GOVERNMENT OF PAKISTAN
AUDITOR-GENERAL OF PAKISTAN
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No.359-HRM-I/NOC/HAJJ-JEDDAH-0001 **Islamabad, the 20th August , 2026**

From

Israr Ul Haq
Director General (HRM)

To

1- Controller General of Accounts, CGA, Islamabad
2- Military Accountant General, MAG, Rawalpindi
3- Member (Finance), MOR, Islamabad
4- Deputy Auditor General (FAO), AGP, Islamabad
5- Deputy Auditor-General (SSA/RRA), AGP, Islamabad
6- Deputy Auditor General (A&C), AGP, Islamabad
7- Deputy Auditor General (DSA), AGP, Islamabad
8- Deputy Auditor-General (C&EA), AGP, Islamabad
9- Deputy Auditor General (QAIM), AGP, Islamabad
10- Rector (Pakistan Audit & Accounts Academy), PAAALhr, Lahore
11- Deputy Auditor General (North), DAGKPN, Peshawar Cantt
12- Dy. Auditor General (Central), DAGCentLhr, Lahore
13- Deputy Auditor General, DAGSOUTHKHI, Karachi.
14- Director General (Policy), AGP, Islamabad
15- Director General (B&A), AGP, Islamabad
16- Director General (IT), AGP, Islamabad
17- Director General, DGASSN, Islamabad
18- Director General (Audit Power), DGAPwrLhr, Lahore
19- Director General, DGAWPKHI, Karachi
20- Director General, DGAPunLhr, Lahore
21- Director General, AGPLHR, Lahore
22- Director General, DGALGsKhi, karachi
23- Director A&C, DGAIRSKhi, Karachi
24- Director General, DGACAESKci, Karachi
25- Director General, DGAGB, Gilgit
26- Director General Audit, dgafg, Islamabad
27- Director General Audit Work Fed, agpisb, Islamabad
28- Director General CC&E, DGACCEISB, Islamabad
29- Director General, DGADSN, RAWALPINDI
30- Director General, DGA(WR)Lhr, Lahore
31- Director General, DGANLHR, Lahore
32- Director General (DGAPNR), DGAPNR, Islamabad
33- Director General, DGAPTSLhr, Lahore
34- Director General, DGAIRCNlhr, Lahore
35- Director General, DGASindh, Karachi

Irum Gull
Assistant Audit Officer (IT)
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36- Director General, Dgadskhi, karachi
37- Director General Audit, DGALGPSW, Peshawar
38- Director, DGALCBal, Quetta
39- Director General, DGALGMTN, Multan
40- Director General Audit, DGAKPPsh, Peshawar
41- Director General, dgaraillhr, Lahore
42- Director General, DGCCAENIsb, Islamabad
43- DG Audit (Foreign & International), dgafiisb, Islamabad

SUBJECT: <u>INVITATION OF APPLICATIONS FOR SELECTION OF THE POST OF DIRECTOR GENERAL HAJJ (BS-20/21) AT DIRECTORATE GENERAL OF HAJJ, JEDDAH, SAUDI ARABIA</u>

Ministry of Religious Affairs and Inter-Faith Harmony, Islamabad has invited applications for the post of DG Hajj vide letter, dated 18.08.2026.

2. Interested officers of BS-20/21 may please send advance copy of their application (without documents) to ministry concerned before the **last date of 02.09.2026**. However, copy of same application may please be endorsed to the undersigned **latest by 31.08.2026 (Monday)** alongwith following documents for forwarding of nomination to quarter concerned alongwith complete information:

i. Last month salary slip
ii. CV
iii. Prescribed proforma

3**.(Instructions for Director Admn and Director Legal)** After the due date of 31.08.2026, names of the applicants will be provided to you for provision of following Information **latest by 11.09.2026 (Friday)**

Irum Gull
Assistant Audit Officer (IT)
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INFORMATION REQUIRED	PERTAINS TO
Officer is regular officer in BS-20/21	Admn Wing
Officer is below the age of 56 years as on 02.09.2026	Admn Wing
Officer was not posted abroad in the last 3 years	Admn Wing
Officer was not posted abroad more than once	Admn Wing
Officer has an overall good record of service particularly during last five years	Admn Wing
Officer is not in promotion zone in next 2 years	
Officer is not retiring in next 4 years	Admn Wing
Certificate regarding No disciplinary/criminal proceeding is pending against the officer	Legal Wing
Certificate that no plea-bargain with NAB and No Criminal Record	Legal/Admn Wing
Certificate that the officer will be relieved if selected	Admn Wing
Service Statement	Admn Wing

PER Grading Last 5 Years	Admn Wing

(**Instructions for AAO-IT: Please upload along with ministry's letter and proforma on DAGP website**)



Israr Ul Haq
Director General (HRM)
Ph:051-9215955

Copy for information to:-

1- Director (Admn), AGP, Islamabad
2- Director (Legal), AGP, Islamabad
3- Assistant Audit Officer (IT), AGP, Islamabad

Irum Gull
Assistant Audit Officer (IT)
21 August , 2026, 10:45:59 AM



Israr Ul Haq
Director General (HRM)
Ph:051-9215955

Immediate

GOVERNMENT OF PAKISTAN
MINISTRY OF RELIGIOUS AFFAIRS AND INTER-FAITH HARMONY
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No.9(4)2013-FA -P-005-0001 **Islamabad, the 18th August , 2026**

From

Tariq Muhammad Khan
DS (Admn-I)

To

1- Secretary Establishment Division, ESTAB, Islamabad
2- Cabinet Secretary, CAB, Islamabad
3- Secretary Climate Change, MOCC, Islamabad
4- Secretary LAW & Justice, MOLJ, Islamabad
5- Federal Secretary (MoCommunication), MOCM, Islamabad
6- Foreign Secretary, MOFA, Islamabad
7- Secretary, MONFSR, Islamabad
8- Secretary Housing, MOHW, Islamabad
9- Secretary MoIBC, MOIBC, Islamabad
10- Federal Secretary of MoNHS, MONHS, Islamabad
11- Secretary Privatisation Division, PRIDIV, Islamabad
12- Secretary Finance, MOF, Islamabad
13- Secretary, MOC, Islamabad
14- Secretary (DP), MODP, Rawalpindi
15- Secretary, MOD, Rawalpindi
16- Secretary IPC, MOIPC, Islamabad
17- Secretary, MOPNR, Islamabad
18- Secretary, MOEPWD, Islamabad
19- Secretary (EAD), EAD, Islamabad
20- Secretary Interior, MOINC, Islamabad
21- Secretary (Education), MOFEPT, Islamabad
22- Secretary(MoPHRD), MOPHRD, Islamabad
23- Secretary, PA&SS Division, PASS, Islamabad
24- Secretary Industries & Production, MOIP, Islamabad
25- Secretary Science and Technology, MOST, Islamabad
26- Secretary, MOWR, Islamabad.
27- Secretary (Railways), MOR, Islamabad
28- Secretary Maritime Affairs, MOMA, Islamabad
29- Secretary Ministry of Parliamentary Affairs, MOPA, Islamabad
30- Secretary Kashmir Affair,Gilgit Baltistan & SAFRON, kagbsafron, Islamabad
31- Secretary IT, MoIT, Islamabad
32- Secretary, MOHR, Islamabad
33- Secretary Planning, PC, Islamabad

Nur Gull
Assistant Audit Officer (IT)
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34- Chief Secretary, , Chief Secretary Punjab Lahore
35- Chief Secretary, Government of Sindh,
36- Chief Secretary, Khyber Pakhtunkhwa,
37- , Chief Secretary Balochistan,
38- Chief Secretary, Government of Balochistan, Quetta
39- , Chief Secretary Azad Jammu and Kashmir,
40- Chief Secretary (GB), CSGB, Barmas Gilgit
41- Additional Auditor General (HQs), AGP, Islamabad
42- Controller General of Accounts, CGA, Islamabad

SUBJECT: <u>NOMINATION FOR SELECTION OF THE POST OF DIRECTOR GENERAL HAJJ (BS-20/21) AT DIRECTORATE GENERAL OF HAJJ, JEDDAH, SAUDI ARABIA</u>

The post of Director General (BS-20/21), Jeddah in the Directorate General of Hajj, Jeddah, Saudi Arabia is required to be filled in by a suitable officer through a process of selection as per prescribed policy. **Job Description** of the post is as under:

i. To organize and formulate a proper plan of action for Hajj.

ii. To organize welfare arrangements for pilgrims and to assist the Government in the formulation of Hajj Policy in consistent with the Saudi requirements with the aim of maximizing welfare arrangements.

iii. To organize and direct movements of Hujjaj and logistical support for their movement.

iv. To maintain liaison with the Saudi Hajj authorities for providing proper feedback to the Government of Pakistan in Hajj affairs and to assist the Pakistani pilgrims in solving their problems.

v. To make arrangements for Umrah in accordance with the policy of the Government.

vi. All administrative matters pertaining to the Directorate General (Hajj), in the light of service rules, charter of duties and delegation of powers.

vii. All financial matters and proper financial management of the Directorate in the light of General Financial Rules (GFR) and Financial Management for Missions Abroad (FMMA).

viii. To make sure that all the accounts of the Directorate General are properly maintained, reconciled in time and Principles of Accounting and Policies and Procedures of Accounting are followed.

2. **<u>Eligibility criteria (Qualifications and experience etc.) are as under</u>**:

(i). Regular officer of the Federal / Provincial Government in BS-20**/**21 (not on acting charge or current charge basis).

Irum Gul
Assistant Audit Officer (IT)
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(ii). The officer must be in the same grade as the post is to be filled-in.

(iii). The officer in higher or lower grades will not be considered.

(iv). The officer should have capability to carry out all above functions as mentioned at para-1 above.

(v). The officer must be at least graduate and below 56 years of age on the closing date of applications.

(vi). The officer who has not been posted abroad more than once.

(vii). The officer who has not been posted abroad in the last three years.

(viii) The officer has an overall good record of service particularly during the last five years of the service.

(ix) The Officer must have experience of multitasking and interacting and working as team with multiple Government departments like municipal authorities, Police, district administration etc.

(x) The officer must have Managerial and Administrative experience and skills.

xi) The officer has served in responsible positions related to development and procurement in field or Secretariat.

(xii) Basic Knowledge of Saudi Laws/Rules/Regulations/Taleemat regarding Hajj & Umrah.

(xiii) Knowledge of Service Provider Agreement (SPA) for Hajj-2026/27 (1447-48AH) between MoRA&IH and Munazzam/DHC and Hajj Policy-2026/27.

(xiv) Knowledge of Manasik-e- Hajj (Hajj Rituals)

(xv) Financial Regulations (General Financial Rules and Financial Management at Missions Abroad.)

(xvi) The officer must possess IT Skills, especially in MS Office

(xvii) The officer must have excellent interpersonal skills.

3. **<u>The following officers would be ineligible:</u>**

i. Officer in promotion zone within next 2 years.

ii. Officer likely to retire during the next 4 years.

iii. The officer posted abroad more than once.

iv. Officer, who has been posted abroad in the last 3 years.

Arum Gul
Assistant Audit Officer (IT)
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4. The Ministries / Divisions / Departments are required to forward nomination of suitable candidates fulfilling the requisite criteria along-with following documents:

i. Copy of CNIC.

ii. Salary Slip of last month.

iii. Bio-data-cum-CV with 02 photographs (blue background).

iv. Service Statement (to be provided by service regulator/parent department).

v. PERs grading for the last five years (to be provided by service regulator/parent department).

5. All eligible officers applying for the said post are required to fill-in the prescribed proforma attached with the circular **(Annex-A)** ; and

6. In addition to the above documents, following certificates duly signed by regulator/parent department are required.

A. <u>Mandatory certificates required for determination of eligibility for the written test:</u>

a) The officer is in BS-20/21 on regular basis.

b) The officer is not in Promotion zone in next 2 years.

c) The officer is not retiring in next 4 years.

d) The officer is not posted abroad more than once.

e) The officer has not been posted abroad in last 3 years

B. <u>Other certificates required from the parent department:</u>

a) No Disciplinary / Criminal Proceeding is pending against the officer.

b) No Plea-bargain with NAB and No Criminal Record.

c) The officer will be relieved if selected (by service regulator /parent department).

d) The officer will be relieved if selected (by the department where he is presently posted).

7. Closing date for receipt of applications is **<u>2nd September, 2026.</u>** Incomplete applications and those received after the closing date will not be entertained.

8. Only short listed officers after written test will be called for interview. No TA/DA will be given for test / interview.

<u>Note:</u>

Irum Gul
Assistant Audit Officer (IT)
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i) Incomplete nominations will not be entertained.

ii) Nominations will not be entertained after due date.

iii) Nominations shall be entertained through proper channel. However, advance copies may be sent, subject to the condition that the original nomination, complete in all respects along with the requisite certificates, is received through proper channel within fifteen (15) days after the due date.

iv) Applications without prescribed proforma will not be entertained; proforma should be filled-in in all respects.

v) The Ministry of Religious Affairs and Interfaith Harmony reserves the right to cancel/withdraw or hold the selection process at any stage without assigning any reason.

Tariq Muhammad Khan
DS (Admn-I)

Irum Gull
Assistant Audit Officer (IT)
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Copy for information to:-

1- Secretary Religious Affairs, MORA, Islamabad
2- Additional Secretary, MORA, Islamabad
3- JS (A/F), MORA, Islamabad
4- JS (Hajj), MORA, Islamabad
5- AD (IT Cell), MORA, Islamabad
6- AD (Media), MORA, Islamabad

Tariq Muhammad Khan
DS (Admn-I)

PRESCRIBED PROFORMA

Photograph

Name of the officer _____

Father/Husband name _____

CNIC NO. _____

Date of Birth: _____

Designation: _____

BPS (on regular basis) _____

Name of the Service /Group _____

Presently Working in: _____

Parent Department: _____

Qualification: _____

Mobile No: _____Office: _____Res: _____

Whatsapp No: _____

Email Address: _____

Postal Address (Office): _____

Postal Address (Residence):_____

Service History				
Sr. No	**Department**	**Designation**	**Period**	
			From	**To**

***a separate sheet may be used to complete Service History**

Applicant Signature

_____