



OFFICE OF THE  
**AUDITOR-GENERAL OF PAKISTAN**  
AUDIT HOUSE, CONSTITUTION AVENUE, G-5,  
**ISLAMABAD**

No. 314 /Estt-C/2023

Dated: 21<sup>st</sup> March, 2023

1. The DAG (A&C)	2. The DAG (FAO)
3. The DAG (QAI&M)	4. The DAG (CA&E)
5. The DAG (DSA)	6. The DAG (SSA/RRA)
7. The DAG (Policy)	

Subject:- **NOMINATION AS MEMBER MOAVINEEN-E-HUJAJ FOR HAJJ-2023**

Kindly find enclosed a copy of letter bearing No. F.2(I)/2022-PW, dated 6<sup>th</sup> February, 2023, received from the Ministry of Religious Affairs & Interfaith Harmony, Islamabad, on the above subject.

2. It is requested to kindly collect and forward the nominations from your respective Sections of interested officers/officials from BPS-07 to BPS-17/18, as per the given criteria in the enclosed letter, by **27<sup>th</sup> March, 2023**, positively. A summary of the all nominations on the following format (MS-Excel) also be forwarded through e-mail at [agpeestablishment@gmail.com](mailto:agpeestablishment@gmail.com).

Sl.#	Name	Designation	BPS	Date of Birth	Age	Office Name
(1)	(2)	(3)	(4)	(5)	(6)	(7)

3. Nominations received after the given date will not be entertained.

Encl: As above

(MUHAMMAD FARID KHAN)  
Audit Officer (Establishment)

**Copy for similar necessary action to:**

1. The Section Officer (PW), Ministry of Religious Affairs and Interfaith Harmony, Islamabad with reference to letter referred above.
2. AAO (IT) to upload on the official website.
3. Notice Board

**GOVERNMENT OF PAKISTAN  
MINISTRY OF RELIGIOUS AFFAIRS  
AND INTERFAITH HARMONY**

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Islamabad, the 06<sup>th</sup> February, 2023

No. F. 2(1)/2022-PW

The Auditor General of Pakistan,  
Office of the Auditor General of Pakistan (A.G.),  
Government of Pakistan,  
Islamabad

Subject: **NOMINATION AS MEMBER MOAVINEEN-E-HUJJAJ FOR HAJJ OPERATION - 2023**

I am directed to refer to the subject cited above and to state that as per practice this Ministry intends to depute a contingent of Moavineen - e - Hujjaj for which, inter-alia, nominations of the regular personnel from your organization are required for their deployment in Kingdom of Saudi Arabia (KSA) to perform duty relating to the welfare and facilitation of intending pilgrims proceeding to perform Hajj - 2023.

2. Accordingly, suitable fresh nominations of 03 (three) Government Servants (one officer and two officials) (BPS - 7 to 17/18), who have not performed Hajj duty as Moavineen in the past, from respective organization as one principal and one alternate for each nomination, may be furnished to this Ministry, after observing enclosed Criteria, Terms of Reference (ToRs) and Duties & Responsibilities, which may be amended at any point of time by the competent authority. It should be kept in mind while nominating an individual, whether he or she must be physically, mentally & physiologically sound and have the capacity to walk/stand for hours in harsh/hot temperature (52-54 °C approx) of Kingdom of Saudi Arabia. The nominations must accompany with attested legible copies of the following documents (01 set each):

- i) Original passport, valid up to 26<sup>th</sup> December, 2023, shall be submitted to the Director, Moavineen-e-Hujjaj for Hajj-2023 at the time of final selection.
- ii) Duly attested Covid-19 vaccination valid certificate.
- iii) 01 colored photograph with blue background (Passport Size)
- iv) One photo copy of CNIC
- v) One photo copy of the Office Card
- vi) Attested copy of Pay Slip (January, 2023)
- vii) Acceptance Form duly filled in by the nominee and countersigned by the respective Department
- viii) NOC of the Department
- ix) Duly filled Nomination Proforma, medical fitness certificate (as per proforma, attached)
- x) Duly filled assessment form and the undertaking by the Nominee to carry a smart phone with him, keep its location turned on all the time and to have an active internet during Hajj Operation 2023 with appropriate battery backup arrangements at his own cost.
- xi) A surety bond on stamp paper (copy enclosed) signed between the nominee and his / her concerned Department explicitly showing that in case of any violation to the SOPs of KSA and subsequent fine of whatever limit shall be borne by the violator from his own resource. M/O RA & IH shall has no responsibility to bear such losses

It is also requested that a suitable nomination (one) as repeater (one principal and one alternate), who has previously performed Hajj duties as Moavin in KSA, may be furnished to this Ministry, after observing enclosed Criteria for Repeaters. However, the final selection will be made by this Ministry after assessing the need of repeaters for specific task for the forth coming Hajj operation - 2023 and on the basis of his or her experience and performance during last Hajj operation(s). **Further, this Ministry reserves the right to select or reject any or all of the nomination(s) of repeater(s), without assigning any reason.**

Admin-I Section  
Dy. No. 251  
15.2.2023

Contd/P-2

Dy. No. 885/Dir (AO)  
08 FEB 2023

Diary No. 220  
8-2-23

Acct. Auditor General-I  
07 FEB 2023  
Pr. No. 610

Auditor General of Pakistan  
Dy. No. 5594

*[Handwritten signatures and initials]*  
07/02  
Dy. No. 5594  
AO (Admin)  
Dy. No. 251/2023

*[Handwritten signature]*  
08/2/23

*[Handwritten signature]*  
AO (C.S.)

*[Handwritten signature]*  
AO (Admin)  
(Mr. Shahid)  
14/02/2023  
AO (Admin)

From Pre-page:

4. Tentative package, for fresh & repeater each nomination, amounting to Rs. 914,975/- and Rs. 722,600/- as per following break-up will be paid by the respective Ministry / Division / Organizations on behalf of the employees (BPS-17/18 and BPS 07-16) respectively, irrespective of their stay at Kingdom of Saudi Arabia:

Description	DA 45 days (1 SR= 75 Pak Rupees)	Air-fare	Insurance Charges	Visa Fee	Vaccination Charges	Hujjaj Mohafiz Fund	Total Amount
BS-17/18	Rs 634,500/- (@ SR.188 per day)	Rs.250,000/-	Rs.2,475 /-	Rs.22,500/-	Rs.4,500/-	Rs.1,000/-	Rs. 914,975/-
BS-07 to16	Rs. 442,125/- (@ SR.131 per day)	Rs.250,000/-	Rs.2,475 /-	Rs.22,500/-	Rs.4,500/-	Rs.1,000/-	Rs. 722,600/-

(The above package is on notional basis and subject to increase / decrease in the wake of USS and Saudi Riyal exchange rates vs Pak Rupees).

5. The payment will be made, in advance, through a Pay Order or Bank Draft in the name of **Secretary, Ministry of Religious Affairs and Interfaith Harmony, Islamabad.** Furthermore, any enhancement in the package would liable to be paid by the respective Ministry / Division/ Organizations which will be intimated later on. The followings are the details of vendor and account number of this Ministry;

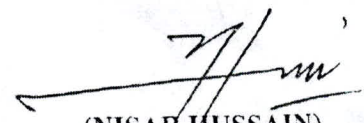
Vender No. 30416554  
A/C No. 3035236135 NIDA  
Maintained in NBP, Civic Center Branch, Islamabad

6. It is imperative to emphasize that members of Moavineen-e-Hujjaj are being sent to KSA on a sacred mission and now it is their duty to ensure a commensurate degree of service to the pilgrims.

7. It may also be noted that Ministry of Religious Affairs & Interfaith Harmony reserves the right to accept / reject any or all nominations without assigning any reason. Furthermore, if any selected member of Moavineen-e-Hujjaj is found with un-satisfactory performance or is found involved in any political, ethical or obnoxious activity during his / her stay at KSA he / she shall liable to be repatriated to Pakistan immediately on his / her own cost, along with recommendation for initiation of strict disciplinary action under the relevant rules and regulations.

8. The nominations must reach to this Ministry on or before **01.03.2023**, and no nomination will be entertained if receives after said cut-off date.

These nominations will be treated purely provisional subject to final approval of the Competent Authority in M/o RA & IH and would not be challenged in any Court of Law.

  
(NISAR HUSSAIN)  
Section Officer (PW)  
051-9208508