

# Facilitators' Information

## A. Facilitators List

S.L	Name and Designation	Address	Phone and E-mail Address
1)	Mr. Syed Monzur Elahi Former Adviser of Caretaker Government.	House No-06, Road No-137, Block No-C (D), Gulshan, Dhaka-1212,	01711-525115 smelahi@apexfootwearltd.com
2)	Ms. Rokeya Afzal Rahman Former Adviser of Caretaker Government	122-124 Motijheel, C/A, Dhaka,	01711-563509 rokiarahman@hotmail.com
3)	Mr. Mahbubur Rahman, President, ICC, Bangladesh	Subastu Tower (5 <sup>th</sup> Floor), Panthapath, Dhaka,	011199-850219 9641283, 9641284 info@etbl.org
4)	Mr. Anis-ud-Doula Ex. President, ICC, Bangladesh	Chairman, ACI, tejgaon C/A, tejgaon, Dhaka-1208.	01711-840053 8870982-87 chairman@aci-bd.com
5)	Barrister Nihad kobir Vice-President, MCCI	House No-62, Road No-11, Danmondi, Dhaka,	02-8152835 02-8154769
6)	Mr. Tapan Chaudhury , Former Adviser of Caretaker Government	B,T,M,E,A 8, Panthapath, kawran bazar, Dhaka.।	01711-529977 8833074 (off) 8111203 (Res)
7)	Mr. Abdul Haque , Ex. Director F B C C I.	Haq's Bay 31 Inner circular Road, Nayapalton, Dhaka,	01713-453374 8312842-3, 9335372, 9335677 (off) 8315949 (Res) haqsbay@citech.net
8)	Mr. Monzur Ahmed, Adviser, F B C C I.	60 Motijheel Federation Bhaban, Dhaka.	01670-810916 8859739 (Res) mahmed019@hotmail.com
9)	Mr. Murshed Arif Chawdhury Director, Chittagong Chamber of Commerce & Industry .	House No-12, Road No-1, Nasirabad Housing Society, Nasirabad, Chittagong.	01819-311401 031-658724 macctg@yahoo.com
10)	Mr. MD. Abdul Latif Shikder. Ex. Member (NBR) Dhaka.	66/L, Indira Road, Dhaka.	01711-690408 alatifsikder@yahoo.com
11)	Mr. Ali Ahmed	Apartment No-A-2, House	01711-520060

	Ex. Member (NBR) Dhaka.	No-17, Road No-96, Gulshan, Dhaka	aahmed48@gmail.com
12)	Mr. Md. Shahab Uddin, Ex. Member (NBR) Dhaka.	Flat No-5C, House No-46, Road No-10A, Dhanmondi (Residential Area), Dhaka.	01711-1256555 8118284 mshahab48@yahoo.com
13)	Mr. Khaja Golam Sarwar, Ex. Member (NBR) Dhaka.	10 Park Road, Apartment- 401, Baridara, Dhaka- 1212.	01711-770200 8822297 khwajaghulamsarwar@gmail.com
14)	Faisal Ahmed Chawdhury Ex. Secretary, Ministry of Water Resource and Ex. Commissioner, Custom House, Dhaka.	House-65, Appartment-A- 2, Road-1, Block-I, Bonani, Dhaka.	01713-038328 9873201 (Res) acfaisal1944@hotmail.com
15)	Mr. A.M. Munsur Ahmed, Ex. Member (NBR) Dhaka.	Road-43, House No-37/A, Gulshan, Dhaka-12121.	01713-102090 01730-024838 ammasrur@hotmail.com
16)	Mr. Shah Alam Khan Ex. Member (NBR) Dhaka.	Flat No-B-3, House No- 20, Road No-16, Block No-B, Banani, Dhaka- 1213.	01711-302572 shahalamkhan678@gmail.com
17)	Mr. Md. Abdul Mannan Patowary, Ex. Member (NBR) Dhaka.	73, kakrail, 8th Floor, Room No-16, Dhaka.	01732-635720 patwarimannan@yahoo.com
18)	Mr. Golam Mahbubur Rahman, Ex. Member (NBR)	House No-25, Apartment No-G, Roae No-130, Gulshan, Dhaka.	9893056
19)	Dr. Md. Zahurul Hoque. Ex. Commissioner (NBR)	Apartment No-B-5, House No-84, Road No-23, Block No-A, Bonani, Dhaka.	01713-424871 01670431155 johrul.hoque@gmail.com
20)	Mr. Udayan Barua Ex. Additinal Commisisoner (NBR)	80/2, VIP Road, Kakrail, 1st Floor, Dhaka-1000.	01711-179708 48319198 udbarua@gmail.com
21)	Mr. Md. Nasir Uddin, Ex. Member (NBR) Dhaka.		01916-970242

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## **B. Facilitator's Qualification**

- A retired VAT Officials not below the rank of Joint Commissioner who is efficient and experienced in VAT related issues.
- An Officer from the Judicial Service not below the rank of Additional District Judge
- A lawyer or Chartered Accountant having 7 (seven) years of experience in VAT
- A retired Officer not below the rank of Deputy Secretary who is efficient and experienced in law and legislative matters
- Any businessman experienced in VAT.

## **C. Amendment of Facilitator's List**

National Board of Revenue can amend the list of Facilitators every six months after consultation with the Federation Chamber.

## **D. The Duties and Responsibilities of the Facilitators**

- ✓ To determine the subject matter of dispute to be settled
- ✓ To determine the method and strategy for the settlement
- ✓ To fix the venue and time for the meeting
- ✓ To provide instruction to submit documents
- ✓ To negotiate between both parties.

## **E. Facilitator's Code of Conduct**

- ✓ To perform duties with honesty and sincerity
- ✓ To perform duties independently and impartially
- ✓ Should not engage in an activity not related to the application
- ✓ Can take advice from third person
- ✓ To maintain secrecy for all procedures, documents and information
- ✓ If it is difficult to maintain neutrality, he should decline to facilitate the matter.