



# YEAR BOOK 2018-2019



**Government of Pakistan  
Ministry of Religious Affairs  
and Interfaith Harmony  
Islamabad**



**MINISTRY OF RELIGIOUS AFFAIRS  
AND INTERFAITH HARMONY**

**2018-2019**

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Ministry of Religious Affairs  
and Interfaith Harmony  
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### **MESSAGE**

Islam is the religion of peace, tolerance, brotherhood, peaceful co-existence of mankind and its social system is based on justice, equality and negation of all types of discrimination.

The Ministry made all-out efforts to achieve Islamic ideals as laid down in the Constitution of Pakistan. The religious scholars' services were used to sensitize and mobilize the community to maintain sectarian and inter-faith harmony. Cooperation and coordination with Islamic and other countries was strengthened to project the true and soft image of Islam and wean away the Muslim Youth from the extremist groups. The crux of our untiring efforts was to pay undivided attention to:

- i) Facilitate the pilgrims for Hajj and Umrah.
- ii) Root out sectarianism/extremism and promote sectarian and interfaith harmony.
- iii) Take concrete steps for the welfare of minorities.

National and provincial level conferences were held for promoting inter and intra faith harmony. Concrete steps were taken to mainstream various segments of society and create an environment of peace and harmony. The consensus of all religious scholars on unified timing of *Azan and Salat* in Islamabad is a milestone towards unity and fraternity. People from different schools of thought participated in National *Seerat* Conference where different aspects of the *Seerah* of Muhammad (SAW) were highlighted. In this context, further utmost efforts will be made to project the true image of Islam. The policy and plan for *Hajj* 2018 has been carried out successfully and to the full satisfaction of *Hujjaj*.

In the end, I would like to appreciate the valuable services of all the functionaries of the Ministry who remained instrumental in achieving all the given targets/tasks in respect of Hajj operation, inter and intra faith harmony and spreading the true spirit of Islam..

**(Pir Noor-ul-Haq Qadri)**  
Minister for Religious Affairs  
and Interfaith Harmony



## **PREFACE**

In pursuance of Sub Rule (2) of Rule 25 of the Rules of Business, 1973, Year Book 2017-18 of this Ministry is being published for information of the Cabinet as well as general public.

The Ministry facilitates *Hajj* Pilgrims and *Zaireen*. It helps Muslims to order their lives in accordance with the teachings of the Holy *Quran* and *Sunnah*. The Ministry spearheads/leads policy initiatives including legislation for interfaith harmony, international agreements and commitments in respect of all religious communities and implementation thereof. The Ministry holds National *Seerat* Conference, *Mehfil-e-Shabeena* and *Hifz-o-Qirat* Competition, meetings of National Commission for Minorities and celebrates different religious festivals/events of non-muslims with great zeal. For the uplift of minorities, the Ministry launches small development schemes, provides financial assistance and scholarships to deserving non-Muslim students. The contribution of following officers is acknowledged for their input and valuable advice in the preparation of the Year Book: -

- i) Capt (R) Muhammad Aftab  
Additional Secretary
- ii) Mr. Muhammad Ashraf Lanjar  
Senior Joint Secretary (A/F)
- iii) Mr. Tahir Ehsan  
Joint Secretary (Hajj)
- iv) Mr. Niaz Muhammad Khan  
Joint Secretary (D&Z)
- v) Mr. Noor Salam Shah  
Director General (R&R)

The “Year Book” will serve as a reference to evaluate our performance in terms of achievements of targeted goals and objectives.

**(Muhammad Mushtaq Ahmed)**  
Secretary  
Religious Affairs & Interfaith Harmony

## **INTRODUCTION**

The Ministry of Religious Affairs was created in October, 1974. Prior to 1974 various Ministries had been dealing with hajj operations. In 1976, the subjects of Minorities Affairs and Overseas Pakistanis were merged with this Ministry and the Ministry was renamed as “Ministry of Religious Affairs, Minorities Affairs and Overseas Pakistanis”. They were separated from the Ministry in 1977 and 1992, respectively. However, the subjects of Minorities Affairs and Zakat & Ushr were merged with this Ministry in 1996. The Zakat & Ushr Division was again separated from this Ministry in October/November, 2008. Hence, the Ministry was renamed as Ministry of Religious Affairs. After devolution of subject of Zakat & Ushr, a Zakat Cell has been created in this Ministry. In June, 2013, erstwhile Ministry of National Harmony was merged with Ministry of Religious Affairs emerging as Ministry of Religious Affairs and Interfaith Harmony. The Ministry has the following Wings:

- Hajj Wing
- Dawah and Ziarat
- Research and Reference
- Zakat and Umrah
- Interfaith Harmony
- Admin and Finance

## **MAIN FUNCTIONS OF THE MINISTRY OF RELIGIOUS AFFAIRS AND INTER-FAITH HARMONY**

1. Formulation of Hajj Policy
2. Arranging the Muslim pilgrims visits to India.
3. Ziarat and Umrah.
4. Welfare and safety of pilgrims and zaireen.
5. Administration of Hajj Affairs and control of the Hajj  
Directorates within the country and the Hajj Directorate at Jeddah
6. Islamic studies and research including holding of seminars, conferences, etc. on related subjects to the extent of Federal Areas.
7. Training and education of Ulemas and Khatibs etc.
8. Error-free and exact printing and publishing of the Holy Quran in the ICT.
9. Exchange of visits of scholars of Islamic learning and education, international conferences/seminars on Islamic subjects and liaison with foreign and international bodies and institutions.
10. Ruet-e-Hilal.
11. Tabligh.
12. Observance of Islamic Moral Standards
13. Donations for religious purposes and propagation of Islamic Ideology abroad.
14. Marriage and divorce, infants and minor's adoption to the extent of ICT.
15. Auqaf in ICT.
16. Collection of Zakat and Ushr, disbursement of Zakat and Ushr to the Provinces and other areas as per formula approved by Council of Common Interests.
17. Policy and legislation with regard to inter-faith Harmony.
18. International agreements and commitments in respect of all religious communities and implementation thereof.
19. Representation of Pakistan at UN Sub-Commission on Prevention of Discrimination to Minorities.
20. Minorities Welfare Fund.
21. National Commission for Minorities.
22. Evacuee Trust Property Board.

## **HAIJ WING:**

The Ministry of Religious Affairs and Interfaith Harmony took necessary steps for bringing improvements in the facilities for Hajj – 2018. In this regard, Hajj Wing played an important role in conducting the Hajj operation in consultation with all the stakeholders which includes various Ministries/Organizations of Saudi and Pakistani Governments, Banks, Airlines, Hajj Group Organizers, Scholars, prominent figures and Members of the Parliament.

2. The Policy and Plan for Hajj 2018 was approved by the Federal Cabinet on 26<sup>th</sup> December, 2017. The country Hajj quota for Pakistan was 179,210, however, the Saudi government allotted additional quota of 5000 for its further allotment to private sector. Accordingly, total quota allotted to Pakistan was allotted to Private Hajj Scheme.

3. Hajj applications for Hajj 2018 were received through thirteen (13) scheduled banks NBP, HBL, UBL, MCB, ABL, Bank Alfalah, Bank of Punjab, ZTBL, Habib Metro Politian Bank and Meezan Bank, Dubai Islamic Bank, Faysal Bank and Askari Bank. In response, 374,857 Hajj applications under the Government Hajj Scheme were received through these Banks and selection of Hujjaj were made through “Balloting” conducted by Punjab Information Technology Board (PITB), Lahore.

4. To facilitate the pilgrims, Hajj operation was carried out at Islamabad, Karachi, Lahore, Peshawar, Quetta, Sialkot, Multan, Faisalabad, Rahim Yar Khan and Sukkur gateways during Hajj Operation 2018. To ensure optimum facilitation through instant assistance and effective service delivery to the intending Hujjaj, various operational facilitation counters were established at all the Hajj Directorates in Pakistan which operated round the clock during the Hajj season.

## **HAIJ DUES:**

5. The Government of Pakistan maintained the Hajj package of Hajj-2017 for Hajj-2018 as well as per following details:-

<b>Package</b>	<b>North Region</b>	<b>South Region</b>
Total Package without Qurbani	Rs. 280,000/-	270,000/-
Total Package including Qurbani (optional)	Rs. 293,050/-	283,050/-

\* The additional expenses of Hujjaj were borne by the Government by providing subsidy of approximately Rs. 44,101 for each haji.

## **TRAVEL ARRANGEMENTS:**

6. In pursuance of the revised Air Services Agreement (ASA) between Government of Pakistan and Kingdom of Saudi Arabia signed in 2011, hujjaj of the government scheme were airlifted by the designated airlines i.e. Pakistan International Airline (PIA), Saudi Airline and Air Blue.

## **ACCOMMODATION ARRANGEMENTS:**

7. The accommodation arrangements for Hujjaj 2018 were made by the following committee approved for the purpose in Hajj Policy 2018:-

<b>S. No.</b>	<b>Name and Designation</b>	<b>Position</b>
1)	Director General Hajj, Jeddah	Convener
2)	Two representatives of the Ambassador of Pakistan to KSA.	Members
3)	Director Hajj, Jeddah.	Member
4)	Deputy Director Hajj, Madina Munawwarah	Member

8. In 2018, the Hiring Committee hired 202 buildings for the accommodation of hujjaj of Government Hajj scheme. The Committee kept in view following provision of Hajj Policy 2018 before finalization of accommodation arrangement for the Hujjaj:-

- a) The maximum rent of accommodation for Makkah Mukarrammah was charges @ SR. 2,640/- per pilgrim which also includes transport facility.

- b) The determination of rent in Makkah Mukarrammah was based upon services available in building, availability of transport and distance from Haram Sharif.
- c) Accommodation in Madinah Munawwarah was hired @.SR. 945/- per pilgrim per cycle and 100% accommodation was provided in the area of Markazia in Madinah Munawwarah.

#### **TRANSPORT ARRANGEMENTS:**

9. The General Transport Syndicate, Kingdom of Saudi Arabia is responsible for provision of transport to the Hujjaj reaching Saudi Arabia for performance of Hajj from all over the world. The Transport Syndicate performed efficiently and has provided air condition buses to Pakistani Hujjaj from Jeddah Airport to Makkah Mukarrammah, Makkah Mukarrammah to Madinah Munawwarah and back to Makkah Mukarrammah. Train facility at Mashaair was provided to the Pakistani Hujjaj. Besides, Pakistan Hajj Mission arranged Salwat Transport for its Hujjaj. It is worth mentioning that not a single incident of collapsing/broke down of bus happened during the entire Hajj Operation-2018.

#### **PROVISION OF TRAIN FACILITY:**

10. The office of the Pilgrims Affairs of Pakistan (OPAP) tried its level best to acquire train facility for 100% Pakistani Hujjaj of Government Scheme. However, the Moassassah South Asia (KSA), provided train ticket to almost 50% of Pakistani Hujjaj whose makatibs were located near to the Mashaair Railway stations.

#### **PROVISION OF FOOD TO HUJJAJ:**

11. In 2018, the government of KSA made it mandatory to provide meals to Hujjaj at their buildings. The Ministry of Religious Affairs & Interfaith Harmony through Directorate General of Hajj, Jeddah arranged to provide meals three times a day to hujjaj with a standard menu all across Makkah, which was generally well appreciated.

#### **FUNCTIONS OF HAJJ DIRECTORATES IN PAKISTAN**

12. The eight Hajj Directorates performed multifarious Hajj operational duties like conducting of training of Bank Officers, Master Trainers, Group Leaders and intending Hajj pilgrims for awareness and guidance etc.

13. The following tasks were accomplished:-

- i) Arrangements for transportation of intending pilgrims from Hajj Directorates to concerned Airports.
- ii) Arrangements of airlifting of intending pilgrims.
- iii) The intending pilgrims vaccinated against meningitis/anti-flu vaccine and they were also given polio drops.
- iv) Hajj application forms of Private Hajj Group Organizers were received and updated.
- v) Departmental meetings with different agencies and all stake holders i.e. Airlines, Banks, Civil Aviation Authority, Custom, Boy Scouts Association, NADRA, Health Departments and Security agencies etc, were held.
- vi) Collected Hajj Passports of Government and Private Schemes and got endorsement of hajj visas through Saudi Embassy and dispatched to concerned Haji Camps.
- vii) Supervised performance of private tour operators with regard to provision of facilities to the intending pilgrims.
- viii) Made fool proof security arrangements for safety of the intending pilgrims at Hajj Complexes.
- ix) Provided accommodation facilities to the intending pilgrims in the respective Haji Camps during Hajj season.
- x) Established booths of the scheduled banks at Haji Camps and controlled all functions, matters of Hujjaj like issuance of Personal Exchange Quota (PEQ).
- xi) Established office of PIA/Saudi Airlines at Hajj Complexes for provision of better facilities to Hujjaj.
- xii) Compiled Hajj accounts with airlines and banks.
- xiii) Provided round the clock medical coverage to Hujjaj during their stay at Hajj Complexes.

## **DAWAH & ZIARAT WING:**

### **PAKISTAN MADRASSAH EDUCATION BOARD (PMEB)**

14. PMEB was established on 8<sup>th</sup> September, 2001 under Pakistan Madrassah Education (Establishment and Affiliation of Model Dini Madaris) Board Ordinance, 2001 promulgated on 18<sup>th</sup> of August, 2001. The Status of PMEB as per stipulation in Ordinance is that of a “Body Corporate” and it is provided that the employees of the Board are not Government Servants. They are assigned the status of public servants for limited purpose of application of section 21 of the Pakistan Penal Code. Main functions of Pakistan Madrassah Education Board as envisaged in the Ordinance are as under:-

- a) Establishment of such Model Madaris and Model Dar-ul-Ulooms wherein Islamic Education may be taught alongwith formal education.
- b) Registration and affiliation of already existing Madaris/Wifaq.
- c) Regulation of Madaris in term of improving their curricula and system of examination and staff development.
- d) Providing equivalence of degrees and asnad of Religious Education.
- e) Award of scholarships to Madrassah students and providing assistance for establishment of libraries in Madaris.

15. Though all the objectives of the establishment of the Board could not be materialized so far due to various reasons, yet the goal of establishing Model Dini Madaris was achieved and three such Madaris were established that are functioning at Islamabad (for Girls), Karachi and Sukkur (for Boys). The salient features of these Madaris are:-

- a) Students are the children of Mustahikeen-e-Zakat and are admitted on production of Istehqaq certificates issued by the Local Zakat Committee.
- b) Free Boarding/lodging is provided to the students.
- c) Contemporary education is being imparted alongwith selective religious education.
- d) Federal Board of Intermediate & Secondary Education Islamabad accorded affiliation to three Model Dini Madaris at Islamabad, Karachi and Sukkur.
- e) Pakistan Madrassah Education Board in collaboration with International Islamic University Islamabad conducts annual examinations for Darja Sanvia Aamah and Sanvia Khasa.

16. Both contemporary and religious education is being imparted to the Students in these Model Dini Madaris as per following details:

- a) Syllabus & Courses of Studies Prescribed by Federal Board of Intermediate and Secondary Education, Islamabad.
  - i) English
  - ii) Mathematics
  - iii) General Science
  - iv) Economics
  - v) Urdu
  - vi) Social Studies
  - vii) Political Sciences
  - viii) Computer
  - ix) Physics
  - x) Chemistry
  - xi) Biology
- b) Religious Subjects being taught in addition to the Federal Board of Intermediate and Secondary Education Syllabus.
  - i) The Holy Quran
  - ii) Life and Sayings of the Holy Prophet
  - iii) Arabic Grammar
  - iv) Principles of Islamic Jurisprudence
  - v) Logic (i.e. Mantiq)
  - vi) Arabic Language and

17. The number of students presently studying these Model Dini Madaris is:-

<b>Name of Institution</b>	<b>No. of Students</b>
Model Dini Madrassah (for Girls), Islamabad	212
Model Dini Madrassah (for Boys), Sukkur	74
Model Dini Madrassah (for Boys), Karachi	74
<b>Total</b>	<b>360</b>

18. In Order to run three Model Dini Madaris located at Islamabad for Girls, Sukkur and Karachi for Boys, administrative and teaching staff has been engaged on regular as well as on contract basis. For salaries and utilities, allocation is received from Federal Government budget. The total allocation of budget for financial year 2018-19 was Rs. 58.650 million. The major junk of this allocation is consumed in payment of salaries and allowances to the teaching staff of the three Model Dino Madaris and remaining on utilities. Besides, free boarding and lodging to the students is also being arranged.

**MADRASSAH REFORMS SCHEME**  
**(Teaching of formal subjects in Deeni Madaris)**

19. Consequent upon devolution of Ministry of Education in pursuance of 18<sup>th</sup> Constitutional Amendment, the administrative control of Madrassah Reforms Scheme (MRS) (Teaching of formal subject in Deeni Madaris) has been transferred to Ministry of Religious Affairs & Interfaith Harmony from 1<sup>st</sup> July, 2011. The aim of the scheme is to facilitate the registered Madaris wherein following teachers are working from Primary to Secondary and Higher Secondary levels to integrate religious education with contemporary education. The detail of Madaris and staff is given below:-

<b>S. No.</b>	<b>Province /Area</b>	<b>Total Madaris</b>	<b>No. of teachers</b>
1	Punjab	38	364
2	Khyber Pakhtunkhwa	64	320
3	Balochistan	20	78
4	FATA	72	265
5	FANA	20	49
6	ICT	10	53
7	AJK	46	177
<b>Total:</b>		<b>270</b>	<b>1306</b>

The Ministry of Religious Affair & Interfaith Harmony is disbursing the salaries to the 1306 teachers in the name of Madaris through crossed cheques @ Rs.3000/-, Rs.4000/- and Rs.5000/- per month to the Primary, Secondary and High Secondary level respectively. Under the Scheme Rs. 42.230 million were allocated during the financial year 2018-19.

**SELECTION OF HUFFAZ FOR QIYAMUL LAIL, 2018-19**

20. A competition for selection of Huffaz for recitation of Holy Quran in Qiyamul Lail 2018-19 was held at Tabak Hotel, Islamabad on 30<sup>th</sup> April, 2019 wherein huffaz from all over the country participated. The said competition, 14 Huffaz were, therefore, selected by the judges for Qiyamul Lail, 2018-19.

### **QIYAMUL LAIL, 2018-19:**

21. The Qiyamul Lail was organized during the last nine nights of Ramadhan-ul-Mubarak, 1440 AH at Faisal Masjid, Islamabad wherein selected Huffaz participated and recited the Holy Quran.

### **NATIONAL HIFZ-O-QIRAT COMPETITION 2018-19:**

22. The National Hifz-o-Qirat competition was organized at Tabak Hotel, Islamabad on 2<sup>nd</sup> & 3<sup>rd</sup> May, 2019. Huffaz/Qurrah across the country recommended by the provinces including Gilgit-Baltistan, AJK & ICT participated in the competition. 24 Huffaz/Qurrah were given cash prizes, certificates and shields by the Federal Minister for securing 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> Position in eight categories. Whereas all other participants given certificate of participation.

### **INTERNATIONAL QURAN COMPETITION 2018-19:**

23. The position holders of the National Hifz-o-Qirat Competition were nominated to participate in the International Quran Competition held in various countries i.e. Saudi Arabia, Malaysia, Dubai, Jordan, Morocco, Turkey and Kuwait.

### **VISIT OF PAKISTANI ZAIREEN TO URSES IN INDIA 2018-19**

24. This Ministry managed the visit of Pakistani Zaireen to India on the eve of scheduled Urses of prominent Muslim Saints as detailed below:-

Sr. No.	Name of Urs	No. of Zaireen	Date of Urses		Actually Traveled
			Lunar	Party Duration	
1.	Hazrat Mujadid Alf Sani (RA) <b>Sarhand Sharif</b>	200	28 Saffar	5 <sup>th</sup> to 12 <sup>th</sup> November, 2018	144
2.	Hazrat Khawaja Allauddin Ali Ahmad Sabir (RA), <b>Kalyar Sharif</b>	200	13 Rabiul Awwal	19 <sup>th</sup> to 26 <sup>th</sup> November, 2018	91
3.	Hafiz Abdullah Shah (RA), Agra	150	4 Rabi us Sani	10 <sup>th</sup> to 17 <sup>th</sup> December, 2018	Cancelled
4.	Hazrat Khawaja Nizamuddin Aulia (RA) <b>Delhi</b>	250	16 Rabi us Sani	20 <sup>th</sup> to 27 <sup>th</sup> December, 2018	99
5.	Hazrat Khawaja Moinuddin Chishti (RA) <b>Ajmair Sharif</b>	500	6 Rajab	7 <sup>th</sup> to 18 <sup>th</sup> March, 2019	Cancelled
6.	Hazrat Amir Khusro (RA), <b>Delhi</b>	200	18 Shawal	20 <sup>th</sup> June to 27 <sup>th</sup> June, 2019	100

## **RESEARCH AND REFERENCE WING:**

### **QURAN COMMITTEE:**

25. A committee has been constituted in this Ministry in pursuance of Section 4 of the publication of the Holy Quran (Elimination of Printing and Recording Errors) Act, 1973 on the following terms and reference:-

- i. Authenticate a copy of the Holy Quran for keeping in the archives for safe custody and
- ii. Look after the proper disposal system of the damaged holy pages and copies of the Holy Quran.

### **ERRORS FREE PRINTING OF THE HOLY QURAN:**

26. In order to ensure error free printing of the text of Holy Quran and its Ayat in other books/literature, Research and Reference Wing of this Ministry examines copies of the Holy Quran and other literature which contain Quranic Ayat under the publication of Holy Quran (Elimination of Printing and Recording Errors) Act, 1973. Various meetings were held with all the provincial departments regarding enforcement of Quran Act on the pattern of the Punjab. In response, Quran Acts have been enforced at Federal and Provincial level separately. Moreover, in order to ensure error free printing and proper disposal of the damaged papers of Holy Quran, Quran Boards/Committees have been constituted for keeping their supervision and formulating their recommendations, so as to streamline the functioning of the system smoothly.

### **STANDARD COPY OF HOLY QURAN:**

27. To ensure error free of the Holy Quran, an edition of the Holy Quran published by the Anjuman Himayat-e-Islam April, 2016 has been declared as Standard Copy for the whole country after consultation with all Quran Boards/Committees of Provinces/ICT.

### **ARRANGEMENTS FOR MOON SIGHTING:**

28. To avoid differences on the occasions of celebration of Islamic festivals and start of Islamic months on same day in the country, meetings of Central, Zonal and District Ruet-e-Hilal Committees were held regularly for sighting the moon on 29<sup>th</sup> of each Lunar month. The Central Ruet-e-Hilal Committee met on four important occasions to sight the moon of Muharram, Ramzan, Eid ul Fitr and Eid ul Azha which are of great public importance. For rest of the year its members joined the meetings of Provincial/District Ruet-e-Hilal Committees at their respective places. Various meetings were held pertaining to Ruet-e-Hilal in the Ministry of Religious Affairs and Interfaith Harmony, wherein Provincial Ministers and Secretaries for Auqaf and Religious Affairs participated. Inter alia, it was decided that a law regarding Ruet-e-Hilal may be made for the whole country to avoid differences on the occasions of celebration of Islamic festivals. For the said purpose, law regarding Ruet-e-Hilal in consultation with all provincial governments was formulated and finalized in the light of the observations of Law and Justice Division.

### **OFFICIAL BILLS PROCESSED:**

29.

Detail of Bills	Year 2018-19
Publication of the Holy Quran (Amendment) Bill, 2018	To amend the Publication of Holy Quran (Elimination of Printing and Recording Errors) Act, 1973, a summary on official bill of the Ministry was approved by the Federal Cabinet but due to dissolution of Assembly, the bill could not be placed before Parliament.
Ruet-e-Hilal Bill, 2018	A bill regarding Ruet-e-Hilal has been prepared in consultation with all provincial governments. The said bill is in process.
Dowry & Bridal Gifts (Restriction) Amendment Bill, 2018	To amend the Dowry & Bridal Gifts (Restriction) Act, 1976 an official bill was processed and a summary was submitted to CCLC which

	deferred it and directed the Ministry to consult provinces. Accordingly, all provincial Chief Secretaries were requested for views on bill. After views of stake holders, it will be sent to Law Division for vetting.
Muslim Family Laws (Amendment) Bill, 2018	To amend the Muslim Laws Ordinance 1961, an official bill was processed to improve the procedure for registration of Talaq, provision of maintenance for parents and children. Views of stake holders are still awaited.

### **RECYCLING PLANT:**

30. Every year thousands of tones of Quran Papers become Shaheed and ready for disposal, hence creating difficulties for common man how to dispose of the said Shaheed/Sacred Papers of Quran. It has also been observed that the lay man put blasphemous allegations against the disposer. In order to, provide proper forum for disposing the said Holy shaheed papers in proper and respectable manner and keeping in view to avoid the blasphemous allegations/faults, the Ministry of Religious Affairs and Interfaith Harmony intends to establish recycling plant to facilitate the government sectors as well as General Public to dispose off the said/Sacred Papers of the Quran. In this regard, a summary for the Prime Minister through Ministry of Interior has been initiated for allotment of land measuring 14 Kanals. Hence, the project is under process.

### **INTERNATIONAL SEERAT CONFERENCE-2018/1440 AH**

31. The Ministry organizes National/International Seerat Conference every year on the occasion of 12<sup>th</sup> Rabi-ul-Awwal, wherein prominent Ulema, Masaikh, Religious Scholars/Professors and people from different school of thought and walks of life participate from all over the country and abroad. Seerat Books, Naat and Seerat Articles competitions on the notified theme of the conference are also held. Cash Prizes are awarded to the writers of the best books and articles. The President, Prime Minister of Pakistan and Federal Minister for Religious Affairs and Interfaith Harmony expressed their feelings on the theme of conference.

32. In the year 2018/1440 AH, an International Seerat Conference was held on 1<sup>st</sup> December, 2017 at Jinnah Convention Centre, Islamabad, wherein more than 1500 participants from all walks of life including diplomats, politicians and other dignitaries attended the conference. Concluding Session was chaired by Federal Minister for Religious Affairs and Interfaith Harmony. 55 prizes were conferred by the Federal Minister amongst the Prize Winners of Seerat Book Competition 1440 AH. In category of books, 19 prizes while in category of Maqalat-e-Seerat 36 prizes were conferred. The President and Prime Minister of Pakistan were chief guests at the event.

### **NATIONAL SEERAT COMPETITION:**

33. The Ministry holds a Seerat Book Competition every year for writing of Articles, Books and Journals on Seerat-e-Tayyaba, Naat-e-Rasool (SAWS) and other Islamic topics. There are nine categories of this competition, for which prizes are distributed to the winners on the occasion of 12<sup>th</sup> Rabi-ul-Awwal in National/International Seerat Conference. This year 55 winners in all these categories who won the prizes and received them from the Federal Minister and the other dignitaries. Prizes were given in the form of cash, certificates and the souvenirs. While the next advertisement of Seerat Book Competition was announced in prominent newspaper of the country.

### **PRINTING OF MAQALAT-E-SEERAT 2018/1440 AH:**

34. 2000 copies of Maqalat-e-Seerat of 2018/1440 AH were printed during the year.

### **DISTRIBUTION OF MAQALAT-E-SEERAT:**

35. 1500 copies of Maqalat-e-Seerat of 2017/1439 AH were distributed amongst the prominent libraries/institutions and desiring persons/institutions.

### **UPLOADING OF MAQALAT-E-SEERAT 2018/1440A.H:**

36. Maqalat-e-Seerat for the year 2018/1440 AH has been uploaded on the website of Ministry of Religious Affairs and Interfaith Harmony for the propagation of Seerat of Holy Prophet (Peace be upon Him) in the society and for the study by researchers.

### **DRAFTING OF MESSAGES:**

37. Messages of the President and Prime Minister of Pakistan were drafted on the following six (06) specified occasions for issuance to the nation on behalf of the President and Prime Minister of Pakistan during the period:-

1. Beginning of Hijra year
2. 10<sup>th</sup> of Muharram-ul-Haram (Youm-e-Ashur)
3. 12<sup>th</sup> Rabi-ul-Awwal
4. Beginning of Ramzan-ul-Mubarik
5. Eid-ul-Fitr.
6. Eid-ul-Azha

### **DRAFTING OF SPEECHES:**

38. Speeches of the President, Prime Minister of Pakistan, Federal Minister and other dignitaries were also drafted on different occasions like International Seerat Conference and other important occasion during this year.

### **CIVIL AWARDS:**

39. Every year, this Ministry recommends the renowned personalities and scholars having tangible contribution in the field of Qirat and Naat Khawani to the Cabinet Division for Pakistan Civil Awards. Three persons were recommended for Civil Awards 2018-19.

### **IMPLEMENTATION AND REVISION OF FAMILY LAWS:**

40. The Ministry has processed three official bills to amend the Family Laws of Pakistan which are in process of consultation with relevant stake holders. A summary in respect of one official bill is already submitted to Cabinet Committee for disposal of legislative cases (CCLC).

#### **i) The Ehtaram-e-Ramzan Ordinance, 1981:**

The Federal Government had promulgated Ehtaram-e-Ramzan Ordinance, 1981 which prohibits eating and serving eatables at public places, prescribes closure of cinema houses, theaters and other establishments and taking of steps for observing due sanctity of the holy month of Ramzan ul Mubarak. Each year, the concerned quarters are requested to implement the said ordinance to maintain sanctity of the Holy month of Ramzan-ul-Mubarak.

#### **ii) Dowry and Bridal Gift (Restriction) Act, 1976:**

In Pakistan, due to the menace of dowry, thousands of girls either remain unmarried or become the victim of acid attacks and physical violence. The government of Pakistan enforced this act to restrict the values of dowry, bridal gifts and presents given on marriages and to restrict the total expenditure on marriage. The section 9(1) of the Act prescribes punishment for those who violate its provisions. An official Bill to make amendments in the said law has been processed under Rules of Business, 1973 which is in process of consultation.

**iii) The Muslim Family Laws Ordinance, 1961:**

The said ordinance covers the Family Law of Pakistan i.e. procedure of registration of marriage, talaq, polygamy, succession, maintenance and dower. An official bill to make amendments in the said law has been processed under the Rules of Business, 1973 which is in process of consultation with relevant stakeholders.

**iv) The Marriage Functions (Prohibition of Ostentatious Displays and Wasteful Expenses) Ordinance, 2000:**

41. This law provides restrictions on wasteful expenses (serving of multiple meals or other edibles to the invitees of marriage) and prohibits ostentatious celebrations (decoration of houses, streets, building/unnecessary illumination/display of fireworks/exploding firecrackers and firing) on marriages. The section 6 of the said act provides punishment to those who violate its provisions.

**NATIONAL ULEMA AND MASHAIKH COUNCIL:**

42. National Ulema and Masaikh Council has been constituted in the Ministry of Religious Affairs and Interfaith Harmony. Main objective of the Council is to control sectarianism and to promote religious harmony in the country. TORs of the Council are as under:-

- iii. To review existing recommendations to contain fanatical attitudes and prejudices, to suggest ways and means for its effective implementation.
- iv. To suggest a code of ethics for Ulema, scholars and leaders of politico-religious parties, as well as the press and to avert possible threats to inter-communal/inter-sectarian harmony and national solidarity.
- v. To suitably amend its TORs so as to ensure achieving the overall goal of interfaith/sectarian harmony.

43. The Council has representative from all Wifaqs, all schools of thought and all the provinces including Religious Affairs and Auqaf Ministers from the Provinces. Masaikh have also been given representation in the Council. More than 60 recommendations have been made by the Council so far. Most importantly the curriculum of the Madaris has been reviewed by the Curriculum Committee of the Council so that any hate material therein may be eliminated. The implementation of the recommendations of the Council is in progress, however, the following achievements have been made so far:-

- i. The curriculum of the Madaris has been reviewed by the Curriculum Committee and recommendations have been made in this regard.
- ii. It has been recommended that training of Ulema/Khutaba may be arranged. In this connection the syllabus of Dawah Academy has been reviewed and recommendations have been made.

- iii. Establishment of Mutahidda Ulema Board at Federal Level is under process. Similarly, all the provinces have been requested to constitute similar boards. These boards will monitor hate literature and forward recommendations to their concerned quarters for its elimination.
- iv. All the provinces have been requested to constitute Provincial and District Ulema and Masaikh Councils to trickle down the impact of the decisions of National Ulema and Masaikh Council to the grass root level and to ensure a uniform strategy to combat extremism and intolerance in the country. Several meetings for the purpose have been held with the provincial counterparts.

#### **COMPILATION OF HAJJ MATERIAL:**

44. Hajj material for intending pilgrims containing guidelines is prepared in R&R Wing. This material is printed and distributed among pilgrims for their education. Each year the printed material is reviewed by a committee in the light of suggestions received from different people/institutions and is updated accordingly.

#### **SECTARIAN HARMONY MEETINGS:**

45. A meeting of Ulema from all schools of thought is convened before the commencement of the month of Muharram in order to ensure peace and harmony in the Holy month. Provincial governments are also requested to arrange such meetings at provincial and district level. These meetings play a vital role in maintaining sectarian harmony during this month.

**ZAKAT AND UMRAH WING:**

46. During the financial year 2018-19, an amount of Rs. 7377.68 million has been collected throughout the country and Rs. 7377.68 million released to Provinces/Federal Areas for all Zakat programmes. The Province-wise detail of Zakat funds allocated and released during the financial year 2018-19 is as under:-

<b>(Rs. in millions)</b>		
<b>Province/Federal Areas</b>	<b>% Share</b>	<b>Allocated Budget 2018-19</b>
Punjab	53.35%	197.024
Sindh	22.05%	104.119
KPK	12.85%	259.541
Balochistan	4.75%	4272.796
ICT	2.46%	1766.178
Gilgit Baltistan	1.30%	1029.464
FATA	3.24%	380.648
<b>Total:</b>		<b>7377.68</b>

### **INTERFAITH HARMONY WING:-**

47. Evacuee Trust Property Board (ETPB) is a corporate body, functions under (Management and Disposal) Act, 1975 (Act No. XIII of 1975) within the administrative control of Ministry of Religious Affairs and Interfaith Harmony (Interfaith Harmony Wing). Its functions are: -

The Board is self-finance generating corporate body of the Ministry and is responsible for: -

- Management of evacuee trust properties on behalf of Federal Government.
- Buy out surplus income, if any with the approval of Federal Government for augmenting the resources of ETP Board.
- Disposal / transfer of trust properties with Federal Government's approval.
- Leasing and renting of ET Properties.
- Maintenance of Hindu and Sikh Trust Shrines.
- Facilities for Yatrees (Pilgrims).
- Grants-in-Aid for Social Welfare, Educational and Health purposes Development Projects on trust properties.
- Development Projects on Evacuee Trust Property.
- To manage religious places belonging to Sikh and Hindus who migrated to India at the time of independence and facilitate organization of various religious functions / rites.

### **CONSTITUTION OF EVACUEE TRUST PROPERTY BOARD:**

48. The Board is constituted under Section 3 (5) of Evacuee Trust Properties (Management & Disposal) Act No.XIII of 1975 for a period of three years on such terms and conditions, as the Federal Government may determine. The new Board has been constituted / Notified on 19-04-2019 for a term of three years as the previous Board had completed its tenure on 06.07.2018.

### **APPOINTMENT OF CHAIRMAN:**

49. Regular Chairman has been appointed purely on merit and in a transparent way in April, 2019 through open competition method.

50. **CONSTITUTION OF PAKISTAN SIKH GURDWARA PARBANDHAK COMMITTEE (PSGPC):**

Minorities Affairs are being run through their respective committees. New PSGPC has been constituted in June, 2019 after lapse of 1 & half years as the previous PSGPC completed its tenure on 31<sup>st</sup> October, 2017. Uptill 1998, all functions in Pakistani Gurdwaras were managed by Shiromani Gurdwara Parbandhak Committee (SGPC), India. A large number of expatriate Sikhs also used to participate from Europe, North America and some South Asian countries. SGPC used to take all the donations to India made by the Yatrees during the festivals. As per Sikh religion, donations made at a particular Gurdwara could neither be spent on any other Gurdwara nor taken away. In addition to this, during all these years PSGPC followed a policy of neglect towards the Pakistani Gurdwaras and never spent a penny on any Gurdwara. This state of Gurdwaras in Pakistan was very much resented by the Sikh Yatrees from India/ all over the world and on every occasion they requested the Pakistani Government to hand over the control and management of Gurdwaras to Sikhs of Pakistan. In response to

these repeated requests by the Sikhs from all over the world, the Government of Pakistan decided to establish Pakistan Sikh Gurdwara Parbandhak Committee (PSGPC) in 1999.

**THE TRUST PROPERTIES HAVE BEEN CATEGORIZED AS UNDER:**

- Shrines /Worship Places.
- Agriculture trust lands.
- Urban trust properties.
- Properties Purchased / acquired with trust money.
- Sale proceeds of trust properties.
- Profit / income from trust properties (Cash invested).
- Lease /Rent money from trust properties.
- Evacuee trust property exchanged with any other properties /land.

**EFFORTS FOR REMOVAL OF ENCROACHMENT FROM ETPB:**

51. ETPB is persistently following the anti-encroachment drive initiated by Government of Pakistan. It has been able to retrieve 21% land out of the encroached 5801 Acres. The notional value of that land is approximately Rs.8562 million. Retrieval of the remaining illegally occupied land is being vigorously pursued. In order to make well informed decision and smart interpretation of data, I.T based interventions are being introduced in ETPB. Detail of the land retrieval is as under.

District	Acre	Approx. Value (In Million)
Lahore	44	3393.5
Kasur	581	2232
Gujranwala	16	329.5
Sialkot	10	1631.2
Faisalabad	53	387.8375
Sargodha	05	60.5
Okara	24	38.72
Hassanabdal	434	199.7384
Layyah	14	35.6875
Sahiwal	50	103.5
Karachi	30	150.4063
<b>TOTAL</b>	<b>1261</b>	<b>8562.59 Million</b>

**DISCIPLINARY CASES (MAY TO OCTOBER, 2019):**

Category	Total
Cases Initiated	124
Cases disposed off / decided	49

Major Penalty Imposed	15
Minor Penalty Imposed	34
Warning Issued	10
Financial Penalty Imposed	Rs.143.612 (Million)

### **SUBSIDIARIES OF ETPB:**

52. ETPB runs the following welfare institutions to contribute in education and health sectors:

- Dyal Singh Trust Library, Lahore.
- Five Health Centers:
  - I. Gurdwara Dera Sahib
  - II. Agarwal Ashram
  - III. Staff Colony
  - IV. Gurdwara Janamasthan, Nankana Sahib
  - V. Gurdwara Punja Sahib, Hassanabdal
- Nawaz Sharif Girls High School, Lahore
- Trust Model Public School for Boys, Lahore
- Hazrat Ayesha Siddiqa Degree College for Women, Lahore
- Janki Devi Hospital, Lahore

### **MINORITIES SHRINES:**

53. ETPB is the custodian of minorities' shrines and conducts its rituals in the country. ETPB looks after religious places of Sikhs and Hindus (who migrated to India at the time of partition) and provides facilities to the yatrees, who visit Pakistan to perform their religious rituals. Most of the important and historical shrines particularly of Sikh Community are located in Pakistan. Due to some untiring efforts, remarkable success has been achieved in uplifting the image of Pakistan as minority friendly country. All major Gurdwaras and Mandirs have been renovated including the provision of modern facilities for the pilgrims. Role of ETPB in the uplift of Hindu and Sikh communities especially the restoration / preservation of Gurdwaras and Mandirs has been acknowledged by local and International Sikh community.

### **MAJOR SIKH AND HINDU FESTIVALS (As per Bilateral Protocol-1974).**

#### **SIKH EVENTS:**

54.

SR. NO.	NAME OF FESTIVAL / PLACE	AUTHORIZED STRENGTH	DURATION MONTH
a.	Baisakhi Festival at Gurdwara Panja Sahib- Hassanabdal.	3000	10 days – April
b.	Martyrdom Day of Guru Arjun DevJi – Lahore.	1000	10 days – June
c.	Death Anniversary of Maharaja RanJit Singh - Lahore.	500	10 days – June
d.	Birthday of Guru Nanak DevJi - Nankana Sahib.	3000	10 days – Nov

## **HINDU EVENTS**

- |    |   |     |                       |
|----|---|-----|-----------------------|
| a. | Katas Raj Temples District Chakwal                | 200 | 10 days – Feb / March |
| b. | Hayat Patafi / Sadhu Bela Temple, Sukkur (Sindh). | 400 | 10 days – Nov / Dec   |
| c. | Katas Raj Temples District Chakwal                | 200 | 10 days – Oct.        |

## **FACILITIES PROVIDED TO THE YATREES:**

55. To promote religious tourism in the country, Evacuee Trust Property Board provides best available facilities to the yatrees, in coordination with other government departments for their comfortable stay in Pakistan. Coordination meetings are held with around 40 Provincial and Federal Govt departments for smooth and safe stay of yatrees in Pakistan. Emphasis is made to ensure provision of best facilities to the yatrees in order to project Pakistan's image as a minorities' friendly country. Facilities include the followings:-

- a. **Reception**. All the Sikh and Hindu yatrees are received at Joint Check Post (JCP) and Railway station, Wahga by the PSGPC members and Shrine Branch Officers/staff. Special arrangements are made for the yatrees to facilitate them which includes helping and facilitation desks.
- b. **Langar**. Provision of langar on arrival / departure and throughout the stay of Sikh and Hindu yatrees in Pakistan is ensured by ETPB and PSGPC.
- c. **Travel Arrangements**. Shrine Branch makes all arrangements for the travel of Indian Sikh and Hindu yatrees throughout their stay and visit in Pakistan. It includes coordination and arrangements of special trains and buses for Sikh / Hindu yatrees to make sure their comfortable visit all major Gurdwaras / Mandirs.
- d. **Customs and Immigration**. Liaison with Customs and Immigration departments and Rangers authorities for speedy immigration process is also made by ETPB for the facilitation of yatrees.
- e. **Security**. Adequate security arrangements are made in coordination with concerned Government departments for the protection yatrees and Gurdwaras/ Mandirs. Security Staff of ETP Board is also deployed for the protection of yatrees throughout their inland traveling in Pakistan.
- f. **Facilitation Desks**. ETPB establish facilitation desks to help yatrees by issuing them cards and collecting their bio data.
- g. **Accommodation**. ETPB ensures free of cost comfortable boarding and lodging arrangements for yatrees within the premises of major Gurdwaras/ Mandirs throughout the year. In this regard, temporary tent arrangements are made in all the Gurdwaras for local/Indian yatrees.
- h. **Rituals**. ETPB has employed Sikh and Hindu Sewadars, Granthis and Pujaris in Gurdwaras and Mandirs respectively to ensure holding of religious ceremonies in Gurdwaras/ Mandirs as per traditions of Sikh & Hindu religions.
- i. **Currency Exchange**. ETPB ensures arrangements for money exchange according to market rate by establishing counters of National Bank of Pakistan/ Habib Bank Limited at Wahga Railway station and in all major Gurdwaras.

- j. **Telephone Facilities.** In order to facilitate yatrees to keep in touch with their families back home PTCL telephone booths facilities in all main Gurdwaras.
- k. **Health Cover.** ETPB provides complete health cover round the clock with availability of Doctors / Para Medical Staff for yatrees during their travel and stay in Pakistan. In case of death of yatrees making all arrangements for returning of dead bodies is also made by ETPB.

### **PROJECTS RECENTLY COMPLETED:**

56. Excellent level of communication has been maintained with Sikh and Hindu Communities. They are being facilitated financially and administratively in all their local events i.e. Samagum etc. which has further increased their confidence on Shrine Branch of ETPB. Recently new Gurdwaras, Shamshan Ghats and Angheta Sahib are the few steps to win over the local community. Detail of the major development works carried out for Sikh community during recent few years are as under:-

- a. **Placing of Statue of Maharaja Ranjit Singh inside Lahore Fort.** Statue of Maharaja Ranjit Singh has been placed inside Lahore fort to pay tribute to Sikh heritage. The said work is carried by Wall City Authority because of the administrative control of Lahore Fort.
- b. **The construction Administrative Block.** Construction of administrative block at Gurdwara Janam Asthan Nankana Sahib has been completed in Gurdwara Janam Asthan Nankana Sahib for the facilitation of visiting Sikh yatrees from India and world over.
- c. **Up-gradation of Sewadars and Pujaris from BPS-7 to Granthis in BPS-14.** Keeping in view the services of Sewadars of all the functional Gurdwaras of Pakistan, for the first time in the history of Pakistan, they have been up-graded from Sewadars (BPS-7) to Granthis (BPS-14).
- d. **Scholarships for Deserving Sikh Students.** Scholarship system for the deserving Sikh students has been initiated to encourage the community to get higher education.
- e. **Online System for Donation Collection.** To streamline the donation system in Gurdwaras, PSGPC has started online system to collect the donations to avoid any pilferage of manual collection. The step has been widely appreciated by Sikh community.
- f. **Opening of Karsewa Account to Ensure Transparency.** Karsewa Account has been opened at Habib Bank Limited, Civil Line Branch, Lahore, Pakistan. **Account number is 01277901520103.**

### **FUTURE PROJECT.**

57. Detail of future projects with *approximate cost* is as under: -

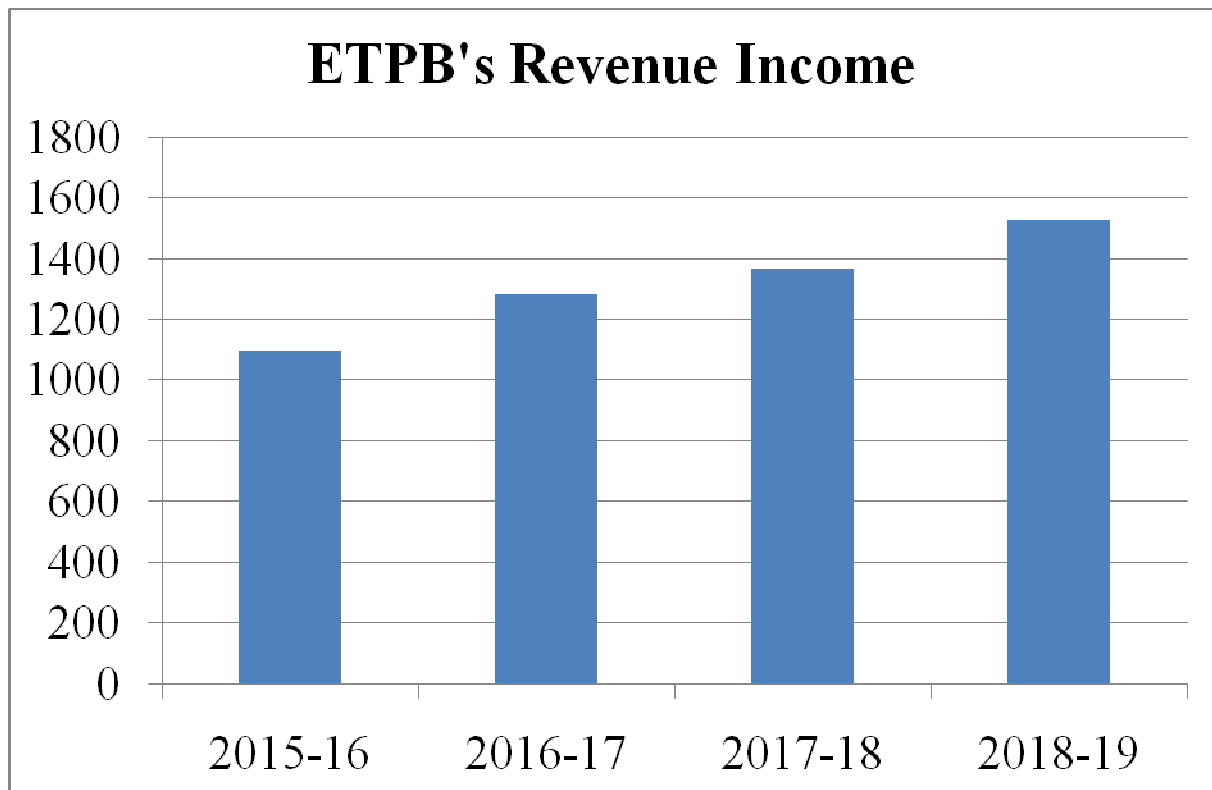
- |    |  |               |
|----|--|---------------|
| a. | Construction of a 100 rooms accommodation block-Rs 100 Million |               |
| b. | Purchase of 500 KVA generator for Janam Asthan -               | Rs 10 Million |
| c. | Relocation of Jora Ghar in Gurdwara Janam Asthan –             | Rs 10 Million |
| d. | Renovation of Gurdwara Malji Sahib Nankana -                   | Rs 8 Million  |
| f. | Construction of 50 rooms at Gurdwara Malji Sahib –             | Rs 50 Million |
| g. | Repair and renovation of Gurdwara Patti Sahib -                | Rs 15 Million |
| h. | Relocation of Jora Ghar Janam Asthan Nankana -                 | Rs 7 Million  |
| i. | Landscaping of all Gurdwaras –                                 | Rs 3 Million  |
| j. | Improvement of Entrance /Exit gates Janam Asthan –             | Rs 5 Million  |
| k. | Underground electric cabling –                                 | Rs 10 Million |
| l. | Change of transformer of Janam Asthan (630 KVA) -              | Rs 8 Million  |
| m. | Construction of new toilets in Sarai Block Janam Asthan –      | Rs100 Million |

- n. Making Sarover of Gurdwara Balila Nankana functional – Rs 30 Million
- o. Repair/Maintenance of all Gurdwaras of Nankana Sahib – Rs 100 Million
- p. Construction/upgradation of 20 rooms & Langer hall at Gurdwara Sacha Sauda, Farooqabad Rs.100 Million.
- q. 50 rooms accommodation block in Dera Sahib, Lahore – Rs 120 Million
- r. 50 rooms accommodation block Panja Sahib, Hassanabdal–Rs120 million
- s. 50 rooms accommodation block at Gurdwara in Kartarpur – Rs 120 Million
- t. Diversion of sewerage Nallah at Gurdwara Panja Sahib Hassanabdal
- u. Decoration of Yatrees train on 550 Birthday Anniversary of Baba Guru Nanak
- v. Renovation of following Gurdwaras are under progress: -
  - (1) Gurdwara Tambo Sahib, Nankana
  - (2) Gurdwara Balila Sahib, Nankana
  - (3) Gurdwara Kiara Sahib, Nankana
  - (4) Gurdwara Dera Sahib, Lahore
  - (5) Gurdwara Babay Nanki, Lahore
  - (6) Gurdwara Khara Sahib, Gujrat
  - (7) Gurdwara Choa Sahib, Jhelum

### **FINANCIAL ACHIEVEMENTS:**

58.

- Recovery enhancement of Rs.164 million in Revenue Income 2018-19.
- Savings of Rs.156 million by adopting austerity measures for FY: 2018-19.
- Implementation on Internal/External Audit Reports (Years 2009-18).
- Vigilant recovery of arrears and removal of illegal occupations/encroachments.
- Vacation of 30 shops from illegal occupation at Pakpattan Qaboola.
- Vacation of 3 commercial shops Kehrora Pacca Lodhran.
- Recovery of arrears Rs.6.0 Million (pending since 2007) from Plaza Burewala.
- Fixation of rent as per market value for renting through open auction:
  - ET Property Hyderabad (33 shops, 16 Flats)
  - ET Property Karachi (13 Shops)
  - ETP Nankana (Petrol Pump)
- Renting out of space (vacant since 2018) at ET Complex Islamabad (Rs.1.1 Million)
- Renting out of space (Ramna Building) Islamabad (Rs.30 Million).
- Enhancement of rental rates as per market rent at ET Complex & GT Tower Islamabad.



#### **KARTARPUR CORRIDOR:**

59. To fulfil the long-standing desire of Sikh nation, Pakistan opened Kartarpur Corridor and Gurdwara Darbar Sahib Complex. Kartarpur has been completed in November, 2019 with spending Rs.16.5 billion. The move has been appreciated a lot despite Indian reluctance and problematic approach.

- b. **550 Birthday of Guru Nanank.** The mega event of 550<sup>th</sup> birthday celebrations of Guru Nanak ended successfully in Nankana Sahib in November 2019. About 60000-70000 yatrees attended the event.
- c. **Memorial Coin and Postal Stamp.** Memorial coin and postal stamp were suggested by ETPB / issued on the eve of 550<sup>th</sup> Birthday of Guru Nanak.

### **ADMINISTRATION WING:**

60. Administration Wing of the Ministry is comprises of the following sections:-

- i. Administration Section.
- ii. Budget and Cash Section.
- iii. Council and Coordination Section.
- iv. General Administration Section.

### **ADMINISTRATION SECTION:**

61. The Administration section is responsible for looking after the matters relating to human resource management of the Ministry.

- i. 04 officials were appointed in the Ministry in BS-01 to 15.
- ii. 09 employees of different cadres were promoted.
- iii. Two (02) children of the deceased employees were appointed against BS-15 posts in the Ministry under the Prime Minister's Assistance Package for the families of deceased employee who died during service.
- iv. The service of 77 contingent paid staff was hired for Hajj operation-2019.
- v. 10 cases of Educational stipend/ Fee re-imbursement and two (02) cases of marriage grant were finalized and forwarded to the concerned department.
- vi. 650 cases regarding hiring of residential accommodation for employees of the Ministry were processed.
- vii. 11 pension cases were processed.
- viii. 52 medical reimbursement cases of serving employees and 28 medical reimbursement cases of retired officers/officials were processed.
- ix. 30 cases of posting/transfer/provision of replacement were processed.
- x. 23 litigation cases in FST, Islamabad on behalf of the Ministry.

62. The achievements of the Administration Section for the financial year 2018-19 are as under:-

S.#	NAME OF CASES	NUMBER
01.	HBA granted to officers/officials.	08
02.	Motor Care Advance granted to employees.	03
03.	Motorcycle Advance granted to employees.	04
04.	GPF advance granted to employees.	12

### **BUDGET AND CASH SECTION:**

63. The main functions of Budget and Cash Section's are as follows:

1. Preparation, compilation and submission of budgetary estimates to the Finance Division.
2. Processing cases for re-appropriation of funds.
3. Dealing with cases for supplementary grants, savings and surrender of funds.
4. Submission of contingency bills to the AGPR, Islamabad and collection of cheques.
5. Monthly reconciliation of expenditures with the AGPR, Islamabad.

### **MAJOR ACTIVITIES DURING 2017-18:**

#### **i). BUDGET FOR FY:2017-18**

Demand No.	Allocated Budget 2017-18 (IN MILLIONS)
93	455.598
94	581.342
<b>TOTAL</b>	<b>1036.940</b>

**ii). RE-APPROPRIATION OF FUNDS:**

Demand No.	RE-APPROPRIATION OF FUNDS 2017-18 (IN MILLIONS)	
93	RE-APP (+)	RE-APP (-)
	33.642	32.364
94	17.855	16.986
<b>TOTAL</b>	<b>51.497</b>	<b>49.350</b>

**iii). SUPPLEMENTARY GRANTS:**

Demand No.	SUPPLEMENTARY GRANTS 2017-18 (IN MILLIONS)
93	32.384
94	175.844
<b>TOTAL</b>	<b>208.228</b>

**iv). SURRENDER OF FUNDS:**

Demand No.	SURRENDER OF FUNDS 2017-18 (IN MILLIONS)
93	5.050
94	4.250
<b>TOTAL</b>	<b>9.300</b>

**v). SUBMISSION OF CONTINGENCY BILLS:**

- i. 1782 bills were submitted to the AGPR, Islamabad.
- ii. Reconciliation of expenditure with the AGPR, Islamabad was done on monthly basis.

**COUNCIL AND COORDINATION SECTION**

64. The Council and Coordination Section is responsible for following:

- i. Prepare and brief the Minister, Minister of State and Parliamentary Secretary regarding Parliamentary business of the Ministry.
- ii. Arrangements and assistance relating to meetings of the Standing Committee.
- iii. Coordination with other Ministries/Divisions and Departments in the official matters.
- iv. Preparation of Year Book of the Ministry.
- v. Provision of the report regarding implementation of the Cabinet Decisions.
- vi. Preparation of report on Principles of Policy in compliance to Article 9 of the Constitution of Pakistan.

**GENERAL SECTION**

65. The General Section is responsible for following:

1. Look after the Security of Office building and watching of incoming /outgoing of visitors as well as vehicles parked in front of Office building.
2. Purchase of Transport
3. Purchase of furniture and fixture, Machinery & Equipment, Computers and other Assets

4. Purchase of Stationary items
5. Purchase of Miscellaneous items
6. Purchase of POL for vehicles.
7. Purchase of Diesel for Power Generators of the Ministry.
8. Payment of utilities bills i.e. Telephone/DSL Electricity/Sui Gas/Officers' Mobile Bills.
9. Repair of Transport (VIP vehicles) Minister/Minister of State/ Parliamentary Secretary's vehicles.
10. Repair of Transport (General vehicles of the Ministry).
11. Repair of Telephones
12. Repair and Maintenance of Office building
13. Repair of Machinery & Equipment Computers/Printers/ACs/Electricity etc)
14. Repair of electricity, Photocopiers & Fax Machine.
15. Arrangements of Printing of Office material i.e. File Covers, Year Book, Minister's, Minister of State and Secretary's Offices material, Summary file covers and all other printings of the Ministry
16. Arrangements of official meeting.
17. Reservation of accommodation in hotels, meal arrangements of official guests
18. Dispatch of outdoor Dak i.e. Immediate / routine Dak through Courier and General Post Office.
19. Distribution of indoor mail received from Couriers and General Post Office in the Ministry.

66. The General Section during year 2018-19 made efficient arrangements to ensure security measures of the office building and facilitate Hajj Wing and R&R wing to convene meetings regarding Hajj arrangements and International Seerat Conference which is evident from their success. The section provided logistic support to the Ministry by providing transport to the officers to attend meetings/court hearings/dispatch of passports to airports and drop facility to the Hajj staff during Hajj operation who sat late and attended office during public holidays for smooth execution of Ministry's work. Moreover, this section makes arrangements of printing of Office material i.e. File Covers, Year Book, Minister's, Minister of State and Secretary's Offices material, Summary file covers and all other printings of the Ministry. The General Section used resources efficiently regarding purchase and expenditure during the year 2017-18, resultantly, Ministry surrendered Rs. 9.30 million.

# ORGANIZATIONAL CHART

