



POST-EVENT REPORT OF LET'S IFTAR TOGETHER!

LOCATION

Dewan Sri Resak, KTDI

DATE & TIME

25th April from 05:00 pm to 09:00 pm

ORGANIZER


GLOBAL BUDDIES (GB)

&

INTERNATIONAL STUDENT SOCIETY CENTRAL

THEME

LET'S BE HEALED TOGETHER IN RAMADHAN

	PREPARED BY	RECOMMENDED BY	APPROVED BY
SIGNATURE			
NAME	NADZEERA BINTI ADZRA'AI	PUAN NORFAEZA BINTI ALI	ASSOC. PROF. DR. ARIFFIN ABU HASSAN
POSITION	Secretary of Let's Iftar Together!	Senior Assistant Registrar UTM International	Associate Director GEE UTM International
DATE	17/05/2021		

1.0 PURPOSE OF PROPOSAL

The purpose of this proposal is to obtain approval from ASSOC. PROF. DR. ARIFFIN ABU HASSAN as UTM International in organizing **Let's Iftar Together!**

2.0 INTRODUCTION

Let's iftar together, was a successful event organized by UTMi Global buddies and ISS-Central on 24th April 2022.

After 5pm, participants started to show up at the event starting with the first VIP guest Assoc. Prof. Dr. Mohd Ariffin Bin Abu Hassan. Unfortunately we were expecting more than 20 VIP guests, but most of them couldn't manage to attend.

The event started at 6pm with a word from the manager of students activity followed by a word from the Associate Director of Global Education & Experience Assoc. Prof. Dr. Mohd Ariffin Bin Abu Hassan. Moreover, a list of nine participants with the director of the programme Maidul Hasan Masum got into the stage to khatam Quran, with each one of them the last 10 surah. Last but not least, it ends with khatam doa holded by the PhD student in civil engineering, Abdulrahman Zahid Abdulkarem.

At 07:10pm the 120 participants started to break the fasting followed by praying. After the prayer the iftar food was ready to be distributed to the guests. Finally, the event end with a beautiful photo section with Assoc. Prof. Dr. Mohd Ariffin Bin Abu Hassan (big brother).

2.0 PROGRAMME INFORMATION

2.1 PROGRAM OBJECTIVE

- Breaking the fast and doing Iftar with UTM Communities.
- Strengthen the bonding between the international students to make them feel at home during this holy month and not forget to celebrate with the UTM local students and staff.
- To share Ramadhan's blessing with local and international students as well as be able to reward ourselves to serve and gain the blessing.
- To provide the opportunity for the goods and generous people to donate and help to feed the Muslims for the iftar.
- Spread the spirit of compassion and solidarity among Muslims.
- To increase the involvement of local and international students in activities outside of academic schedules.

2.2 PROGRAM JUSTIFICATION

Ramadan brings us closer to one another as it teaches us to be patient and respect others despite their background and nationality which in turn takes us closer to our Creator. It is mandatory for the faithful to devote as much time as possible to gather together and strengthen the relationship between muslims during this fasting month. ISS central and GB have organized an Iftar together to encourage the bonding among UTM international students and local students to share the blessing of the Holy Month. There are a lot more benefits, so we were thinking of making a program in this blessed month of Ramadan that will attach everyone to the holy Quran, especially the UTM society.

2.3 PROGRAM NAME

Let's Iftar Together!

2.4 DATE & TIME

25th April from 05:00 to 09:00

2.5 VENUE

Dewan Sri Resak, KTDI

2.6 ORGANIZED BY

GLOBAL BUDDIES & ISS-CENTRAL

2.7 TARGET AUDIENCE

Students & Staff of UTM

2.8 TARGETED PARTICIPANTS

120 Participants

2.9 LIST OF COMMITTEE MEMBERS

Please refer to attachment A.

2.10 ORGANIZATION FIELD TASK

Please refer to attachment B.

3.0 PROGRAMME EXECUTION

3.1 PROGRAM'S TENTATIVE

Please refer to attachment C.

4.0 ESTIMATED BUDGETS

Please refer to attachment D.

5.0 APPROVAL

ASSOC. PROF. DR. ARIFFIN ABU HASSAN is requested to approve the proposal for organizing the **Let's Iftar Together!**

6.0 SUMMARY

The team has created a Whatsapp Group for all of the participants for the online 'Lets Khatam Al-quran' event. It was created on April 1st followed by the promotion and introduction from the crew members. The list of participants and their respective chapter to read were given through a link which can be accessed by every participant of Lets Khatam Al-quran. The list includes the live updates from the participants if they are still in progress, finished or did not start any progress. In the Whatsapp group, everyone was so encouraging and eager to finish their own parts as it gives positivity towards other contestants. This online khatam al-quran is going bigger when the team decided to do a physical Iftar to celebrate the reciters for their participation and good spirits. Therefore, just after a few weeks of the Khatam Quran happening, the team prioritizes the reciter to register themselves before the words are spreading to the other groups. This is because the Lets Iftar Together limit to certain number of people to join. The registration was filled in within 10 minutes from the UTM community. A total of 120 people came for the Lets Iftar Together event on 25th April at Dewan Sri Resak with free entry fees. The event starts at 5pm where the participants started to gather and all the volunteered reciter from local and international students presenting themselves by reciting live at the stage.

The crowd gets bigger and everyone gathers at the respective table regardless of their nationality and background. The arabic cuisine is the main dish for the night and some malay side dish called karipap which caught most of the international students during the event. We had a closing ceremony by having a speech by Dr Ariffin and the director of Let's Iftar Together, Masum.



Prepared by,



NADZEERA BINTI ADZRA'AI

SECRETARY OF PROGRAM

Let's Iftar Together! Program
Universiti Teknologi Malaysia

Verified by,

Maidul Hasan Masum

MAIDUL HASAN MASUM

DIRECTOR OF PROGRAM

Let's Iftar Together! Program
Universiti Teknologi Malaysia
No. Tel: 011-29145537

LIST OF COMMITTEE MEMBERS

ADVISOR

Nur Syahera binti Sobri

A18SC0232

Siti Azreendayani Binti Abd Rahim

961230235028

DIRECTOR

Maidul Hasan Masum

A19EC4011

SECRETARY

Nadzeera binti Adzra'ai

A20HM0060

Momen Mahgoub Ahmed Hussein

A19EE4056

MULTIMEDIA & PUBLICITY UNIT

Wan Muhammad Akid bin Wan Abd Samad

A19EM0467

Abdullah AL Nahid

A21EC4040

Fahim Tajwar

A19EE4066

TREASURER

Fazlur Rahman

PBE183025

TECHNICAL

Md Mosharof Al Ahsan

A19EC4014

AFFAIRS & MISCELLANEOUS

Nur Atiqah binte Osman

A20BS0170

Sharifah Anisah binti Syed Sahabudin

A19EE0150

PROTOCOL

Mohamed Cheblal

A18KE4048

Nazmus Sakib

A20EC4046

FOOD MANAGEMENT TEAM

Zinat Ferdous

T21EC0124

Tayeb Mahmood Sami

A21EM3007

Syed Shefat Al Shahriar

A21EC9118

DECORATION TEAM

Shelly Tan

A19SC0378

Elizabeth Tyra

A19SC0064

Nursyah Fitri Binti Mahadi

A19SC0313

Sajid Shah

A20EC4050

MISCELLANEOUS TEAM

Kyna Lani Edward

B20BE0012

Veronica Suwanang Raymond

A20EE0282

Ibrahim Ismail Bin Abu Bakar

A18PP0038

Joshua Rapheal Justtin

A20EA0044

Nurul Hazimah Binti Kamsaini

A21HM0120

ORGANIZATION TASK FIELD

DIRECTOR

- Plan each program implementation.
- Designing the action of each program implementation and decision making.
- Ensure smooth work and oversee committee meetings.
- Manage all correspondence matters, contacts for meetings, invitations and others along with the Secretary.

SECRETARY

- Record minutes of meetings and any issues arising.
- Collect and coordinate information and reports from each bureau.
- Manage all correspondence matters along with the Director.

MULTIMEDIA & PUBLICITY UNIT

- Design posters.
- Acts as a program documentation unit.
- Responsible for copywriting.
- Update on GB social media accounts before, during and after the program.
- Manage the PA system during the program.

AFFAIRS

- Handle and link all relations between Global Buddies and the external team.
- Handle e-certification and merits.
- Support other units.

PROTOCOL

- Work on program flow with the Director.
- Handle registration.
- Prepare scripts.

MISCELLANEOUS

- Propose activities to be conducted during the program.
- Prepare an accurate and organized program's tentative.
- Prepare the program's module.

PROGRAM'S TENTATIVE**25th April 2022 (Monday)**

TIME	ACTIVITY	KEY PERSON
05.00 pm	Technical preparation	Multimedia
05.30 pm	Gathering The Participants	Affairs / Protocol
06.10 pm	Opening Ceremony	Emcees
06.25 pm	Speech From the Honorable VIP	VC, Dr Ariffin
06.45 pm	Quran Recitation	Emcees
07.00 pm	Preparation For Iftar Ceremony	Protocol
07.20 pm	Maghrib Break	-
09.00 pm	End of Event	Emcees

ESTIMATED BUDGETS

INCOME	EXPENDITURE
1. Allocation of ISS-C <div style="text-align: right;">RM 325</div>	1. Food: 120 Participants <div style="text-align: right;">RM 22 x 100 participants = RM 2200</div> Date- 1 Water-1 Juice - 2 Yoghurt - 2 Fruit - 3 Curry puff- 1 Rice-12 <div style="text-align: right;">RM 35 x 20 participants = RM 700</div> Date- 1 Water-1 Juice - 2 Yoghurt - 2 Fruit - 3 Curry puff- 1 Rice- 25 (Chicken + Lamb)
2. Allocation of Global Buddies <div style="text-align: right;">RM 500</div>	2. Decorations and Stationary Items Table Clothing - 5 * 25 = 125 Renting Tables - 15 * 10 = 150 Rest Decorations = 200 Stationary Items = 25 <div style="text-align: right;">Total = RM 500</div>

		<p>Bunga Telur x 2 set = RM170 (60 pieces include stand rent) Bunga Manggar x 2 set = RM35 (60 pieces) Goodies - RM3 * 30 = RM90 (for reciters & LKT) Transportation/Delivery = RM50</p> <p>Total = RM 345</p>
		<p>4. Contingency : 10%</p> <p>RM 374.50</p>
TOTAL	RM 825	<p>TOTAL</p> <p>RM 4119.50</p>