

**GOVERNMENT OF PAKISTAN
MINISTRY OF RELIGIOUS AFFAIRS**

No. 1(5)/2011-HGOs

Islamabad, the 27th August, 2011

The Director (Hajj),
Directorate of Hajj,
Islamabad

The Director (Hajj),
Directorate of Hajj,
LAHORE

The Director (Hajj),
Directorate of Hajj,
Multan.

The Director (Hajj),
Directorate of Hajj,
Quetta.

The Director (Hajj),
Directorate of Hajj,
Peshawar.

The Director (Hajj),
Directorate of Hajj,
Karachi.

Subject: - **SUBSTITUTION OF PILGRIMS UNDER HGOs SCHEME**

Dear Sir,

I am directed to refer to the subject captioned above and to say that substitution of pilgrims under HGOs scheme will commence from 30th August, 2011 and upto 15th September, 2011. Detail procedure in this regard are enclosed. It is requested that necessary substitution may please be started accordingly.

Yours faithfully,


(Muhammad Nasir Khan)

Government of Pakistan
Ministry of Religious Affairs

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PROCEDURE FOR SUBSTITUTION

Substitution of Hujjaj under Private Scheme will commence w.e.f 30th August till 15th September, 2011.

2. HGO will provide following documents in connection with substitution of intending Hujjaj:-

- i) Request from Chief Executive on company's letter head (in original) in the name of Section Officer(HGO), Ministry of Religious Affairs, Islamabad with detail of name, application number, passport number, contract number etc. of the original applicant and proposed substitute.
- ii) Request/consent of the applicant (to be withdrawn) on stamp paper of Rs.20/- with supporting documents. The stamp paper must be issued in the name of applicant and duly attested by the Notary Public indicating telephone number of outgoing applicant.
- iii) Photocopy of Hajj application form of the applicant (to be withdrawn).
- iv) Photocopy of machine readable passport of new applicant having validity of one year.

3. HGO will submit the filled in Form, issued by the Ministry alongwith Bank Draft of Rs.2,000/- per Haji in the name of "Ministry of Religious Affairs"(Enrolment No. and Stamp of the Company must be affixed on the back of the draft) to the Section Officer(HGO) between 0900-1200 hrs (Monday to Saturday).

Note:

- ❖ For substitution cases HGOs of Southern Region i.e. Karachi, Sukkur and Quetta will obtain from Directorate of Hajj, Karachi and Quetta with the approval of Ministry of Religious Affairs. While HGOs relating to Directorate of Hajj, Islamabad, Peshawar, Multan & Lahore will approach to Ministry of religious Affairs for blank forms.
 - ❖ The substituted form duly filled/completed, must be received in this Ministry alongwith original passport upto 15th September, 2011, positively.
 - ❖ In case of any false entry/misrepresentation of facts, the delinquent HGO shall be proceed against for penal action as given in the SPA.
4. Request received by fax or with incomplete documents shall not be entertained.


(Muhammad Nasir Khan)
Section Officer(HGO)