



GUIDELINES FOR Haj 1432 (H) – 2011

DATES TO REMEMBER

Date	Last Date for submission of ...
30.4.2011	Haj Application Form
15.6.2011	Passport and Pay-in-slip of Rs.31,000/-
31.7.2011	Allotment letter of Rubat
01.8.2011	Payment of Balance Foreign Exchange and Air Fare

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HAJ COMMITTEE OF INDIA

(Constituted under the Act of Parliament No.35 of 2002)

Gram : "HAJ COMMITTEE"

Phone : 022 – 22612989 (6 Lines), Fax : 022 – 2262 0920

E-mail : hajcommittee@mtnl.net.in / hajcommittee@hathway.com

Website : www.hajcommittee.com

Haj House, 7-A, M.R.A. Marg (Palton Road), Mumbai - 400 001. (India).

HAJ COMMITTEE OF INDIA

(Constituted under the Act of Parliament No.35 of 2002)

GUIDELINES FOR Haj 1432 (H) 2011

HAJ COMMITTEE REGULATIONS

Haj Committee of India is pleased to issue this set of regulations for the benefit of Haj Pilgrims. The Pilgrims are requested to read these carefully before filling the Haj Application Form.

1. GENERAL INFORMATION :

- i) Haj Committee of India constituted under the Act of Parliament (No.35 of 2002) is empowered to make arrangements for the Indian Pilgrims only in India under the present norms. On reaching Jeddah / Madinah Munawarah airport the responsibility to look after the Pilgrims and to redress their grievances is that of the Indian Consulate stationed at Jeddah. However, the Haj Committee of India is committed to monitor the facilities made available to the Pilgrims and hence any shortcomings shall be brought to the attention of the concerned Officers. The Haj Committee of India's role is only advisory in nature as far as the arrangements in the Kingdom of Saudi Arabia are concerned. Air India is the nodal agency and is fully responsible for any shortcomings in the air transportation of Pilgrims and their belongings to and from Saudi Arabia. Pilgrims are requested to understand the limitations of Haj Committee of India and desist from defaming and maligning Haj Committee of India.
- ii) All the Pilgrims are informed that Haj Committee of India has administrative relations with the duly constituted State/Union Territory Haj Committees only and not with any individual, agency or association to conduct the Haj affairs.
- iii) Any extra amount charged by any institution or individual shall not entitle the Pilgrim concerned to any preferential treatment. Pilgrims are, therefore, warned that they should not believe the claims of such elements and report such instances to the Chief Executive Officer, Haj Committee of India, 7-A, M. R. A. Marg, (Palton Road), Mumbai - 400 001 directly on **Fax No. 022-2263 0461.**
- iv) The Shia Pilgrims who opt for **JOHFA** as **Meeqat** should mark the same in the Haj Application Form for which they are required to pay an additional amount of **SAR.110/-.**

- v) **QURBANI (Sacrifice of animal):** Pilgrims are requested not to fall prey to the nefarious design of any agent with regard to Sacrifice of Animal. Haj Committee of India strongly recommends the Pilgrims to do Sacrifice of Animal on their own by visiting Slaughter House in Mina. If they are unable to do so, they must buy Coupons of Qurbani from the various Saudi Nationalized Bank branches. Pilgrims can also buy coupons online from India by visiting website <http://www.adahi.org>
- vi) **BLANKET (KAMBAL) at MINA:** At Mina, a Blanket (Kambal) will be provided to each and every Pilgrim, which remains the sole property of the Hajji which he may bring home.
- vii) **COVER NUMBER:** Pilgrims should ask for Acknowledgement on submitting the Haj Application form. The State/Union Territory Haj Committee shall feed the data in the computer, generate the cover number and inform the pilgrim the cover number. **Without cover number, the applicant will not be considered for qurrah.** Hence all pilgrims must obtain cover number from State/Union Territory Haj Committee. Quote cover Number in all further correspondence.

2. **AVAILABILITY OF APPLICATION FORMS :**

The Application Forms with Haj Guidelines for Haj 1432 (H) 2011 can be obtained from the State/Union Territory Haj Committee free of cost or can be downloaded from www.hajcommittee.com. Photo copies can also be used.

3. **ELIGIBILITY FOR HAJ :**

Any Muslim citizen of India can apply for Haj Pilgrimage except:

- i) **Ban on Repeaters:** Those who have performed Haj during last five years viz. Block Year 2006-II to 2010.
- ii) Any person who is found to have furnished false information and concealed the fact of having performed Haj during last five years shall not be allowed to proceed for Haj and the amount deposited by him / her shall be forfeited. Besides, he / she may be prosecuted for making incorrect / false declaration. The restriction applies even for the performance of Haj-e-Badal.
- iii) Those suffering from Polio, tuberculosis, congestive cardiac & respiratory ailment, acute coronary insufficiency, coronary thrombosis, mental disorder, infectious leprosy, AIDS or any other communicable disability or handicap.
- iv) Ladies not accompanied by Sharai Mehram.
- v) Female Pilgrims in the advanced stage of pregnancy on the date of departure of Haj flight.
- vi) Persons who are crippled, handicapped, lunatic or otherwise physically incapacitated or suffering from amputation of legs.
- vii) Those who do not have the mental and physical health to perform the pilgrimage.

4. **INTERNATIONAL PASSPORT :**

The Kingdom of Saudi Arabia has intimated that Haj Visa will be endorsed on International Passport only. Hence every pilgrim must have International Passport. The Pilgrims are requested to handover the Haj Application Form with copy of valid International Passport to the concerned State/Union Territory Haj Committee **on or before 30th April 2011**.

Non passport holders must apply for passport first, obtain the receipt from Regional passport office (RPO receipt) and attach with the Haj application form.

However all the provisionally selected pilgrims in Qurrah (Computerized draw of lots) must submit International passport on or before **15th June, 2011** to the concerned State/Union Territory Haj Committee failing which the provisional selection shall be cancelled without further intimation.

5. **HOW TO APPLY :**

- i) Application for each Pilgrim should be filled in duplicate. The cover head shall be male only. The maximum size of the cover shall be 5 (Five) adults + 2 (two) infants only. The minimum size of cover is one. The cover head shall make a cover of all the applicants and submit it to the State/Union Territory Haj Committee.

For e.g: for 5 adult + 2 infant pilgrims, 14 applications have to be filled. (2 x 7 = 14). One set of seven applications is meant for State/Union Territory Haj Committee and another set of seven is meant for Haj Committee of India, Mumbai.

INFANTS: Who would complete 2 years of age by **31st December 2011** i.e. Till the arrival of last inward Haj Charter Flight.

WARNING: If any applicant applies in more than one State/Union Territory or more than once in the same State/Union Territory his/her applications will be rejected altogether and will not be considered in any State/Union Territory.

- ii) Application Form should be filled in English only and the particulars should be recorded in **BLOCK LETTERS**. The Application form should be filled in strictly in accordance with the Guidelines.
- iii) Latest Passport size 3.5cm X 3.5cm size photograph should be pasted on each Application Form. The photograph should be of front pose having **WHITE BACKGROUND ONLY**. This is necessary for obtaining Haj Visa.
- iv) Enclose the following as proof of residence:
- a) If address is same as recorded in passport copy of passport.
 - b) If present address is different from the address recorded in passport enclose any one of the following as proof of residence / citizenship with the Application Form viz;
 - 1) Ration Card copy
 - 2) Driving Licence copy
 - 3) Voter's Identity Card copy
 - 4) PAN Card copy
 - 5) Any proof acceptable to that State/Union Territory Government

- v) The envelope should contain the Application Forms and copy of the Pay-in-slip for the payment of **Rs.200/-** per applicant towards the non refundable processing fee. The maximum amount per cover is Rs.1,000/- No processing fee for infant. Processing fee should be deposited in the Haj Committee's Current Bank **Account No.31634038682** maintained with the State Bank of India through core banking system,
- vi) Cover should be superscribed as **“Application for Haj 1432 (H) 2011”** and sent/submitted to the Executive Officer / Secretary of the concerned State/Union Territory Haj Committee on or before **30th April 2010**.
- vii) Every Pilgrim is required to sign the solemn declaration and Undertaking given on the reverse of Haj Application.
- viii) The declaration in each Application Form would require attestation by any one of the following with reference to the applicant's area / locality:
 MP; Member-Haj Committee of India, MLA, Member-State/Union Territory Haj Committee, Municipal Corporator, Principal of recognized School, District Collector, Member of District Board, Zilla Parishad of District of the applicant, General Manager of Government Undertaking, Tehsildars, Gazatted Officer, Inspector Incharge of Police Station, President or Sarpanch of Village Panchayat, BDO.
- ix) The certificate of physical fitness, allergies and blood group should be obtained from a registered Government Doctor.
- x) The name and other particulars of the nominee, who could be contacted in case of exigencies in India/Saudi Arabia should be legally maintainable and recorded distinctly at the appropriate place in the Application Form.
- xi) The option for accommodation category and Foreign Exchange quantum should be recorded carefully as the option once exercised is irrevocable.
- xii) The pilgrims are required to travel from their natural / geographical Embarkation Point only. Embarkation Point will also be the Disembarkation point for the return journey. No embarkation point will be changed on any ground.
- xiii) The Application Form should indicate the correct address. False declaration may lead to rejection of application & forfeiture of the initial deposits.
- xiv) Haj Committee has introduced SMS system. All pilgrims should give two valid mobile numbers of himself or his near and dear ones only so that the periodic messages sent by Haj Committee of India reach the pilgrim. The pilgrim shall authorize Haj Committee of India to send SMS even if his/her Number is in DND register in the Haj Application form.
- xv) The pilgrim may give a photo copy of his cancelled blank cheque to facilitate his refund, if any. The details of bank account should be furnished on form (optional).

6. RESERVED CATEGORY:

- i) The competent authority has decided to continue the policy to directly confirm the applications of those pilgrims whose applications have been rejected continuously for last three (3) years during Haj 2008, 2009 and 2010. In order to get the benefit of this scheme during ensuing Haj 2011, the applicant along with co-pilgrims has to indicate the cover number of the last three years (without which the application will be treated as fresh cover) under this category in the relevant column. The applicants who have been applying continuously since last three years will be given provisional selected status without qurrah provided they hold valid International Passport and apply for Haj 2011 (without including any fresh applicant). Those applicants who have been selected during previous three years, but cancelled the journey on their own, will not be registered under Reserved Category and registered as fresh covers in General Category.
- ii) Applicants who were selected last year i.e. Haj 2010 and deposited full amount but could not proceed for Haj 2010 due to non issuance of passport / visa will also be given benefit of reserved category if applied with details of last year cover number provided they hold valid international passport and apply for Haj 2011 without including any fresh applicant.
- iii) The applicants who were displayed on internet as confirmed but could not proceed for Haj 2010 for want of visas will be given provisionally selected status for Haj 2011 without qurrah provided they hold valid International Passport and apply for Haj 2011 without including any fresh applicant in the cover.
- iv) Categories i, ii & iii above will be given provisionally selected status for Haj 2011 without qurrah subject to verification of details furnished by Haj Committee of India.

7. COVER CAN'T BE SPLIT :

A maximum number of **Five (5)** applicants comprising the family members or near relatives can apply in a single cover. The accommodation status and the foreign exchange option in respect of all Pilgrims under one cover should be same. In no case a cover shall be split. In case a few Pilgrims under one cover intend to prepone / postpone the date of flight it would not be permitted. The Pilgrims of the Cover will travel together and stay together. The head of cover shall be responsible for payment of the persons included in the cover. Under no circumstances, an alien person should be included in the cover. It is in the interest of Pilgrims to ensure that only family members having blood relation or near relatives are included in the cover. If the cover head of cover cancels his application for Haj pilgrimage, he should indicate name of another Male Member from among Male Members of such cover, as head of the particular cover. If a Male applicant, who is Mehram of the Female applicant of cover, cancels his application for Haj pilgrimage, he must indicate the name of other applicant from among the Male Members of the cover as "Mehram" along with relation with the female applicant(s) of that cover. Otherwise application(s) of the female applicant(s) shall also be treated as cancelled.

8. CLOSING DATE :

All the applications must be deposited / sent to concerned State/Union Territory Haj Committees so as to reach **on or before 30th April 2011**. No application form received after expiry of the closing date shall be entertained. Applicant must send or submit their application to the concerned State/Union Territory Haj Committee and not directly to the Haj Committee of India, Mumbai. If any applicant sends or submits the application directly to Haj Committee of India his/her application will not be considered and will be treated as invalid application. Haj Committee of India will not return these applications either to the applicant or forward to the concerned State/Union Territory Haj Committees.

9. SCRUTINY OF APPLICATION BY STATE / UNION TERRITORY HAJ COMMITTEE :

The State/Union Territory Haj Committee shall ensure that the Haj Application is complete in all respects duly filled in and accompanied by requisite documents, photographs, and the copy of the Pay-in-slip of the payment of Rs.200/- per pilgrim deposited towards the non refundable processing fee in the Haj Committee's Current Bank Account **No.31634038682** maintained with the State Bank of India through core banking system and photo copy of valid International passport. The Executive Officer / Secretary of the State/Union Territory Haj Committee has to endorse each and every Haj Application and also ensure that the particulars have been recorded correctly and necessary clearances obtained before endorsing and forwarding the application to Haj Committee of India. **The acknowledgment shall be issued to the cover head.** The full data should be fed in the computer on receipt of the application. The applications must be verified, signed by the Executive Officer / Secretary of State/Union Territory Haj Committee who shall also verify the domicile and certify that the applicant is eligible to register under the concerned State/Union Territory quota. The application forms of selected covers along with pay-in- slip, passports should be sent to the Haj Committee of India by State/Union Territory Haj Committees **by 30th June, 2011**.

10. QUOTA :

The Quota of Haj Committee is fixed by Government of India every year. Out of that certain seats are earmarked under Government Reserved Quota. After deducting these seats, remaining seats are distributed among 35 State/ Union Territories proportionate to the Muslim Population as per 2001 Census.

If the number of applications received by the State/Union Territory Haj committees is less than the Quota such excess quota shall be surrendered to Haj Committee of India. The surrendered seats would be

redistributed among the State/Union Territories which received applications in excess of the Quota allotted to them. The chart indicating the details of State/Union Territories with Muslim Population is given below:-

Sr. No.	Name of State/ Union Territories	Total Population	Muslim Population	% of Indian Muslim Population
1.	Andaman & Nicobar (UT)	356,152	29,265	0.02
2.	Andhra Pradesh	76,210,007	6,986,856	5.06
3.	Assam	26,655,528	8,240,611	5.96
4.	Arunachal Pradesh	1,097,968	20,675	0.01
5.	Meghalaya	2,318,822	99169	0.07
6.	Mizoram	888,573	10099	0.01
7.	Nagaland	1,990,036	35005	0.03
8.	Sikkim	540,851	7693	0.01
9.	Bihar	82,998,509	13,722,048	9.93
10.	Jharkhand	26,945,829	3,731,308	2.70
11.	Chandigarh (UT)	900,635	35,548	0.03
12.	Chhattishgarh	20,833,803	409,615	0.30
13.	Dadra & Nagar Haveli, UT	220,490	6,524	0.00
14.	Daman & Diu (UT)	158,204	12,281	0.01
15.	Delhi (NCT)	13,850,507	1,623,520	1.17
16.	Goa	1,347,668	92,210	0.07
17.	Gujarat	50,671,017	4,592,854	3.32
18.	Himachal Pradesh	6,077,900	119,512	0.09
19.	Haryana	21,144,564	1,222,916	0.88
20.	Jammu & Kashmir	10,143,700	6,793,240	4.92
21.	Karnataka	52,850,562	6,463,127	4.68
22.	Kerala	31,841,374	7,863,842	5.69
23.	Lakshadweep (UT)	60,650	57,903	0.04
24.	Madhya Pradesh	60,348,023	3,841,449	2.78
25.	Maharashtra	96,878,627	10,270,485	7.43
26.	Manipur	2,166,788	190,939	0.14
27.	Orissa	36,804,660	761,985	0.55
28.	Pondicherry (UT)	974,345	59,358	0.04
29.	Punjab	24,358,999	382,045	0.28
30.	Rajasthan	56,507,188	4,788,227	3.47
31.	Tamil Nadu	62,405,679	3,470,647	2.51
32.	Tripura	3,199,203	254,442	0.18
33.	Uttar Pradesh	166,197,921	30,740,158	22.25
34.	Uttarakhand	8,489,349	1,012,141	0.73
35.	West Bengal	80,176,197	20,240,543	14.65
	Total	1,028,610,328	138,188,240	100.00

11. QURRAH :

Computerized draw of lots shall be conducted in the State/Union Territory which receive Haj applications in excess of their quota to provisionally select the pilgrims. The date of Qurrah and other details shall be intimated by the concerned State/Union Territory Haj Committee through press /electronic media. The provisionally selected pilgrims shall be intimated of their selection by the State/Union Territory Haj Committee.

12. PASSPORT SUBMISSION & CONFIRMATION :

The selection of pilgrims by Qurrah is purely provisional. The selected Pilgrims after Qurrah shall submit Passport with photograph stapled on 1st page and copy of pay in slip for Rs.31,000/- (as detailed further in the payments section) to concerned State/Union Territory Haj Committee **on or before 15th June 2011**. Submission of passports in parts shall not be accepted under any circumstances. All passports of the pilgrims in a cover should be handed over for processing together failing which seats of those who have not submitted passport shall be cancelled without further intimation to the pilgrims and shall be allotted to the wait-listed Haj Applications. Upon receipt of Haj application forms/ pay in slip and passports from **State/Union Territory Haj Committee, the status of the pilgrim shall be confirmed by the HCOI after due verification.**

13. WAIT LIST :

A separate qurrah (draw of lots) of non selected covers shall be held in the State/Union Territories which receive Haj applications in excess of their quota to allocate wait list number to all such covers. The confirmation of seats in respect of wait list pilgrims shall be communicated by the respective State/Union Territory Haj Committee as and when the vacancy arises due to cancellation of journey by the selected pilgrims. If the selected pilgrim wants to cancel the journey on any ground he should submit a cancellation letter to concerned State/ Union Territory Haj Committee. The State/Union Territory Haj Committee should mark the cancellation and select the wait listed pilgrim as per serial number. No jumping of the wait list shall be allowed. Once cancellation is marked it will not be revoked on any ground. The wait-listed pilgrims should remain in constant touch with Haj Committee of India / State / Union Territory Haj Committee about confirmation of their seats.

14. PAYMENTS BY PILGRIMS :**A) Bank Reference Number:**

All provisionally selected pilgrims will be allotted a unique bank reference number which shall be communicated by the State/Union Territory Haj Committee in the provisional selection letter. This number must be quoted compulsorily for depositing advance and balance foreign exchange in the bank pay in slip meant for the purpose. **The pay in slips for advance/balance foreign exchange payment is attached in the guidelines booklet (last Page).** No payment shall be accepted by the bank without quoting the Bank reference number.

B) Advance Foreign Exchange:

All the pilgrims selected in Qurrah for Haj 1432 (H) 2011 through Haj Committee of India shall pay Rs.31,000/- as advance Foreign Exchange and Miscellaneous Dues in Haj Committee of India's current Bank **Account No.31136268352** maintained with State Bank of India core banking system available across various branches of the State Bank of India having this facility. It is to be noted that no Bank draft / cash will be accepted by the Haj Committee of India. The utilization of the amount is as under:-

(a) Advance Foreign Exchange		=Rs.30,000/-	
(b) Miscellaneous Dues:-			
(i) State/UT Haj Committee's			
Handling Charges	= Rs.150/-]		
(ii) Supporting Arrangements	= Rs.200/-]		
(iii) Donations for Haj House	= Rs.150/-]	=Rs. 1,000/-	
(iv) Establishment /			
Documentation Charges	= Rs.500/-]		

Total: =Rs.31,000/-

C. AIR FARE & BALANCE FOREIGN EXCHANGE:

- i) The rate of conversion for Saudi Riyal in Indian Currency is determined by the Haj Committee of India after inviting tenders from the banks. Accordingly category-wise expenditure in terms of Foreign Exchange per Pilgrim and air fare amount for adults, infants and children for Haj 1432 (H) 2011 shall be decided and an announcement will be made in the news papers. The last date for payment of air fare & balance foreign exchange amount in Haj Committee of India's current Bank **Account No.31136268352** maintained with State Bank of India is **1st August, 2011**. Otherwise the Pilgrim shall lose the confirmed Haj Seats and wait-listed application would be considered against these seats.
- ii) This rate of conversion so decided remains valid for both payments by pilgrims as well as refunds subject to foreign exchange fluctuations.
- iii) In case of foreign exchange fluctuations, increase in transportation/accommodation/Miscellaneous charges and air fare, the same will be recovered from the pilgrims Foreign Exchange currency payable at the time

of departure i.e. SAR.2,100/- or separate announcement will be made by Haj Committee of India requesting the pilgrims to deposit more money as and when required.

- iv) The Haj Committee of India has computerized the whole Pilgrims Traffic System including booking of Haj Seat at Embarkation Point. Therefore, it is essential that the pilgrims must abide by the specified last date in respect of payment of Airfare and balance Foreign Exchange amount failing which, the computer will not show the particulars of the concerned Pilgrim. Resultantly, the seat in the flight would not be confirmed unless the payment of Air Fare and Balance Foreign Exchange is received by Haj Committee of India within the specified dates mentioned above.

15. **ACCOMMODATION :**

A) **R. A. S. (Reserved Accommodation Scheme)**

As per Saudi Regulations, accommodation has to be arranged for the Pilgrims in advance through the Consulate General of India, Jeddah. The per Pilgrim space entitlement is 4 sq. meters (4 meters x 1 meter). The following categories are envisaged for Haj 1432 (H) 2011. The Pilgrims are required to indicate their option in the Haj Application Form. The option once exercised shall be final and irrevocable.

Accommodation categories summarized as under:

Item	Green*	White*	Azizia*
Distance from outer periphery of Haram	0 to 1200 metres	1201 to 2000 metres	Within Azizia area
Makkah accommodation & Rate in SAR	4000/-	3200/-	2620/- including transportation
Facilities in buildings in Makkah	Uniform	Uniform	Uniform
Madinah accommodation & Rate in SAR	Uniform & 500/-	Uniform & 500/-	Uniform & 500/-
Facilities in Mina, Arafat, Muzdalifa	Same	Same	Same

***Accommodation categories in Makkah**

NOTE : The category indicates:

- (i) distance from outer periphery of Haram sharief (not Kaba) in Makkah.
- (ii) No special quality/facilities in the buildings in Makkah.
- (iii) No preferential treatment during the stay in Madinah Munawwarah and Mina / Arafat / Muzdalifa during Haj days.

However, in case of non-availability of accommodation units in above mentioned three categories, accommodation can be hired in altogether new category and allotted to the Pilgrims against any of the three categories opted.

The allotment of accommodation will depend upon the availability of units in a particular category. In case there are more applications for a particular category than the units available, allotment shall be made on the basis of actual availability in each category. The remaining Pilgrims shall be accommodated in the next category available. The rentals shall be charged only in accordance with the category allotted to them. The accommodation hired in holy cities bears the facilities as prescribed by the Saudi Arabian Regulations. The space entitlement for each Pilgrim is 4 x1 meters only and each Pilgrim shall be provided with a mattress and a pillow. **The rooms will be fully air-conditioned. The supply of Zam Zam to each building is by the Saudi Authorities as per their norms. Building owner's staff is responsible for maintenance and cleanliness of the premises.** Refrigerator shall be provided on each floor, if not in every kitchen. Gas connection shall also be provided. However, the Pilgrims have to refill the gas cylinder at their own cost once it is exhausted. The pilgrims have to share the room, kitchen, toilets and wash room facilities with other pilgrims in all categories in both Makkah and Madinah. Not more than 12 pilgrims have to share a single toilet and not more than 30 pilgrims have to share a single kitchen.

As per the Saudi Arabian Rules, elevators are provided only in the buildings having more than four storeys. Although it has been decided to hire the building with lift facility only, some of the Pilgrims may be required to stay in second, third or fourth storey with no lift facility. It is, therefore, advisable that Pilgrims suffering from serious ailments or physical disabilities or in advanced age should not seek to perform Haj as it will be difficult for the Haj Officials at Makkah Mukarrama to make adjustments for accommodation to suit the special needs of such Pilgrims. The Haj Committee of India wants to accommodate all the aged Pilgrims on the ground or first floor. But the aged pilgrims and their young companions do not like to be separated from each other. As a result, a lot of aged Pilgrims may get accommodation in upper floors.

B) Accommodation in Mina:

Mina is a valley with limited space and pilgrims have to share their living space with many others inside large tents. Pilgrims have to stay in Mina for 5 days and each Moallim accommodates around 5000 pilgrims in his tents. Space is extremely scarce in Mina and pilgrims are advised to carry only essential baggage with them. Relatives of pilgrims living in Saudi Arabia would like to accompany pilgrims coming through Haj Committee of India and staying in tents meant for pilgrims of Haj Committee of India. However this is not permitted and is against the local law.

C) Exempted Category:

Pilgrim desirous of staying in any of the Indian Rubats shall obtain an allotment letter issued by concerned Rubat authorities and submit it to the Haj Committee of India **on or before 31st July 2011**. The allotment letter received after the last date shall not be entertained and the Pilgrim shall be booked under Reserved Accommodation Scheme (R.A.S.) for which rental shall be charged from the Pilgrim. The Rubat Authorities will issue the allotment letter as per their authorized capacity as confirmed to Haj Committee of India by the Consulate General of India, Jeddah. In case of any delay on the part of Rubat Authorities, the Haj Committee of India shall not be responsible and the Pilgrims will be booked under R.A.S.

16. HEALTH REGULATION :**a) Inoculation of Meningitis / Quadruple Inoculation (ACYW135)**

All Pilgrims are required to possess a certificate of inoculation of single dose of cerebrospinal Meningitis vaccine. Pilgrims, therefore, must get themselves inoculated against Meningitis and obtain valid health certificate in prescribed international format before proceeding for the Embarkation Point. The certificate should be signed by District Health Officer. Incomplete and bogus certificates shall not be entertained. Haj Committee of India also makes arrangement every year at Haj House for inoculation and issue of the certificate to individual Pilgrims after getting them examined by the Medical Officer of the Haj Committee of India. Similarly, the State/Union Territory Haj Committee and District Administration make such arrangements for inoculation of the Pilgrims in their respective State/Union Territories throughout the country. **The medical card should be obtained from the concerned State/Union Territory Haj Committees for meningitis inoculation and must be produced at the time of embarkation.**

b) Oral Polio Vaccination:

It is mandatory to give Oral Polio Vaccine to all the pilgrims six weeks before start of Haj journey and obtain the Oral Polio Vaccine certificate from the concerned health authorities and produce **the same when required**. They will be given another dose of Oral Polio Vaccine at the time of their disembarkation in the Kingdom.

17. EMBARKATION POINTS :

The Pilgrims are compulsorily required to travel from their natural zone-wise Embarkation Points as given below and should be in conformity with their home address. No change of Embarkation Point allowed.

NORTH ZONE		
1.	NEW DELHI	Delhi, Punjab, Haryana, Himachal Pradesh, Chandigarh, Utrakhand, & Uttar Pradesh (Western District viz Agra, Aligarh, Bijnor, Baghpat, Buland Shahar, Firozabad, Gautum Budh Nagar, Ghaziabad, Jyotiba Phule Nagar, Mathura, Meerut, Moradabad, Muzzaffar Nagar, Rampur & Saharanpur)
2.	LUCKNOW	Uttar Pradesh (Central Districts)
3.	SRINAGAR	Jammu & Kashmir
4.	JAIPUR	Rajasthan
5.	VARANASI	Uttar Pradesh (Eastern Districts)
SOUTH ZONE		
6.	CHENNAI	Tamil Nadu, Pondicherry, Andaman & Nicobar,
7.	BANGALORE	Karnataka & Anantpur District of Andhra Pradesh State
8.	MANGALORE	Mangalore (DK), Kodagu, Udupi and Uttar Kannada
9.	CALICUT	Kerala, Lakshdweep & Mahe (Pondicherry)
10.	HYDERABAD	Andhra Pradesh and Bider, Yadgir & Gulbarga District of Karnataka State
EAST ZONE		
11.	KOLKATA	West Bengal and Orissa
12.	GUWAHATI	Assam, Tripura, Meghalaya, Manipur, Arunachal Pradesh & Sikkim.
13.	PATNA	Bihar
14.	RANCHI	Jharkhand.
WEST ZONE		
15.	MUMBAI	Maharashtra, Daman & Diu and Dadra & Nagar Haveli .
16.	NAGPUR	Chhattishgarh, Maharashtra (Vidharbha Region)
17.	AURANGABAD	Marathwada Region of Maharashtra State
18.	AHMEDABAD	Gujarat
19.	INDORE	Madhya Pradesh (Badwani, Dewas, Dhar, Indore, Jhabua, Khandwa, Burhanpur, Khargone, Mandsaur, Neemuch, Ratlam & Ujjain Districts)
20.	BHOPAL	Madhya Pradesh (Balaghat, Betul, Chhatarpur, Chindwada, Damoh, Datiya, Dindori, Jabalpur, Katni, Mandla, Morena, Narshingpur, Panna, Rewa, Sagar, Ratna, Seoni, Shahdol, Shajapur, Sidhi, Tikamgarh, Umaria, Bhopal, Sehore, Raisen, Rajgarh, Bhind, Vidisha, Gwalior, Sheopur, Houshangabad, Guna + Ashok Nagar & Shivpuri Districts)
21.	PANJI	Goa

18. Flight Allotment :

- a) The flights are likely to start from **27th September, 2011** and the flight allotment will be intimated to the Pilgrims 15 days in advance. Confirmation in respect of flight allotment will be sent by post to confirmed Pilgrims by Haj Committee of India, Mumbai through departure Intimation Cards. The same will be available on the website of Haj Committee of India: <http://www.hajcommittee.com>. In no case the flight dates of the Pilgrims shall be changed. Pilgrims are informed that they shall have to travel by the allotted flight as per schedule.
- b) The Haj Committee of India reserves the right to cancel or transfer the seats from one flight to another flight if situation so warrants. The date given in Departure Intimation Card is tentative and the seat shall be confirmed only on the basis of availability of seats in a particular flight after reporting of the Pilgrim in the Haj Camp Office at the Embarkation Point. Pilgrims are advised not to agitate in respect of flight date while reporting.
- c) The pilgrims and their relatives should co-operate with the officials of the State/Union Territory Haj Committee and Haj Committee of India and maintain a decent behavior. Manhandling of the officials on duty in Haj Camp Office by the Pilgrim or their relatives would attract suitable action from Haj Committee of India, which may amount to cancellation of Haj journey.
- d) The Airline companies are governed by relevant Laws/rules to provide food/snacks/transit accommodation and other facilities in case of flight delays/cancellations.

19. RETURN FLIGHTS :

Return journey dates from Jeddah / Madinah Munawwarah are allotted strictly in the order of Pilgrim's arrival at Jeddah / Madinah Munawwarah. Pilgrims are, therefore, advised to note their return dates mentioned on the return tickets and report at Jeddah / Madinah Munawwarah Airport (8) eight hours in advance of the departure time of their flight.

Date given on the return tickets are O.K. and final. The Pilgrims are, however, advised to confirm the same at Indian Haj Mission, Makkah Mukarramah or Indian Haj Mission, Madinah Munawwarah in their own interest. If the Pilgrims fail to reach Jeddah / Madinah Munawwarah airport in time and miss the specified flight, the Haj Committee of India shall not be responsible for their return journey and such Pilgrims shall not be entitled to any refund. Such Pilgrims shall have to make their own arrangements, at their own risk and cost for their return journey. All Pilgrims are, therefore, requested to reach Jeddah / Madinah Munawwarah airport on time to catch their return flights to avoid hardships.

Haj Committee of India makes arrangements for journey in their capacity as Charterers. The Haj Committee of India cannot, therefore, accept any liability for damage, loss, injury, accident, delay or any other irregularity, which may

The maximum limit of baggage for both inward/outward journey is **45 Kgs** Checked in Baggage + **10 Kgs** Hand Bag. The Pilgrims shall be allowed to carry one hard top suitcase of standard size, having total dimension of (length+Breadth+height) **(62")** and maximum weight of **25 Kgs.**, beside another suitcase having total dimension of **(44")** (length+Breadth+height) and maximum weight of **20 Kgs** and one handbag of standard size **(22" x 16" x 8")** having maximum weight of **10 Kgs.** which must be suitable for placing in the closed overhead rack or under passenger seat. One shall not carry baggage items other than the specified suitcase and handbag. Haj Committee of India will not be responsible for extra baggage. Non-compliance may lead to cancellation of Haj journey and forfeiture of the amount deposited at any stage of journey.

Note :- Pilgrims are requested to record their cover number, name, address, flight number & Embarkation point on baggage by bold marker pen for easy identification.

- ii) **Zam Zam Water:** It has been decided by the nodal agency that **Zam Zam upto 10 Liters** in suitably wrapped can will be brought by Individual Pilgrim himself. The system of automatic delivery at Disembarkation Point has been discontinued with effect from **Haj -1429 (H) 2008.**

21. RESTRICTED/BANNED ITEMS FOR HAJ JOURNEY :

- i) Carrying any inflammable articles viz. kerosene, petrol, stove etc. in any form is prohibited. In case a Pilgrim is found carrying any of these articles, he will be punished as per the law of the land.
- ii) The import of Khash-khash or Narcotics in any form into the Kingdom of Saudi Arabia is banned. All the Pilgrims are, therefore, advised in their own interest not to carry Khash-khash or any commodity resembling these drugs with them during their journey to Saudi Arabia.
- iii) The Pilgrims are advised not to carry their tickets / travel documents, extra cash, jewellery or other valuables while going to Mina. In Madinah Munawwarah, Markazia area, cooking is strictly prohibited. However, in other areas if facility exist, then this can be used. Cooking is strictly prohibited in Mina. Do not carry gas ring, gas cooker, gas cylinder and kerosene stove or any inflammable articles during the stay at Mina.
- iv) The Saudi Government has warned that the Pilgrims should not bring with them any political literature, photographs or pornographic material of any kind when they visit Saudi Arabia for performing Haj. The Saudi Government has further warned that those persons who violate these instructions shall be liable for severe punishment. Pilgrims are, therefore, advised to follow these instructions in letter and spirit.
- v) The Government of Saudi Arabia has banned carrying of foodstuff, cooked or uncooked. Haj Pilgrims are not permitted to carry oil, ghee, pickles, fish, sweetmeats, vegetables, fruit and similar articles etc., with them either in

their personal baggage or otherwise. The Customs Authorities at Jeddah or at the Indian Airport itself will confiscate such items and the Pilgrims will have to face hardship. The Pilgrims are, therefore, advised in their own interest not to carry the eatables with them while proceeding for Haj.

- vi) The Saudi Government does not permit Pilgrims to engage themselves in business activity. Therefore carrying of any goods / articles in large quantity for commercial purpose is prohibited. Any Pilgrim missing his / her flight on account of this restriction will be doing so on his / her own risk and the passage money of such Pilgrim will be forfeited.

22. CANCELLATIONS AND REFUNDS :

Cancellations only on the ground of death or serious ailment of the person concerned will be allowed. In case of Cancellation on any other ground, the following penalties will be imposed:

Sr.No.	Descriptions.	Penalty.
1.	Upto 15 th August 2011	Rs.500/-
2.	From 16 th August 2011 to 15 th September 2011	10% of Accommodation Rentals + Rs.500/-
3.	From 16 th September 2011 to till the date of scheduled allotted flight	20% of Accommodation Rentals + Rs.500/-
4.	Non-Reporter / No- Show Cases	Total Advance Foreign Exchange & Miscellaneous Dues
5	Missing flight after confirmation/ collection of travel documents	Rs.500/- + 50% of the Accommodation charges + one way Air Fare.

- i) These provisions will not however, apply in respect of the cases where cancellation is necessitated due to death / very serious ailment of the intending Pilgrims or an accident which seriously incapacitates the intending Pilgrim and renders him / her unfit for travel.
- ii) These provisions will not also apply to the accompanying family members of the Pilgrim, whose cancellation of journey is attributable to the death, ailment or the accident of the intending Pilgrim mentioned in proviso (i) above. The family members for purposes of application of the proviso (i) above shall comprise of spouse, father, mother, son, daughter and accompanying sister only.
- iii) The lady Pilgrims canceling their journey for Haj on account of their advanced stage of pregnancy shall be entitled to full refund of the payments made by them, except Rs.500/-.
- iv) Since charter tickets are non transferable, no refund is payable even if return journey portion remains unutilized by any reason.

- v) If the communication of cancellation is received after the departure of the allotted flight, they will be treated as Non-Reporters / No-show Cases and will be dealt with accordingly.
- vi) The Pilgrims whose flights are confirmed and do not report at the respective Embarkation Point / Airport at the scheduled flight time shall not be allowed to travel by any subsequent flight, except in rare circumstances but only after the payment of one-way air fare in Indian or in Saudi Currency with reference to outward or inward journey, as the case may be.
- vii) All Pilgrims are issued round-trip tickets against Outward / Inward specified dates. Definite seats on return flights on these dates are specified. NO CANCELLATION OR CHANGE OR TRANSFER WILL THEREFORE BE ALLOWED ON RETURN FLIGHTS. Charter tickets issued are non transferable.

23. LEGAL STATUS OF THE PILGRIM :

All the Intending Pilgrims are informed that Haj Committee of India, constituted under the Act of Parliament (No.35 of 2002) renders service to the Pilgrims without any consideration. The Haj Committee of India works on no profit no loss basis. It collects from Pilgrims the exact amount required for payment of various facilities and services to the concerned agencies. The Haj Committee of India renders its services to the Pilgrims free of charge. The Haj Committee of India, as such, does not come within the purview of Consumer Protection Act, 1986. The Pilgrims, therefore, cannot claim any compensation against Haj Committee of India under Consumer Protection Act.

24. JURISDICTION :

Haj Committee of India will not be responsible for any consequences that may occur because of postal delay, loss in transit, wrong delivery, etc. of the correspondence to and from Haj Committee of India.

The Courts of Greater Mumbai only shall exercise jurisdiction in all matters of dispute and Haj Committee of India shall not be answerable in any Court for any allegation which does not come in its purview

Place: Mumbai
Date : 27/02/2011.

Sd/-
Chief Executive Officer,
Haj Committee of India.

**CONTACT TELEPHONE NUMBERS OF VARIOUS SECTION /
DEPARTMENTS OF HAJ COMMITTEE OF INDIA
Mumbai code - 022**

ZONES	TELEPHONE NO.	STATES / UNION TERRITORIES
Zone - I	22641419	Delhi, Chandigarh, Haryana, Himachal Pradesh, Punjab, Rajasthan and Jammu & Kashmir.
Zone - II	22641420	Bihar, Jharkhand, Uttar Pradesh and Uttrakhand.
Zone - III	22641431	Andhra Pradesh, Madhya Pradesh, Chhattishgarh and Orissa.
Zone - IV	22641432	Andaman & Nicobar Island, Assam, Manipur, Tripura, and West Bengal.
Zone - V	22641475	Maharashtra, Gujarat, Daman & Diu, Goa, and Dadra & Nagar Haveli.
Zone - VI	22641476	Kerala, Karnataka, Tamil Nadu, Lakshadweep and Pondicherry.
Haj House section	22641401	Haj House Booking & Accommodation Section.

LIST OF THE EXECUTIVE OFFICER / SECRETARIES, STATE/UT HAJ COMMITTEES

Sr. No.	Name of the State/UT	Address	Tel No. / Fax No.
1.	Andaman & Nicobar Island.	The Sr. Investigator & The Secretary, A & N State Haj Committee, (A & N Island) Adult Education Cell, Shiksha Sadan (Link Road), P.B.No.148, H.P.O, Port Blair – 744 101, Andaman & Nicobar.	03192-233051/133358 Fax : 03192-30109 anshc@hajcommittee.com
2.	Andhra Pradesh	The Executive Officer, Andhra Pradesh State Haj Committee, A.P. Haj House, Razzak Manzil Public Garden's Road, Nampally, Hyderabad – 500 001, Andhra Pradesh.	Tel/ Fax : 040-23236310 040-23298793 apshc@hajcommittee.com
3.	Assam	The Executive Officer, Assam State Haj Committee, Secretariat Complex, (Backside Treasury Office Dispur) F – Block, Room No. 3, Post : Assam, Sachivalaya, Dispur, Guwahati – 781 006, Assam.	Telefax : 0361-2229296
4.	Bihar.	The Executive Officer, Bihar State Haj Committee, Haj House 34, Harding Road (Ali Imam Path), Patna – 800 001, Bihar.	0612-2203315 Telefax : 0612-2201665

Sr. No.	Name of the State/UT	Address	Tel No. / Fax No.
5.	Chandigarh	The Sub-Divisional Magistrate-Cum Co-ordinator State/UT Haj Committee U.T. Chandigarh, Room No. 23, 1 st Floor, EState/UT Office Building Sector-17. Chandigarh – 160 001	0172-2700053
6.	Chhattisgarh	The Executive Officer, Chhattisgarh State Haj Committee, Behind Rang Mandir, Chota Para, Raipur-492 001, Chhattisgarh	Telefax : 0771-4266646 Fax : 0771-2545006
7.	Dadra and Nagar Haveli	The Member Secretary / Resident Deputy Collector, Dadra & Nagar Haveli State Haj Committee, Collector Office, Silvassa – 396 230, Dadra and Nagar Haveli.	02638-2642106 Fax : 02638-42787
8.	Daman & Diu	The Deputy Collector and Executive Officer, Daman & Diu State Haj Committee, Administration of Daman & Diu, Office of the Collector, Daman – 396 220	0260-2254689 0260-2230698
9.	Delhi	The Executive Officer, Delhi State Haj Committee, Ha jManzil, Turkman Gate, Asaf Ali Road, New Delhi – 110 002.	011-23230507 Fax : 011- 23234041
10.	Goa.	The Secretary, Goa State Haj Committee & Under Secretary(Home) Government of Goa, Cabin No.118, 2 nd Floor, New Secretariat Complex, Porvorim – 403 521, Goa	0832-2425350 / 2222407 Fax : 2436729
11.	Gujarat.	The Secretary, Gujarat State Haj Committee, Block No. 8, 8 th Floor, Sachivalaya, Gandhinagar – 382 010. Gujarat.	079-23250987 Tele Fax : 079-23277182 Fax : 079-23254265
12.	Harayana	The Executive Officer, Harayana State Haj Committee & Joint Secretary to Government of Haryana, Home-II Department, Room No. 50-B, 6 th Floor, Harayana Civil Secretariat, Chandigarh – 160 001.Harayana.	0172-2740229 / 2740669 Fax : 0172- 740526
13.	Himachal Pradesh	The Deputy Secretary (Home) & Executive Officer, Himachal Pradesh State Haj Committee, Home "C" Department, 4 th Floor, Room No. 405, Arnsadale Building, Secretariat, Shimla – 171 002. Himachal Pradesh.	0177-2628486 Fax : 0177- 2621768

Sr. No.	Name of the State/UT	Address	Tel No. / Fax No.
14.	Jammu & Kashmir	The Executive Officer, Jammu & Kashmir State Haj Committee, J&K, Baitul Hujaj (Haj House), Bemina, Srinagar – 190 017, Jammu & Kashmir.	0194-2495367 Fax : 0194-2495365 0194-2491456
15.	Jharkhand.	The Executive Officer, Jharkhand State Haj Committee, Audrey House, Kankee Road, Ranchi – 834 004 Jharkhand.	0651-2283100 Fax : 0651- 2400890
16.	Karnataka.	The Executive Officer, Karnataka State Haj Committee, Sadath Haj House, No. 84 – A, Richmond Road, Richmond Town, Bangalore – 560 025. Karnataka.	080-22244434 Fax : 080-41130680 kshcbangalore@yahoo.co.in
17.	Kerala.	The District Collector & Executive Officer, Kerala State Haj Committee, Haj House, Calicut Airport, P.O. Mallapuram – 673 647 Kerala.	0483-2710717 Fax: 0483-2717572 klshc@hajcommittee.com
18.	Lakshadweep.	The Secretary to the Administrator, Union Territory of Lakshadweep, Lakshdweep State/UT Haj Committee. Indira Gandhi Road, Kavaratti Island, Kavaratti – 682 555, Lakshadweep.	04896-262324 / 262255 / 56 Fax : 04896-262140 admilac@laksha.lak.nic.in
19.	Madhya Pradesh	The Executive Officer, Madhya Pradesh State Haj Committee Behind Tajul Masjid, Sultania Road, Bhopal – 462 001. Madhya Pradesh	0755-2530139 Tel/ Fax : 0755-2538039
20.	Maharashtra.	The Executive Officer, Maharashtra State Haj Committee, Saboo Siddique Musafirkhana, Ground Floor, Room No.6 & 7 Lokmanya Tilak Marg, Mumbai – 400 001 Maharashtra.	022-22626786 Fax : 022-22678679 E-mail : mshc@vsnl.net
21.	Manipur.	The Executive Officer, Manipur State Haj Committee, Sadar Bazar, Jama Masjid Complex, Paona Bazar, Imphal - 795 001. Manipur.	Telefax: 0385-2445052
22.	Orissa.	The Executive Officer, Orissa State Haj Committee, Old Secretariat, Cuttack - 753 001. Orissa.	0671-2301185 Fax : 0671-2306038
23.	Pondicherry	The Secretary, Pondicherry State Haj Committee, 1st Floor, Salamath Manzil, No. 5, Yanam Venkatachalapillai Street, Pondicherry - 605 001.	0413-2227551 Fax : 0413-2222344

Sr. No.	Name of the State/UT	Address	Tel No. / Fax No.
24.	Punjab.	The Joint Secretary (Home), Govt. of Punjab & Executive Officer, Punjab State Haj Committee, Punjab Civil Secretariat, Chandigarh - 160 001. Punjab.	0172-740611 Ext : 4749 0172- 2748519 Fax : 0172-2740936
25.	Rajasthan.	The Deputy Secretary to the Government of Rajasthan & Executive Officer, Rajasthan State Haj Committee, Home (GR - III) Department (Government Secretariat), Jaipur - 302 005, Rajasthan.	0141-2227246 Telefax : 0141-2227016
26.	Tamil Nadu.	The Executive Officer, Tamil Nadu State Haj Committee, 3rd Floor, Rosy Tower, No. 13 (Old No.7), Mahathma Gandhi Road, (Nungambakkam High Road), Chennai - 600 034, Tamil Nadu.	SHC-044-28227617 044-28252519 Fax : 044-8276980 Tnhajj786@md5.vsnl.net.in
27.	Tripura.	The Secretary, Tripura State Haj Committee, Secretariat Complex, Agartala, Agartala - 799 001, Tripura.	0381-2324983 / 2325841 Fax : 0381-2323388
28.	Uttar Pradesh	The Secretary, Uttar Pradesh State Haj Committee, 10-A, Vidhan Bhawan Marg, Lucknow - 226 001, Uttar Pradesh	0522- 2622458 Tel/ Fax : 0522-2620980 shcuplko@rediffmail.com
29.	Uttarakhand.	The Executive Officer, Uttarakhand State Haj Committee 4 Cement Road, Karanpur, Dehradun - 248001, Uttarakhand.	Tel/ Fax : 0135-2714462
30.	West Bengal.	The Joint Secretary, Minorities Development & Welfare Department, Government of West Bengal & Executive Officer, West Bengal Haj Committee, Writers' Buildings (Main Block), Ground Floor, Kolkata - 700 001, West Bengal.	033-22141562 033-22144489 Fax : 033-22143310 E-mail : wbshc@vsnl.net

