

F. No. 14/16/2019- Haj

भारत सरकार

Government of India

अल्पसंख्यक कार्य मंत्रालय

Ministry of Minority Affairs  
(Haj Division)

West Block-VIII, Wing-II, First Floor,  
Sector-1, R. K. Puram, New Delhi – 110 0066.

Date: 24.10.2019

**OFFICE MEMORANDUM**

Subject: - Nomination of Muslim Officers for visit to Saudi Arabia as Member of Building Selection Team for Haj 2020 - regarding.

The undersigned is directed to say that as per past practice, it is proposed to send Building Selection Teams (BSTs) to visit Saudi Arabia for selection of accommodation for Indian Haj Pilgrims for Haj 2020.

2. Nominations of suitable Muslim officers are invited from States / Union Territories for being a member of the BST as per the following terms & conditions;

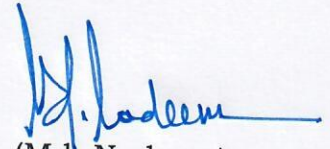
- (a) Each State / UT may nominate one person as member of BST and send his details in the enclosed Annexure with this OM.
- (b) The entire expenditure on the visit of the selection of members including airfare and stay in Makkah and Madinah, will be borne by the Concerned State Haj Committees,
- (c) The nominees of BST should be Deputy Secretary / Under Secretary level officials working in the State Governments or Union Territories or State Haj Committees. Ministers / political functionaries or senior Government officers are not to be nominated as Member of BST as it is a tedious job involving measurement of room of buildings by exerting physical effort. Those officials who were deputed/visited as Member of BST during five years will not be considered.
- (d) Members of BST shall be solely responsible for the selection of Building at Makkah & Madinah for the Indian pilgrims and they have to stick to the norms given to them regarding building selection by the Consulate General of India, Jeddah. If there is any deviation from the norms, the concerned Member of BST would be held responsible.
- (e) Nomination of the members may please be sent through the Department looking after Haj matters in the concerned States / UTs giving full particulars. Since the number of BST to be sent to Saudi Arabia is limited, so the eligible nominated persons will be considered on basis of their suitability, requirement & regional representation.



- (f) The persons nominated should be asked to keep themselves ready to travel at short notice.
- (g) Nominated member will not be allowed to proceed to Saudi Arabia unless he produces necessary sanction letter issued by the concerned State Governments / Union Territories for travel to Saudi Arabia.
- (h) The tentative duration of the visit to Saudi Arabia will be 12 days (excluding travel times).
- (i) As per requirement of CGI, Jeddah; all the deputed members shall have to travel to Saudi Arabia by Air India flights only.

3. It is, therefore, requested to concerned authorities of the State / UT to send nomination of a suitable Muslim officer along with his details in enclosed Annexure for consideration as Member of Building Selection Team for Haj 2020. The said nomination is required to be sent to **"The Under Secretary (Haj-II), Haj Division, Ministry of Minority Affairs, West Block-VIII, Wing-II, First Floor, Sector-1, R. K. Puram, New Delhi - 110 0066** (or by email [ushaj2-mma@gov.in](mailto:ushaj2-mma@gov.in)) latest by 30<sup>th</sup> November, 2019.

Enclosure:- Annexure



(Md. Nadeem)  
Under Secretary (Haj-II)  
Email-ushaj2-mma@gov.in  
Tell No. (011)-26160031

Copy to:-

- (i) Chief Secretary / Administrator of all the States / Union Territories
- (ii) All the State Haj Committees.
- (iii) Copy for website ([haj.gov.in](http://haj.gov.in)) of Haj Division, MoMA.

Copy for information to:-

- (i) PS to Minister of Minority Affairs, CGO Complex, ND.
- (ii) PS to Secretary (MA), CGO Complex, ND.
- (iii) Consul General, Consulate General of India, Jeddah, Saudi Arabia.
- (iv) CEO, Haj Committee of India, Mumbai (Maharashtra)



Annexure

**APPLICATION FOR NOMINATION OF OFFICER FOR BUILDING  
SELECTION TEAM FOR HAJ-2020.**

1.	Name		Photo
2.	Father's Name		
3.	Date of birth		
4.	Designation		
5.	Basic Pay		
6.	Grade Pay (As per 6 <sup>th</sup> CPC) or Level (As per 7 <sup>th</sup> CPC)		
7.	Nature of work assigned to nominated person		
8.	Official Address		
	Official Phone Number		
	Mobile Number		
	E-mail ID		
9.	Experience as a BST Member(if any)		
10.	Name of the Sponsoring Authority(with Phone Number/Mobile Number/E-mail ID)		

Place:

Date:

(Signature)