

Government of Pakistan
Ministry of Religious Affairs and
Inter Faith Harmony

No.F.1(4)/2023-HGOs

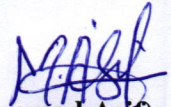
Islamabad, the 5th June, 2023

Chief Executive,
(Hajj Group Organizers)
Through Chairman, HOAP

CIRCULAR

Subject: **UPDATION OF RECORD ON HGO-MIS REGARDING CHANGE OF MANAGEMENT / COMPANY'S OFFICE ADDRESS.**

I am directed to refer to the subject cited above and to state that Chief executive(s) of the quota holder HGOs who have undergone change in management or office address and subsequently received NOC from this Ministry, are hereby directed to submit duly attested copies of Form-29 and Form-21, along with the provided proforma (**Annex-I**), to this Ministry by **January 22nd, 2024** otherwise NOCs issued by this Ministry shall be stand cancelled.


(Muhammad Asif)
Section Officer (HGO)

Copy to:

- i. AD (IT) for uploading at Ministry's website as well as on HGO-MIS.
- ii. Chairman, HOAP.

REQUIRED INFORMATION FOR MIS IN-COMING MANAGEMENT (JPG FORMAT)**Particulars of in-Coming Chief Executive / Director (جوئے آرے ہیں ان کی تفصیل)**

Name of Company	
Enrollment No.	
Mannazam No.	
Form 29, True Copy Issued from SECP	
Form A, True Copy Issued from SECP	
Copy NOC Issued from (MORA)	
Name of Chief Executive or Director	
Residential Address:	
Residential Telephone No.	
Passport No.	
Place of Issue:	
Date of Issue:	
Date of Expiry	
CNIC No.	
NTN NO.	
Mobile No.	
Mobile No. in KSA:	
Chief Executive / Director Photo:	(JPG format)
Specimen Signature	(JPG format)
CNIC Front Scanned Colored:	(JPG format)
CNIC Back Scanned Colored::	(JPG format)
If the Director has Directorship/Partnership in other Company/Firm, Please indicate the Name of Company/Firm.	
Name of Company/Firm:	
Business of that Company/Firm:	
Details of Out-Going Management CE/ Dir of the company since allocation of Hajj quota	
Name	
Designation	
From Date	
To Date	
Details of Share Holders (In-Coming)	
Name:	
Father's Name:	
Designation in Company:	
Value of Shares:	
Total No. of Shares:	
% of Total Shares:	
Shares Holder CNIC No.	
Change Address/POD Since allocation of Hajj Quota	
Address:	
POD:	
From Date	
To Date:	
Form 21, True Copy Issued from SECP.	
Copy NOC Issued from (MORA).	