

Dear all,

Greetings from the secretariat of SCB (DMCC BRAC)!

Please book your time for SCB meeting on 8 February, 2017 which will be held at meeting room 1, BRAC centre (3rd F), 75 Mohakhali, Dhaka 1212. Meeting will be held from 9.00 am to 13.00 pm followed by lunch. Tentative meeting agenda are,

- Review of last meeting minutes
- Launching of SCB web page
- Yearly work plan for the year 2017
- AOB

You are requested to provide your views and comments on annual work plan to be determined in the meeting so that we can compile it at the meeting. In this regard, we have decided to open up sphere school where people (practitioners, researchers, undergrad students etc.) could learn on sphere and others humanitarian knowledge. Two class will be held every month. I am happy to inform you that we have already completed the web site design and related works. Here I am sharing the link for your observation. Please let us know your suggestion if any. We will launch it officially on the meeting day.

SCB web page link: [www.spherebangladesh.com](http://www.spherebangladesh.com)

We welcome your suggested agenda for the meeting (if any). Please confirm your participation through a reply mail.

Thanks for your cooperation.

Regards

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**Moyen Uddin Ahmmed**

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