

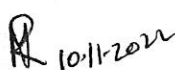
**Manarat Dhaka International School & College**  
Gulshan, Dhaka-1212

MDIC/AO/F-6/01

09 November 2022

**Notice**

1. MDIC is going to collect money from the members (faculties, employees, students & parents) of MDIC to distribute blankets which will be bought with this money to help the distressed people of Bangladesh in winter.
2. **Collection of Money:**
  - a. Convener of MSWA will be overall responsible to collect the money.
  - b. Students will deposit the money to their respective class teachers.
  - c. Faculties and employees will deposit their money to Mr. Mohammad Foyez Ahmed, Senior Lecturer (male section) and to Ms. Roksana Khanam Sumi, Assistant Professor (Female Section).
  - d. Two boxes will be placed near to the gate 1 and gate 2. Parents and other members may deposit their money to those Boxes.
3. **Purchase and distribution of blankets:**
  - a. MSWA Committee will buy the blankets from the market. Efforts will be taken to buy with less cost but better quality.
  - b. MSWA Committee will select some places where the real needy and distressed people are available. They will also distribute the blankets to those distressed people.
4. Everybody is requested to deposit their money by 10<sup>th</sup> December 2022.
5. Administrative arrangement will be done by the Administrative Officer.
6. All are requested to extend their spontaneous support to this program.

  
Vice Principal (Day)  
MDIC

  
Vice Principal (Morning)  
MDIC

  
Principal  
MDIC

**Copy to:**

- Principal's Office
- Vice Principals (Morning & Day)
- All faculties, employees and students through circular
- Chief Accounts Officer
- Administrative Officer
- Online Information
- SMS to parents
- Office Copy

**Information:**

- Secretary, Manarat Trust