

Government of Pakistan
Ministry of Religious Affairs & Interfaith Harmony

No.1 (7)/2025-26-HP

Islamabad, the 26th September, 2025

**PROCEDURE FOR SUBMISSION OF HAJJ APPLICATION FORM AGAINST
LABOR QUOTA/ LOW PAID EMPLOYEES FOR HAJJ 2026**

- i. The applications of the corporate entities for labor/low paid employees quota will be received through Workers Welfare Fund in the Ministry for consideration. The applications from corporate entities shall reach to the following address:

Secretary,
Workers Welfare Fund (WWF),
Building No. 2 Street No. 39 Mauve Area, G-10/4, Islamabad.

- ii. The Ministry will get verification of the workers identification from EOBI, if required.
iii. The application of public sector organizations will be received through their department/organization directly in the Ministry on the following address:

Section Officer (Hajj Policy),
Ministry of Religious Affairs & Interfaith Harmony,
Room No. 16/C first floor Kohsar Block New Pak Secretariat, Islamabad.

- iv. The committee of the Ministry constituted for finalization of reserved quota will scrutinize and finalize all the applications in respect of Labor/Low paid employees, etc.
v. On approval, the Hajj Policy section of the Ministry will issue a system generated letter to the concerned organizations and focal persons of the concerned designated banks.
vi. The nominees shall receive the Hajj application Form in person from the following designated bank branches of the following banks on production of system generated letter of the Ministry and original CNIC/Passport. However, in case of female applicant or in unavoidable circumstances the authority letter may be submitted along with original CNIC/Passport of the applicant. The bank will retain the copy of CNIC of each nominee/person receiving Hajj application Form to avoid any malign activity.

Designated Bank 1	Designated Bank 2	Designated Bank 3	Designated Bank 4
NBP Bank	MCB Bank	Meezan Bank	UBL

- vii. Nominee / applicant will fill the form and submit it in the same branch along with the letter of the Ministry and Hajj dues.
viii. The Banks will mark / punch the entry in the system provided by the Ministry against each nominee / applicant to make sure that Hajj dues have been deposited in bank.
ix. The Hajj application form authorized by the committee will not be transferable.
x. The applicant should deposit Hajj dues along with the form within 07 days in bank otherwise it would be treated as cancelled / lapsed.


(Akram Shafique)
Section Officer (HP)
051-9205212

Copy to:

- i) PS to Minister for Religious Affairs and Interfaith Harmony
ii) PS to Secretary, RA&IH, Islamabad.
iii) In-charge IT Cell, with request to upload it on Ministry's website.



GOVERNMENT OF PAKISTAN
MINISTRY OF RELIGIOUS AFFAIRS AND INTERFAITH HARMONY

NOMINATION FORM FOR LABOR/LOW PAID EMPLOYEES OF
CORPORATE/PRIVATE SECTOR ORGANIZATIONS FOR HAJJ-2026

Name of Organization					
Mailing address / Contact details					
Total Strength of Organization					
Organization's EOI/WWF Registration Number					
Name, designation & Contact number of Focal Person of the nominating authority					
NOMINATIONS FOR LABOR/LOW PAID EMPLOYEES QUOTA FOR HAJJ 2026					
S/No	Name	Designation	E.O.B.I No.	CNIC No.	Cell No
i.					
ii.					
iii.					
iv.					

- i. It is certified that no officer or any family members are included in the above nominations.
- ii. It is certified that Hajj expenses of the above named employees will be met from the fund established under Corporate Social Responsibility (CSR) and not from own expenses or any Government budget.
- iii. It is certified that all above nominated workers / labors are in BPS 1-9 or equivalent scale and their organization(s) is / are registered with EOI/WWF.

Name, Designation & Signature of Nominating Authority

Note:

1. All the nominations should be on prescribed form duly filled in all respect and no action will be taken on incomplete information.
2. All the workers/labors in BPS 1-9 or equivalent of the organization registered with EOI/WWF are entitled. However, preference may be given to least paid and lower scale employees.
3. Number of the EOI card of each worker/labor shall be mentioned against his / her name.
4. The worker must be covered under the definition of a worker as per Industrial Relation Act (IRA) 2017.
5. No officer or any family member(s) are entitled against labor/low paid quota. However, only Mehram is entitled, if any female employee is nominated to perform Hajj under laborers/low paid employee's quota.
6. No substitution in nominations is allowed except death and disease cases subject to submission of documentary proof.
7. **All nominations should be submitted through Head Office.**
8. No separate nominations would be entertained.
9. The applications of the corporate entities for labor/low paid employees quota will be received through Workers Welfare Fund in the Ministry for consideration. The applications from corporate entities shall reach to **Secretary Workers Welfare Fund (WWF), Mauve Area, Street No. 39, G-10/4, Islamabad.**
10. The nominations must reach this Ministry by **13th October, 2025**, enabling this Ministry to decide the cases timely. Applications received after due date will not be entertained by the Ministry.
11. Valid CNIC and latest Medical certificate are mandatory with Hajj application.