

File No. HCOI08-006900158/1/2024-HCOI  
HAJ COMMITTEE OF INDIA  
Ministry of Minority Affairs  
Government of India

Bait-ul-Hujjaj (Haj House)  
7-A, M.R.A. Marg, (Palton Road)  
Mumbai - 400 001  
Date: 17<sup>th</sup> February, 2025

HAJ – 2025

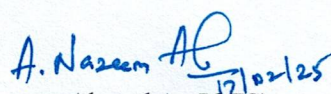
32

**CIRCULAR**

**Subject: Orientation/Training of Trainers Programme for Haj 2025 - reg.**

In continuation of this office Circular No. 15/Haj-2025 dated 3<sup>rd</sup> December, 2024, it has been decided to conduct a two-day **Orientation/Training of Trainers Programme on 24<sup>th</sup> & 25<sup>th</sup> February, 2025 at Ground Floor Hall, Haj House (Bait-ul-Hujjaj), 7-A, M.R.A. Marg, Mumbai – 400 001.**

2. All trainers selected through the CBT and Interview (list available at Haj Committee of India website: <https://www.hajcommittee.gov.in>) are required to report by 07:30 AM on 24<sup>th</sup> February, 2025 and attend all training sessions, failing which they will not be considered for the award of certificate by the Haj Committee of India.
3. TA (equivalent to AC 3-tier train fare) and honorarium @₹1000 (for two days) shall be paid to all trainers through RTGS in their bank account on submission of TA/Honorarium Form along with the copy of to & fro journey tickets. Duly filled-up TA/Honorarium Form (available at Annexure-IV of Circular No. 15/Haj-2025 dated 3<sup>rd</sup> December, 2024) should be submitted to the Haj Committee of India at the time of training.
4. The training sessions shall conclude at 06:30 PM on 25<sup>th</sup> February, 2024. The trainers are advised to plan their return journey accordingly.
5. After the Training of Trainers, the State/UT Haj Committees should conduct district/Taluka-wise training sessions for Haj pilgrims through these trainers.

  
(Nazeem Ahmed A., IOFS)  
Chief Executive Officer

To:

1. The Joint Secretary (Haj), Ministry of Minority Affairs, Government of India, New Delhi.
2. The Consul General, Consulate General of India, Jeddah, Kingdom of Saudi Arabia.
3. The Deputy Secretary (Haj), Ministry of Minority Affairs, Government of India, New Delhi.
4. Deputy CEOs (Operations/Accounts), Haj Committee of India
5. The Executive Officer/Secretary, All SHCs for information and necessary action.
6. PS / Secretariat Section, Haj Committee of India, Mumbai.
7. All Superintendents, Haj Committee of India, Mumbai.
8. In-Charge, Computer Section, Haj Committee of India, for uploading on the website of HCOI
9. All Trainers for Haj 2025