



# Economic Research Group

*Extending the Frontiers of Knowledge on Developing Economies*

## Economic Research Group

9/4, Block-D, Lalmatia, Dhaka-1207

Date: 13<sup>th</sup> April, 2011 at ERG Board Room

Governing Body Meeting no. 2011/1

### Members Presents:

Professor Wahiduddin Mahmud  
Professor Siddiquir Rahman Osmani  
Dr. Sajjad Zohir  
Dr. Syed Mainul Ahsan  
Dr. A.K. Enamul Haque

The meeting of the Governing Body held at ERG Board room, 13<sup>th</sup> April 2011 (Wednesday) at 12.30 noon. The meeting chaired by Professor Wahiduddin Mahmud.

1. Confirmation of the minutes of the last meeting no. 2010/3.  
The meeting confirmed the minutes of the meeting # 2010/3 after reading.

2. IGC-BGRP 2<sup>nd</sup> fiscal year. Involvement of Dr. Sajjad Zohir.

IGC has proposed to amend the current contract with ERG to include services of Dr. Sajjad Zohir and an office administrator.

This was agreed in principle.

3. New involvement with CDIP- Dr. Atonu Rabbani and others are going to explore a new idea of research and will undertake evaluation of the CDIP's tutoring program. Tentative value is 5,00,000.00 (Taka five lakh) only.

Approved in principle.

4. New ERG Fellow  
ERG fellowship for Dr. Muhammad Golam Sarwar, former Chief, Programming Division, Planning Commission, Government of People's Republic of Bangladesh, for a period of three years.

Dr. Muhammad Golam Sarwar is accepted to be a Fellow of ERG for a period of three years from 2011.

Chairman / Executive Director / Treasurer  
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5. Fixed Deposits

In order to manage funds efficiently **ERG GB approved** making a Fixed Deposit for Tk. 5,00,000 (Taka five lakh) only for Three month & another Tk. 5,00,000 (Taka five lakh) only for Six month at Bank Asia, Dhanmondi Branch, Dhaka. The signatories are Professor Wahiduddin Mahmud, chairman, Dr. Sajjad Zohir, Treasurer, Dr. A.K. Enamul Haque, Executive Director. Any two can operate the account.

6. Governing Body approved an honorary position of **Director Administration & Accounts.**

Dr. Muhammad Golam Sorwar is requested to be the Director Administration & Accounts of ERG from May 2011 until further notice. He has kindly agreed to provide this service on an honorary basis.

The meeting ended with a vote of thanks from the Chair.

  




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Minutes of the Governing Body  
Meeting # 2011/2, Date: 22 August 2011

Venue: ERG Board Room

## Members present

Wahiduddin Mahmud  
S R Osmani  
Ainun Nishat  
Fahad Khalil  
Sajjad Zohir  
Enamul Haque

The meeting was held on Monday 22 August 2011 at 5.15pm and was Chaired by Professor Wahiduddin Mahmud. It dealt with the following agenda:

## Agenda for the GB meeting and Resolutions:

1. Confirmation of the minutes of the meeting No. 2011/1  
*The minutes of the Meeting 2011/1 was approved with following observations*
  - a. *ERG's contract with IGC/LSE has been revised to include the services of Dr. Sajjad Zohir as the Co-Coordinator of BGRP with additional payment for his services.*
  - b. *An agreement was also signed with CDIP for the research study project.*
2. Contract with Madras School of Economics to be a part of the Global Development Network (GDN) funded project titled "Supporting Policy Research to Inform Agricultural Policy in sub-Saharan Africa and South Asia".  
Total value of the project is maximum \$10,000 and 10% overhead for ERG will be deducted.  
Dr. A.K. Enamul Haque will be Coordinator of the ERG Study Team.  
*The Meeting approved the above proposal from Dr. Enamul Haque..*
3. Discussion on renting space for ERG new office – our current landlord has requested us to vacate this premise by December 31, 2011.  
*The Meeting resolved that the choice of new office location be finalized after mid-October 2011 when IGC is able to confirm ERG regarding their future association with ERG beyond their current contract period. Meanwhile, ERG should let the IGC know that we are going to move to a new location by January 2012.*
4. Special Increments of Mr. Mizanur Rahman, Accounts cum Administrative officer & Babul Hossain, Office Support Staff (OSS).  
Pay scale for Mizanur Rahman: 11000-1000-20000 plus 50% houses rent Allowances plus 2 EID bonus (equivalent of the basic salary in each case) – current basic pay is 11,000.00



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*The Meeting resolved that Mr. Mizanur Rahman be given three additional increments with immediate effect and his new basic will be Tk. 14,000 and his gross salary will be 21,000 per month with House Rent Allowances. The increase is approved on the ground that cost of living had increased significantly during the past year and to give recognition to the sincere services provided by him.*

*Pay scale for Babul Hossain: 3000-300-6000 plus two EID Bonus equivalents of 50% of gross salary in each case. Current basic is: 3000*

*Babul Hossain's new basic will be 4000 taka per month with immediate effect. (Special Payment Tk. 100)*

5. Brief financial review

*Informed that current fixed deposit of ERG is about Tk. 20,00,000 which includes about Tk. 12,00,000 of project surplus fund so far transferred to ERG account.*

6. Any Other Business

*The Meeting agreed in principle with the following proposals:*

- a. *Dr. Sajjad Zohir informed that IGC has requested ERG to appoint an Office Manager (Research/Administrative Officer) to support BGRP-related activities, for which IGC Hub will pay ERG an additional amount outside the current contract. The additional amount will include the salary of the incumbent and a 10% overhead for ERG on account of facilitating finance management.*
- b. *Dr. Sajjad Zohir informed the Board that he is currently working on a proposal to change the modus operandi of BGRP. Under the new arrangement, that the IGC Hub is expected to agree channeling funds for approved research undertakings through ERG and ERG will receive 10% overhead for the management of the activities.*

*The Meeting suggested that such financial transfers to ERG be made on account of services to be provided, and no grant money be accepted.*

August 22<sup>nd</sup>, 2011



Chairman / Executive Director / Treasurer