

LIST OF COMMITTEES AND SUB-COMMITTEES

ORGANISING COMMITTEE	Duties and Responsibilities	
Prof. Dipak Kanti Das	Chairman	
Prof. Md. Quamrul Islam	Co-Chairman	1. To give suggestions and advices to different sub-committees to make conference successful.
Prof. Md. Ashraful Islam	Member-Secretary	2. Search of Key note speakers.
Prof. M. A Taher Ali	Member	3. To arrange for finance.
Prof. S. M. Nazrul Islam	Member	
Prof. Amalesh C Mandal	Member	
Prof. M. A. Rashid Sarkar	Member	
Prof. Maglub Al Nur	Member	
Prof. Md. Maksud Helali	Member	
Prof. M Mahbubul Alam	Member	
Prof. Abu Rayhan Md. Ali	Member	
Prof. Chowdhury Md. Feroz	Member	
Prof. Md. Ehsan	Member	
Prof. Md. Zahurul Haq	Member	
Prof. Md. Ali	Member	
Prof. S. Reaz Ahmed	Member	
Prof. M. Ashiqur Rahman	Member	

INTERNATIONAL ADVISORY COMMITTEE	
Prof. W Ahmed (Canada)	Prof. A Kim (Korea)
Dr. S Bari (Australia)	Prof. H Mahfuz (USA)
Dr. M Chowdhury (Australia)	Prof. M Monde (Japan)
Prof. S J Chowdhury (USA)	Dr. J A Naser (Australia)
Prof. V G Desa (USA)	Prof. G Newaz (USA)
Prof. B Farouk (USA)	Prof. M Rahman (Singapore)
Dr. R G M Hasan (UK)	Prof. M H Rashid (USA)
Prof. M S J Hashmi (Ireland)	Prof. M Saka (Japan)
Dr. H Hirahara (Japan)	Prof. S H Salter (UK)
Prof. A M A Huq (USA)	Prof. P K Sen (India)
Dr. Z Huque (USA)	Prof. A R Sharif (USA)
Dr. Z D Hussain (USA)	Prof. J I Song (Korea)
Prof. O Islam (USA)	Prof. V Subramonian (India)
Prof. S Jeelani (USA)	Dr. S Wahiduzzaman (USA)
Prof. F Kaminaga (Japan)	Prof. D E Winterbone (UK)
Dr. E H Khan (USA)	

SECRETARIAT COMMITTEE	Duties and Responsibilities
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Prof. Abu Rayhan Md. Ali	Convener
Prof. Md. Ashraful Islam	Member-Secretary
Prof. Md Ehsan	Member
Prof. Chowdhury Md Feroz	Member
Dr. Alope Kumar Mozumder	Member
Mr. Nusair Mohammed Ibn Hasan	Member
Mr. Muhammad Reaz Mohiuddin	Member
Mr. Md. Faisal Haider	Member

1. To render supports and help execution of activities of sub-committees (esp. review and publication).
2. Receiving and properly registering abstracts.
3. Correspondence with authors.
4. Separate the papers to different subjects.
5. Collection of selected full length paper.
6. Make program schedule with session-chair and co-chair.
7. Preparation and distribution of invitation cards and fliers.

REVIEW COMMITTEE		Duties and Responsibilities
Fluid Mechanics	Prof. M. A. Taher Ali Prof. S M Nazrul Islam Prof. Md Quamrul Islam Prof. Md Mahbubul Alam Prof. Mohammad Ali Dr. Md Abdul Azim Dr. Md Mahbubur Razzaque Dr. Md Mamun Prof. Gazi Md Khalil (NAME) Dr. Feroz Alam (RMIT, Australia)	<ol style="list-style-type: none"> 1. To review the abstracts and full papers.
Thermal Engineering	Prof. M A Rashid Sarkar Prof. Maglub Al Nur Prof. Chowdhury Md Feroz Prof. Md Ehsan Prof. Md Zahurul Haq Prof. M Ashraful Islam Dr. Md Arif Hasan Mamun Dr. Alope Kumar Mozumder	
Applied Mechanics	Prof. Amalesh Chandra Mandal Prof. Md Maksud Helali Prof. Abu Rayhan Md Ali Prof. S Reaz Ahmed Prof. M Ashiqur Rahman Dr. Sanjib Chandra Chowdhury Dr. Wais Ahmed (Canada)	
Other Related Topics	Prof. Nikhil R Dhar (IPE) Dr. Abdullahil Azeem (IPE) Prof. M Aminul Islam (MME) Prof. M M Kamal Chowdhury (Math) Mr. M Mahbubur Rahman (PMRE)	

PUBLICATION AND TECHNICAL SUB COMMITTEE		Duties and Responsibilities
Prof. Maglub Al Nur	Convener	<ol style="list-style-type: none"> 1. Accumulation of full length papers. 2. Check for the conformity of papers in the prescribed ICME'09 format. 3. Preparation of the papers in prescribed format. 4. Preparation of book of abstract. 5. Preparation of CD
Prof. Md Ehsan	Member	
Prof. M Mahbubul Alam	Member	
Dr. Md Abdul Azim	Member	
Dr. Noor Al Quddus	Member	
Dr. Md Mamun	Member	
Ms. Sanchita Amin	Member	
Mr. S Farhan Ahmed	Member	
Mr. Md. Mahbubul Islam	Member	
Mr. Md. Faisal Haider	Member	
Mr. Hafizur Rahman	Member	

RECEPTION AND ACCOMMODATION SUB COMMITTEE		Duties and Responsibilities
Prof. M Ashiqur Rahman	Convener	<ol style="list-style-type: none"> 1. Arrange for reception and accommodation of foreign guests. 2. Correspondence with the guests for reservation of hotels and accommodation. 3. To make necessary arrangements for transportation
Dr. Sanjib Chandra Chowdhury	Member	
Mr. Abdul Motin	Member	
Mr. CM Ashraf	Member	
Mr. Mahbubul Islam	Member	

SOUVENIR AND REGISTRATION SUB COMMITTEE		Duties and Responsibilities
Prof. Amalesh Chandra Mandal	Convener	<ol style="list-style-type: none"> 1. Prepare for registration kits except abstracts and CD. 2. Prepare Lunch and dinner coupon. 3. Prepare Money receipt. 4. To buy souvenir. 5. Prepare certificates.
Prof. Chowdhury Md. Feroz	Member	
Ms. Sanchita Amin	Member	
Mr. Muhammad Reaz Mohiuddin	Member	
Mr. S Farhan Ahmed	Member	

ENTERTAINMENT SUB COMMITTEE		Duties and Responsibilities
Prof. Md. Maksud Helali	Convener	<ol style="list-style-type: none"> 1. Refreshments, lunch, dinner.
Prof. Chowdhury Md Feroz	Member	
Dr. Noor Al Quddus	Member	
Mr. S Farhan Ahmed	Member	
Mr. Chowdhury Mahbub Ashraf	Member	
Mr. Md. Hafizur Rahman	Member	
Mr. Masudur Rahman	Member	
Mr. Md. Nurul Islam Sikder	Member	

LOGISTICS AND SECURITY SUB COMMITTEE		Duties and Responsibilities
Prof. Md. Zahurul Haq	Convener	<ol style="list-style-type: none"> 1. Supply Multimedia, OHP and Pointer in the presentation halls. 2. Sitting arrangements. 3. Preparation of banners. 4. Decoration 5. Place indicators for different desks and conference places.
Dr. Md Mamun	Member	
Dr. Md Mahbubur Razzaque	Member	
Mr. Masudur Rahman	Member	
Mr. Faisal Haider	Member	
Mr. Faruk Ahmed	Member	
Mr. Hafizur Rahman	Member	

EXHIBITION SUB COMMITTEE		Duties and Responsibilities
Prof. M A Rashid Sarkar	Convener	<ol style="list-style-type: none"> 1. Preparation of spaces. 2. Circulation. 3. Correspondence. 4. Reservation of spaces for attending. 5. All other works for exhibition 6. Preparation for certificates
Dr. Alope Kumer Mozumder	Member	
Mr. Abdul Motin	Member	
Mr. CM Ashraf	Member	
Mr. Mahbubul Islam	Member	
Ms. Shahereen Chowdhury	Member	

TOUR COMMITTEE		Duties and Responsibilities
Prof. S Reaz Ahmed	Convener	<ol style="list-style-type: none"> 1. Selection of places. 2. Arrangement for visit.
Dr. Md Mahbubur Razzaque	Member	

CO-ORDINATION COMMITTEE		Duties and Responsibilities
Prof. Dipak Kanti Das	Chairman	<ol style="list-style-type: none"> 1. Coordination with different sub committees. 2. Monitoring and reporting the progress of work. 3. Fault findings and solving.
Prof. Md. Ashraful Islam	Member-Secretary	
Prof. Md. Quamrul Islam	Member	
Prof. M. A Taher Ali	Member	
Prof. S. M. Nazrul Islam	Member	
Prof. Amalesh C Mandal	Member	
Prof. M. A. Rashid Sarkar	Member	
Prof. Maglub Al Nur	Member	
Prof. Md. Maksud Helali	Member	
Prof. M Mahbubul Alam	Member	
Prof. Abu Rayhan Md. Ali	Member	
Prof. Chowdhury Md. Feroz	Member	
Prof. Md. Ehsan	Member	
Prof. Md. Zahurul Haq	Member	
Prof. Md. Ali	Member	
Prof. S. Reaz Ahmed	Member	
Prof. M. Ashiqur Rahman	Member	
Dr. Md Mamun	Member	
Dr. Sanjib Chandra Chowdhury	Member	
Mr. Nusair Mohammed Ibn Hasan	Member	
Mr. Mr. Muhammad Reaz Mohiuddin	Member	
Mr. Md. Faisal Haider	Member	

The minutes of the organising committee of ICME 2009 are attached for your kind perusal, information and action. The chairman of different subcommittees are specially requested to immediately start working with their respective committees without waiting for any further instruction from the organising committee.

Thanks.

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Prof. Dipak Kanti Das
Chairman
ICME 2009

Copy To:

- Prof. Abu Rayhan Md. Ali Convener Secretariat Committee
- Prof. Maglub Al Nur Convener Publication and Technical Sub Committee
- Prof. M Ashiqur Rahman Convener Reception and Accommodation Sub Committee
- Prof. Amalesh C Mandal Convener Souvenir and Registration Sub Committee
- Prof. Md. Maksud Helali Convener Entertainment Sub Committee
- Prof. Md. Zahurul Haq Convener Logistics and Security Sub Committee
- Prof. M A Rashid Sarkar Convener Exhibition Sub Committee
- Prof. S Reaz Ahmed Convener Tour Committee