

Government of Pakistan
Ministry of Religious Affairs & Interfaith Harmony

No.1 (8)/2014-15-HP

Islamabad, the 09th June, 2015

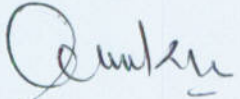
**PROCEDURE FOR SUBMISSION OF HAJJ APPLICATION FORM AGAINST
LABOR/HARDSHIP QUOTA FOR HAJJ 2015.**

- i. The applications of the corporate entities for labour/low paid employees quota will be received through WWF for consideration.
- ii. The application of public sector organization will be received through their department/organization directly in the Ministry for consideration/approval of the committee of MORA & IH.
- iii. The committee of the Ministry constituted for finalization of reserved quota will scrutinize and finalize all the applications in respect of Hardship and Labor/Low paid employees, etc.
- iv. On approval of the committee the Hajj Policy section of the Ministry will issue a letter to the applicant, with a copy to MCB/HBL Banks.
- v. The applicants shall receive the Hajj application form in person from the following branches of MCB and HBL on production of original 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 applicant/person receiving Hajj application Form to avoid any malign activity.

Muslim Commercial Bank	Habib Bank Limited
Focal Branches	
MCB Main Civic Center (0631), G-6 Islamabad, 051-2823088	HBL CDA Civic Center Branch Islamabad (0602), 051-2273819, 2875007
Service Provider Branches	
MCB Peshawar Cant Branch, (0277), Sadar Road, Peshawar, 091-5277324, 091-5279427	HBL City Branch, Chowk Abresham Garan, Peshawar (0223), 091-2214001, 2550012, 2210579, 2564606
MCB Shadman Colony (0776) Lahore, 122-A Shadman Colony, Lahore, 042-37568118	HBL Mall Branch, Lahore (0135), 042-37232422, 37232555
MCB Main (IIICR) Karachi (0001) Karachi South, Ground floor, Adamjee House, II Chundrigar Road, Karachi, 021-32421106	HBL Annexe Branch, Hasrat Mohani Road, Karachi (0047), 021-32600442-7, 0333-2192850
MCB Dehli Gate Multan (0961), Multan Shop/plot No.2341, Ward No.6M, Outside Dehli gate, circular road, Multan, 061-4585359	HBL Hussain Agahi Branch, Multan City (0150), 061-4588088, 4584808
MCB Shahrah-e-Iqbal, Quetta (0551), 081-2825289	HBL Masjid Road Branch, Quetta (1650), 081-823974, 2841602
MCB Main Bazaar (1431), Hussaini Chowk, Skardu, 05815-450265, 0346-9749110.	HBL Main Branch Gilgit (0107), NLI Market Shahrah-e-Quaid-i-Azam, Gilgit, 05811-452957-450405.

- vi. The Banks will mark / punch the original letter issued by the Ministry to avoid its reuse.

- vii. Applicant will fill the form and submit it in the same branch along with the original letter of the Ministry, having embossing seal of Ministry, Passport and Hajj dues.
- viii. The Banks will forward the Hajj application form along with Passport to focal branch which will subsequently be submitted to DD (HC) on the day/next day of receipt of Hajj application form.
- ix. In case of substitution cases the applicant must fulfill the submission of the following documents to Section Officer(HP):
 - a. Declaration on stamp paper from the successful applicant mentioning relation with his/her substitute and no objection regarding his/her substitution.
 - b. CNICs of Successful and substitute applicant.
 - c. Copy of refund authority of successful applicant issued by AO (Refund) of the Ministry.
 - d. Complete Address and contact numbers of Substitute applicant.
- x. The Hajj application form authorized by the committee will not be transferable.
- xi. The applicant should deposit Hajj dues alongwith the form within 07 days in bank otherwise it would be treated as cancelled / lapsed.


(Nasir Aziz Khan)
Section Officer (HP)
051-9205212

Copy to:

- i) PS to Minister for Religious Affairs and Interfaith Harmony.
- ii) PS to MOS on Religious Affairs & Interfaith Harmony.
- iii) PS to Secretary (MORA & IH).
- iv) Website of MORA & IH.