



ORCA Endowment Fund Issue

Sponsored by : Mr. Zahidus Salam Mia (Dipok)  
Saturday May 1, 1993

**Dear members :**

This special issue of SPAN is published with the desire to inform you that the Executive Committee of ORCA has taken an endeavour to establish "ORCA Endowment Fund", the income of which will be used to meet the operational expenditure of ORCA. Publishing and circulation of this special issue is sponsored by Mr. Zahidus Salam Mia (Dipok) of 6th batch. The SPAN is drafted by Mr. Mohammad Mamdudur Rashid (Tulu) of 14th Batch. This SPAN will be sent to the mailing address (as per ORCA directory) of every ex-cadet. However, many of us might miss this issue either for postal fault or change in present postal/ mailing address. As each and every member is very important for creating the fund, the executive committee requests all to share this issue with at least two batch mates. This will facilitate reducing the number of missing cases. Following is a brief description of the Endowment Fund Program. With all the best wishes for your prosperous life-

Executive Committee of ORCA

**Introduction :**

ORCA has been established in 1972 after the graduation of the second batch from our beloved almamater "Rajshahi Cadet College". In the last two decades this organization has earned such a reputation in the society that every one of us feel proud of being a member of it. ORCA has started from the scratch but this reputation could be earned with very hard labour of every member in general and a few dedicated souls in particular. It is true that we have brought our organization to such a high standard but we left behind the experience of a lot of problems. To name a few, shortage of voluntary manpower to manage the activities, shortage of fund, lack of linkage to facilitate our activities and so on. Despite all the problems and shortcomings we did a lot of good works for ourselves as well as for the society. Since our activities have not been evaluated in the past it's proper time to make a search into our deeds of the past.

**What we did in the past :**

ORCA has been formed with the intention to keep the cohesiveness among ourselves after leaving our beloved almamater.

As because we love our almamater we have created this organization and through it, we are maintaining our friendship, linkage, and our fellow feelings. However, this was not the only goal of the organization. Our motto, as we all know, is "Let all of us prosper together". For this, we have tried to help ourselves in building our career, in establishing ourselves in the society. In this connection we have provided scholarship to many financially insolvent students so that they can continue their studies after passing from the college. Since the inception of ORCA, it has given scholarships to approx. 5 (five) students every year and till now has disbursed approx. Tk. 2,50,000 as scholarship. In addition to this, we have also some social objectives. We wanted to devote our strength of cohesiveness for the benefit of the society. We have donated blood almost every time we met in the past. Not only we have donated blood in our gatherings; we also arranged blood donation programs in various organizations. Till now, ORCA can claim organising 64 blood donation program in 20 years which means, more than three programs every year. Besides, we have arranged flood relief program in all the major devastating flood events of our country.

#### **How we did in the past :**

Besides all the above good things we did, as a matter of fact, we could not do every thing upto our minimum satisfaction level. At the very outset, ORCA does not have a permanent office of its own to manage its all the good activities. We are maintaining our current office in one of the rooms of the residence of Mr. Anisur Rahman, an ex-cadet of 2nd batch. With all his devotion to ORCA, he has permitted us to use one of the rooms of his residence since 1980-81. But, shouldn't we ask ourselves how long should we continue to use that? Though we are paying a nominal office rent of Tk. 500 only

since 1986, we could not move out to a place with more space for shortage of fund. Don't we feel that ORCA should have a desirable office of its own?

Even after providing so many scholarship in the past, we could not provide fund to all the deserving candidates of ORCA. How do we feel when we come to know from SPAN that one of the ORCA members has committed suicide due to financial problems? Don't we feel guilty to our conscience for this mishap. In every get together we arranged to donate blood donation. But, whatever we could do in the past fulfils only a negligible requirement of the country. Shouldn't we ask ourselves why could we not arrange more blood donation programs either among ourselves or in other organizations? Shouldn't we realise what is the major hindrance into our activities? What is the major problem we faced in the past?

#### **Major problems faced by ORCA :**

ORCA, as we all know, is a voluntary organization. One of the major problems we faced so far is the lack of voluntary services required to run such an organization efficiently and satisfactorily. This happened mostly because we are not having an office with sufficient space and some recreational facilities where we can meet at least once in a week and have some fun, recreation, and constructive discussion. Many of our members are not residing in Dhaka or as such in Bangladesh. Unless members of ORCA present in Dhaka do not meet on a regular basis, the driving force to communicate with members outside Dhaka remains absent. For this reason we can not formulate plans, organize enough activities to engage our members and attract their participation. We could not have a separate office with some recreational facilities because we do not have regular flow of fund to cover the expenditure. The amount of

money ORCA could raise every year through collecting members subscription (which could not be collected in full in any of the previous years), donations etc. that did not cover the expenditure to run such an office and undertake other activities on a regular basis. Therefore, till today, we had to depend on the generosity of Mr. Anisur Rahman for our office and of others for donation to cover expenditure of our special occasions. Absence of regular inflow of funds had always been a great problem for ORCA. Now it's time for us to think what we require to do in the future to overcome such problems.

### What we require in the future :

Every executive committee, so far formed, had a headache to collect fund to run the normal activities of ORCA. And with such ongoing headache, it is very difficult to plan for enough activities to meet the objectives. Therefore, now-a-days hardly any member could be found who actively wants to be a member of the executive committee. If this situation continues the future of ORCA can easily be visualised. At this moment ORCA needs some basic facilities which will attract the members of ORCA to get-together on a regular basis and attract their active voluntary participation. ORCA immediately needs an office with some recreational facilities and other necessary activities. Moreover, a permanent office secretary should be employed on a full time basis who will do the day to day activities required. Moreover, any member of ORCA will be able to contact ORCA office on any working day. We need to publish SPAN on a regular basis to inform every member about its activities and the news generated among the members. ORCA needs at least four get together to maintain life within the organization. Once we can regularise such activities we can formulate all the welfare programs i. e. scholarship program, blood donation program, relief & rehabilitation

program etc. on a regular basis. But to implement the preliminary thing we require some fund every year. Let us now think about the minimum fund requirement to have the aforementioned facilities.

### How much fund is required

In the section below, we can see the minimum fund requirement to have the aforementioned facilities :

### Expected Yearly Expenditure of ORCA

Office Rent	: @	4000	*	12	=	Tk. 48,000
Games Articles	: @	500	*	12	=	Tk. 6,000
Salary of the Office Secretary	: @	3000	*	12	=	Tk. 36,000
Other Office Expenditure	: @	2000	*	12	=	Tk. 24,000
Publication & Circulation of SPAN	: @	4000	*	4	=	Tk. 16,000
Logistic Support for Get Together	: @	10,000	*	4	=	Tk. 40,000
						<hr/> Tk. 170,000 <hr/>

### How can we collect the fund

Now we know that we require approx. Tk. 1,70,000 (Taka one lac seventy thousand only) per annum. To assure this amount of money every year we need a regular source of income which will generate this amount of money. The safest way of earning with least individual involvement is to earn the interest from fixed deposits or from government securities. There are other ways of earning; such as having some shops of ORCA's own and earn the rental. If we consider interest rate of 10% from the investment (either fixed deposit or government securities), ORCA needs to generate an investable fund of Tk. 17,00,000 (Taka Seventeen Lac only) which will return every year an amount of Tk. 1,70,000 (Taka One Lac seventy thousand). For this we have taken the concept of building an endowment fund which will be invested to earn the minimum amount of money we require.

### **Concept of Endowment Fund :**

To earn a regular income the concept of endowment fund is followed by organizations in development and developing countries. This is a fund which is invested to earn a regular income. All the regular expenditure is met from the income of the fund but the original amount is never spent. Therefore once an organization creates a fund of this type, it never faces any problem in earning a regular minimum income. With the same view, the current executive committee of ORCA has taken initiative to establish such a fund; initially of approx. Tk. 17,00,000. Once ORCA can raise the fund, it will be invested in the safest securities (fixed deposit, sanchaya patras etc.) or in possession of shops. All of these will generate regular income. The major source of building this fund has been considered to be the donation of the members of ORCA. Besides, different organizations can be approached for donations in such a fund.

### **Is the concept feasible :**

Seeing the apparently huge amount of the fund the question obviously might arise whether the concept of building such a fund is feasible or not. True that the target is apparently big but if all the earning members participate and cooperate sincerely, this won't be a difficult job at all. A batch wise target has been fixed to minimise the pressure on any individual batch. But before we go into that, it can be mentioned here that already a fund of this kind has been formed in ORCA naming ZANVIR EDUCATIONAL ENDOWMENT FUND. The following is a brief description about the fund :

### **Zanvir Educational Endowment fund :**

Zanvir Educational Endowment fund has been established on the 1st April, 1993 by

Mr. Zahidus Salam Mia (Dipok) of 6th batch. He is a chemical engineer and working in United States of America as the Project Engineer in Ducoa Company. The initial amount of the fund has been Tk.2,00,000 (Taka Two Lacs Only ) which is invested in sanchaya patras which will earn @ 12.5% per anum. The income of this fund will be spend mainly for scholarship program, however, other programs might be undertaken later. The scholarship program will start from the year 1993-94 . Apart from the principal fund of Tk. 2,00,000 Mr. Salam also donated Tk. 25,000 (Taka Twenty Five Thousand only) for the first year of the program; as one year will be passed before getting interest of the first year. In addition, he has committed a donation of approx. Tk. 50,000 (Taka Fifty Thousand only) more for the endowment fund. This amount will be disbursed by him in November/December, 1993 if the scholarship program runs well.

### **Endowment Fund Drive :**

In fact Mr. Salam initiated the idea of ORCA Endowment Fund and the matter has been discussaed among the members of the Executive Committee of ORCA including Mr. Salam in several meetings. An working strategy has been formulated in those meetings. It has been decided that the matter should be informed by the Executive Committee to all members of ORCA by a special issue of SPAN. After circulation of the initial special issue, a three months preparatory period will be allowed before the actual drive is undertaken. As per this program the following is the schedule for the endowment fund drive :

### **Publication & Circulation of Special Span : May 1993**

**Fund collection period : August - October, 1993**

Mr. Zahidus Salam has kindly agreed to sponsor the publication and circulation of this special issue. A bank account naming ORCA Endowment Fund (SB 3170) has been opened in National Bank Limited, Elephant

Road Branch for this purpose. Members should send their share in favour of ORCA Endowment fund. The fund should accompany the name and ORCA number of the sender. A summary statement will be prepared by the ORCA Executive Committee and be published in the regular SPAN of ORCA. Moreover, to acknowledge the contribution of the highest donors, the names of top twenty donors will be published in the regular publication of SPAN.

The target of the Endowment Fund apparently seems to be large but as said earlier the batch wise target seems to be quite realistic. Till now, 23 batches has passed out from our almamater. Out of those the last six batches have not yet become the earning member. In this situation, we could consider 1st 17 batches as the earning member. The middle batch, the 9th batch, has been given a target of Tk. 1,00,000 (taka one lac only) as their share of donation in the fund. Every senior batch has been given a target of Tk 10, 000 (Taka Ten Thousand) more and every junior batch has been given a target of same amount less. In this order the following became the individual batch target:

**Batch wise Target :**

Batch Number	Batch wise Target
1	Tk. 1, 80, 000
2	1, 70, 000
3	1, 60, 000
4	1, 50, 000
5	1, 40, 000
6	1, 30, 000
7	1, 20, 000
8	1, 10, 000
9	1, 00, 000
10	90, 000
11	80, 000
12	70, 000
13	60, 000
14	50, 000
15	40, 000
16	30, 000
17	20, 000
<b>Total : Tk. 17, 00, 000</b>	

**What is the role of a member in creating ORCA Endowment Fund :**

Every ex-cadet as an active member of ORCA, has a great role in this endeavour of creating the ORCA Endowment Fund. If there are 40 earning member in each batch that makes 680 earning members of ORCA. The average share of every ORCA member to contribute in this fund is Tk. 2, 500 (Taka two thousand five hundred only)  $(2,500 \times 680 = 17,00,000)$ . This should be the average amount of contribution of a member of 9th batch  $(1,00,000/40 = 2, 500)$ . Adding Tk. 250  $(10,000/40=250)$  for every batch of seniority above 9th batch one senior member can calculate his share. Similarly, subtracting Tk. 250 for every batch of juniority below 9th batch one junior member may know his share. As per this calculation the average contributing amount of a member becomes as follows :

Batch Number	Average amount of contribution per member
1	Tk. 4, 500
2	4, 250
3	4, 000
4	3, 750
5	3, 500
6	3, 250
7	3, 000
8	2, 750
9	2, 500
10	2, 250
11	2, 000
12	1, 750
13	1, 500
14	1, 250
15	1, 000
16	750
17	500

After knowing the average share of the batch mates one need to think about the financial position of himself with respect to his batch mates to finalise his share of contribution. After deciding the contribution amount, one should send either a demand draft/cheque in favour of ORCA Endowment Fund or cash to the ORCA office. With the draft or cheque

members should send names and orca numbers in order to facilitate the executive committee to keep the track of the money receipts.

Members can also approach to other organizations and convince them to donate in this fund which will be considered as the contribution of the concerned person/batch.

In this regard an appeal has been made to every batch to contribute Tk. 1, 00, 000 to this endowment fund in life time. Therefore, batches having a target less than this stipulated amount will contribute the balance amount later. Moreover, appeal has also been made to the junior batches for whom no target has been fixed and to future ORCA member batches to contribute this amount whenever that becomes feasible for them. These batches can contribute any amount at present (proper records of which will be maintained) to reduce their future contributable share.

Every member should also share this issue either by sending photocopies or through any other convenient means with at least two batch mates as the success of the drive depends on the awareness of the members about this fund and the role of the person.

#### **Special request :**

Even after all the good wishes of the members to keep the ORCA activities to a very light stand and, ORCA is really becoming sick due to shortage and irregular/unpredictable inflow of fund. How do we feel about this status of ORCA ? She is crying for our help and active participation.

The senior batches has done a lot of work by taking great hardship to create this organization and to keep the standard high. All the previous executive committees had worked very hard to run the activities as per

our satisfaction within many shortcomings and constraints. The young generation must feel the contributions of the seniors. They have got the organization in this operating condition but the seniors really know how much they had to work for such thing. The seniors can not hold the leadership for long, as their involvement in everyday life has increased to a great extent. But the seniors have also need to feel that when they are transferring the leadership to the juniors, what platform they are leaving for them to operate on. It needs a great deal of self realization. At this crucial moment let all of us work together to make a good platform for the new generation to take the leadership. Let us make the life of the future members quite easy and concentrate on activities rather than having the headache of raising operating fund every day.

As we all know, it is really difficult for ORCA office to keep track of all the members when they are changing addresses. Therefore, whenever any member changes his address, he should keep the ORCA office informed about it. It will pay him more than it will pay the office. He will be able to receive every correspondence of ORCA., will know each and every activities and lastly, will have his greater participation in ORCA. We should remember that every members service in ORCA is voluntary. So, all of us should place ourselves in the shoes of the members working in the office and act accordingly.

At last the executive committee requests all to do the following after receiving this issue :

- a. To share this issue with at least two batch mates.
- b. To send the demand draft/cheque in favour of ORCA Endowment Fund or cash with name and ORCA number to ORCA office at the earliest.
- c. To send the current address to ORCA Office whenever any changes take place.

Dear Mr.

Best wishes from ORCA for your happy and prosperous life. We wish, you have gone through this issue of SPAN quite thoroughly and got the essence of it. ORCA expects your full cooperation in this respect. As you have seen in this SPAN, the target contribution of your batch has been set to be Tk. .... and the average amount of contribution of a member from your batch becomes Tk.....The Executive Committee devoted its efforts to gather information in order to evaluate your financial position with respect to your batch mates and after best possible evaluation, expects an amount of Tk. .... as your contribution to ORCA Endowment Fund. The committee expects to receive your contribution very soon. If you wish to make your contribution through cheque or demand draft, please use the account given at the bottom of this page. If you wish to make your contribution in cash, send it directly to ORCA office. However, always remember to send your name and ORCA number with your contribution. LET ALL OF US PROSPER TOGETHER.

Sincerely,

ORCA Executive Committee

ORCA Endowment Fund  
SB Account No. 3170  
National Bank Limited  
Elephant Road Branch  
Dhaka

**LIST AND CONTACT TEL. NUMBERS OF EXECUTIVE COMM. MEMBER**

<u>DESIGNATION</u>	<u>NAME</u>	<u>OFF</u>	<u>RES</u>
President	Mr. M. Abdul Moyeed (2/42)	(02) 408999	(02) 407607
1st Vice President	Mr. Sayed Eskander (2/63)	(02) 812938	--
2nd Vice President	Mr. Abdul Moqaddem ( 13/711)	(02) 418101	--
General Secretary	Mr. Mofazzal Hossain (10/567)	(02) 406675	
Asstt-General Secretary	Mr. Mohammad Mumduzur Rashid(14/755)	(02) 507050-1	(02) 328874
Treasurer	Mr. Shamsur Rahman(18/1014)	---	
Organizing Secretary	Mr. Ashrafuzzaman (13/746)	---	(02) 323159
Public Relation Secretary	Mr. Abdul Qayum (5/219)	(02) 241227, 862521-3	(02) 505724
		(02) 235668	
Cultural Secretary	Mr. M. Saiful Islam (10/576)	(02) 412744	
Publication Secretary	Mr. Md. Arifuzzaman (3/372)	(02) 405131-5/347	
		(02) 834800-04	
Sports & Entertainment Secretary	Mr. A.S.M.Iftikharul Haq (21/1126)	---	(02) 406007

**BOOK POST**

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250, NEW ELEPHANT ROAD  
DHAKA-1205  
BANGLADESH  
PHONE : 509694**