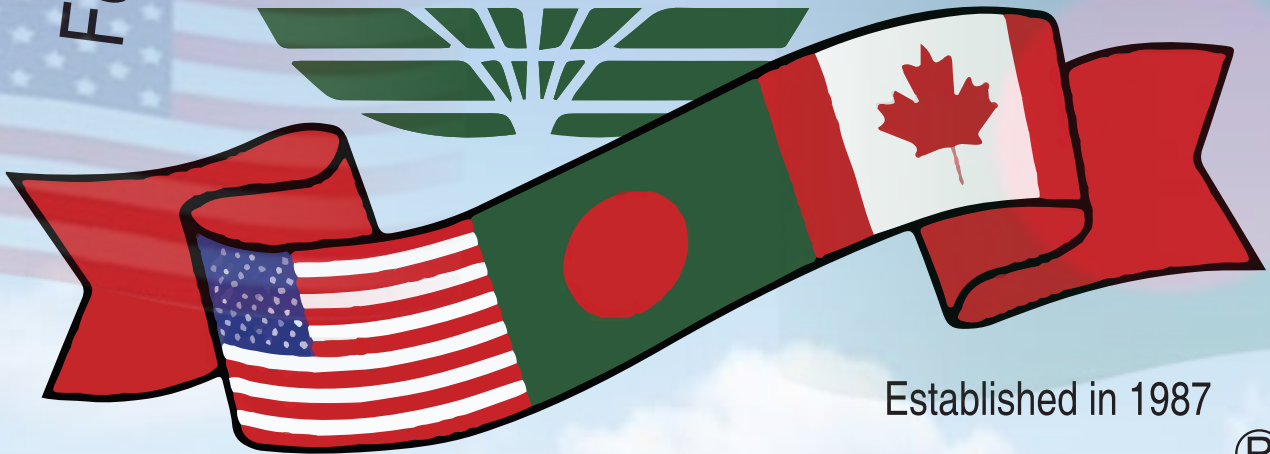
# আন্তরিক ধন্যবাদ ও কৃতজ্ঞতা জ্ঞাপন

ফোবানা উত্তর আমেরিকার সবচেয়ে বড় সংগঠন। প্রবাসের মাটিতে বাংলাদেশের গৌরবান্বিত ইতিহাস, কৃষ্টি ও সাংস্কৃতিক ঐতিহ্য তুলে ধরার প্রয়াসে এবং নতুন প্রজন্মকে সম্পৃক্ত করার লক্ষ্যে সুদীর্ঘ তিন দশকেরও বেশী সময় ধরে কাজ করে যাচ্ছে ফোবানা। বিভিন্ন কার্যক্রমের পাশাপাশি মানবিক কার্যক্রমেও ফোবানা এগিয়ে গিয়েছে সাহায্যের হাত বাড়িয়ে দেশে এবং প্রবাসে। আর এই সব কার্যক্রমের পেছনে রয়েছে অসংখ্য মানুষের আন্তরিক সহযোগিতা, সহভাগিতা, শ্রম, মেধা, সম্পৃক্ততা এবং ত্যাগস্বীকার। তাই আজকের এই পরিসরে আমরা আপনাদের সবাইকে ফোবানার পক্ষ থেকে অশেষ ধন্যবাদ ও কৃতজ্ঞতা জানাচ্ছি, যারা প্রত্যক্ষ বা পরোক্ষভাবে ফোবানার সাথে সম্পৃক্ত এবং ফোবানার পথচলায় সাথে রয়েছেন। ধন্যবাদ সকল কর্মী, স্বেচ্ছাসেবক, পৃষ্ঠপোষক, দাতা, মিডিয়া কর্মীসহ সকলকে, যারা ফোবানাকে ভালোবেসে সব সময়ই ফোবানার পাশে থেকেছেন। কৃতজ্ঞতা তাদেরও, যারা সারা বছরের কার্যক্রম ছাড়াও বিশেষ করে ফোবানা সম্মেলনে বিভিন্নভাবে অবদান রেখেছেন। আমাদের বিশেষ ধন্যবাদ এবং কৃতজ্ঞতা এবারের হোস্ট কমিটি “বাংলাদেশ এসোসিয়েশন অফ শিকাগোল্যান্ড” এবং তাদের নেতৃত্বদ ও কর্মীদের প্রতি আমাদের একটি সুন্দর ও স্বার্থক ফোবানা সম্মেলন উপহার দেয়ার জন্য। আপনারা আমাদের সকল সাফল্য ও অর্জনের অংশীদার। সবার জন্য ফোবানার পক্ষ থেকে অনেক অনেক শুভকামনা রইল।



ফেডারেশন অফ বাংলাদেশী এসোসিয়েশন ইন নর্থ আমেরিকা  
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