



MAHARASHTRA STATE HAJ COMMITTEE

महाराष्ट्र राज्य हज समिती

[Constituted under the Haj Act, 2002 (Act of Parliament No. 35 of 2002)]

Ref. No. :- राहनि२०२५/प्र.क्र.२५/मराहस/ ६६२

Date : १५/१०/२०२५

प्रति,
सचिव,
अल्पसंख्यांक विकास विभाग,
मंत्रालय, मुंबई.

विषय: हज -२०२६ हंगामाकरिता राज्य हज निरीक्षक यांची निवड करणेबाबत

संदर्भ: १) केंद्रीय हज समितीचे परिपत्रक क्र. १३ फाईल क्र. एचसीओआय२८-००६५००३४९/
३/२०२४-एचसीओआय दि. १३/१०/२०२५

२) महाराष्ट्र राज्य हज समितीचे परिपत्रक क्र. राहनि२०२५/प्र.क्र.२५/मराहस/६६० दि.
१४/१०/२०२५

महोदय,

हज-२०२६ हंगामामध्ये राज्य शासनातर्फे सौदी अरेबिया येथे पाठवावयाच्या राज्य हज निरीक्षकांची निवड करण्याची प्रक्रीया केंद्रीय हज समितीच्या संदर्भाधीन परीपत्रकान्वये विहीत करण्यात आली आहे (प्रत संलग्न). महाराष्ट्रातून शासकीय/सार्वजनिक उपक्रम (PSUs)/वैधानिक मंडळातील वर्ग १ व त्यावरील अधिकारी वगळून अन्य महिला व पुरुष अधिकारी व कर्मचारी यांचेमधून अंदाजे १२० राज्य हज निरीक्षकांची निवड करण्यात येणार आहे.

यास्तव, राज्य शासनाच्या सर्व विभागांतर्गत कार्यरत पात्र व इच्छुक मुस्लिम महिला व पुरुष उमेदवारांचे अर्ज मागविण्यात येत आहेत. सदर अर्ज केंद्रीय हज समितीच्या www.hajcommittee.gov.in या संकेतस्थळावर दि. १५/१०/२०२४ ते दि. ०३/११/२०२५ या कालावधीत ऑनलाईन पध्दतीने उपलब्ध आहेत. उमेदवारांनी ऑनलाईन पध्दतीने पूर्ण भरलेल्या अर्जाची प्रत कार्यालय प्रमुखांचे नाहरकत प्रमाणपत्र व इतर आवश्यक कागदपत्रांसह महाराष्ट्र राज्य हज समितीच्या कार्यालयात दिनांक ०७/११/२०२५ रोजी सायंकाळी ५.०० वाजेपर्यंत प्राप्त होईल अशा बेताने पाठविणे आवश्यक आहे.

राज्य हज निरीक्षक म्हणून निवडीसाठी खालील अटी व शर्ती विहीत करण्यात आल्या आहेत-

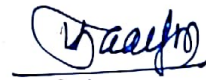
- १) वर्ग १ व त्यावरील अधिकारी राज्य हज निरीक्षक म्हणून निवडीसाठी पात्र नाहीत.
- २) उमेदवाराकडे मान्यताप्राप्त संस्थेची पदवी असणे आवश्यक आहे.
- ३) उमेदवाराचे वय दि. १३/१०/२०२५ या दिनांकास ५० वर्षांपेक्षा कमी असणे आवश्यक आहे.
- ४) उमेदवाराकडे दि. ३१/१२/२०२६ पर्यंत वैधता असलेले पारपत्र असणे आवश्यक आहे.
- ५) मागील पाच वर्षांमध्ये हज निरीक्षक/खादीमुल हुज्जाज म्हणून लक्षणीय कामगिरी केलेल्या उमेदवारांसाठी २५ टक्के जागा आरक्षित असतील.
- ६) यापूर्वी विशेषतः मागील पाच वर्षांमध्ये कधीही हज यात्रा केलेल्या उमेदवारांसाठी २० टक्के जागा आरक्षित असतील.
- ७) महाराष्ट्र राज्य हज समिती व महाराष्ट्र राज्य वक्फ मंडळ यांच्या स्थायी कर्मचा-यांसाठी ५ टक्के जागा आरक्षित असतील.
- ८) इतर सर्व शासकीय कर्मचारी यांचेसाठी उर्वरीत ५० टक्के जागा उपलब्ध असतील.
- ९) निवड झालेल्या अधिकारी/कर्मचा-यांना केंद्रीय हज समितीकडून आयोजित करण्यात येणा-या प्रशिक्षणास उपस्थित राहणे अनिवार्य असेल.

- १०) उमेदवारास इंग्रजी, ऊर्दू, हिंदी आणि /किंवा मराठी भाषेचे ज्ञान असणे आवश्यक आहे. अरबी भाषेचे ज्ञान असणाऱ्या उमेदवारांना प्राधान्य देण्यात येईल.
- ११) उमेदवार शारीरीक व मानसिकदृष्ट्या सक्षम असणे तसेच त्यास हज सुविधा अपची माहिती असणे आवश्यक आहे.
- १२) उमेदवारास हज विधीचे व हज प्रवासाचे पर्याप्त ज्ञान असावे. तसेच त्यांना सार्वजनिक कार्यक्रम व्यवस्थापनाचे अनुभव असावा.
- १३) यापूर्वी तीन किंवा त्यापेक्षा जास्त वेळा खादिमुल हुज्जाज किंवा हज निरीक्षक म्हणून प्रतिनियुक्तीवर पाठविण्यात आले होते अशा उमेदवारांचा निवडीसाठी विचार करण्यात येणार नाही.
- १४) ज्या उमेदवारांविरुद्ध पूर्वीच्या हज प्रतिनियुक्ती दरम्यान सी. जी. आय. जेद्दा यांचेकडून तक्रार प्राप्त झाली असेल अशा उमेदवारांचा निवडीसाठी विचार करण्यात येणार नाही.
- १५) राज्य हज निरीक्षक म्हणून निवड होण्याकरिता कोणताही राजकीय दबाव आणण्यात येऊ नये. तसे आढळून आल्यास त्या उमेदवाराची निवड प्रक्रिया थांबविण्यात येईल.
- १६) उमेदवाराची निवड प्रक्रिया राबविताना त्यांचे शिक्षण व संगणकीय ज्ञानाचा विचार करून प्राधान्य देण्यात येईल.
- १७) उमेदवाराने त्यांच्या कार्यालय प्रमुखाचे ना हरकत प्रमाणपत्र व इतर मूळ आवश्यक कागदपत्रे अर्जासोबत जोडणे आवश्यक आहे.
- १८) विहित मुदतीनंतर प्राप्त होणारे, ऑनलाईन नसलेले, अपूर्ण तसेच योग्य मार्गाने सादर न करण्यात आलेले व संबंधित कार्यालयाच्या ना हरकत प्रमाण पत्राशिवाय प्राप्त होणाऱ्या अर्जांचा विचार केला जाणार नाही.

निवड झालेल्या उमेदवारांना दि. १३/०४/२०२६ ते ०५/०७/२०२६ या कालावधीमध्ये साधारणपणे दोन महिन्यांच्या कालावधीसाठी सौदी अरेबिया येथे प्रतिनियुक्तीने पाठविण्यात येणार असून उमेदवार या कालावधीतील त्यांचे वेतन हे त्यांच्या मूळ विभागातूनच आहरीत करतील.

तरी कृपया, संदर्भाधीन परीपत्रके तसेच उपरोक्त अटी, शर्ती पात्र व ईच्छुक उमेदवारांच्या निदर्शनास आणून देण्याबाबत सर्व शासकीय विभागांना कळविण्यात यावे ही विनंती. तसेच, सदर परीपत्रके अल्पसंख्याक विकास विभागाच्या संकेतस्थळावरही अपलोड करण्यासाठी आवश्यक कार्यवाही करण्यात यावी, ही विनंती.

आपला,



(किरणकुमार वाहल)

कार्यकारी अधिकारी

महाराष्ट्र राज्य हज समिती, मुंबई

सहपत्र: वरीलप्रमाणे.

प्रत, सहपत्रासह आवश्यक त्या कार्यवाहीस्तव:

- १) सर्व अपर मुख्य सचिव/ प्रधान सचिव /सचिव, मंत्रालय, मुंबई
- २) पोलिस महासंचालक, महाराष्ट्र शासन, पोलीस मुख्यालय, मुंबई
- ३) सर्व जिल्हाधिकारी / सर्व मुख्य कार्यकारी अधिकारी, जिल्हा परिषद
- ४) आयुक्त, अल्पसंख्याक आयुक्तालय, मुंबई.
- ५) उप सचिव, अल्पसंख्याक विकास विभाग, मंत्रालय, मुंबई.
- ६) मुख्य कार्यकारी अधिकारी, महाराष्ट्र राज्य वक्फ मंडळ, पनचक्की, छत्रपती संभाजीनगर.
- ७) कार्यालय संग्रहार्थ.



MAHARASHTRA STATE HAJ COMMITTEE

महाराष्ट्र राज्य हज समिती

[Constituted under the Haj Act, 2002 (Act of Parliament No. 35 of 2002)]

Ref. No. :-

हज - २०२६ हंगामामध्ये राज्य हज
निरीक्षकांची निवड करण्याबाबत.

महाराष्ट्र राज्य हज समिती
परिपत्रक क्र. राहनि२०२५/प्र.क्र.२५/मराहस/६६०
दि. १४/१०/२०२५

१. हज-२०२६ हंगामामध्ये राज्य शासनातर्फे सौदी अरेबिया येथे पाठवावयाच्या राज्य हज निरीक्षकांची निवड करण्याची प्रक्रीया केंद्रीय हज समितीचे परिपत्रक क्र. १३ फाईल क्र. एचसीओआय२८-००६५००३४९/३/२०२४-एचसीओआय दि. १३/१०/२०२५ अन्वये विहित करण्यात आली आहे (प्रत संलग्न). महाराष्ट्रातून शासकीय/सार्वजनिक उपक्रम (PSUs)/वैधानिक मंडळातील वर्ग १ व त्यावरील अधिकारी वगळून अन्य महिला व पुरुष अधिकारी व कर्मचारी यांचेमधून अंदाजे १२० राज्य हज निरीक्षकांची निवड करण्यात येणार आहे.
२. यास्तव, राज्य शासनाच्या सर्व विभागांतर्गत कार्यरत पात्र व इच्छुक मुस्लिम महिला व पुरुष उमेदवारांचे अर्ज मागविण्यात येत आहेत. सदर अर्ज केंद्रीय हज समितीच्या www.hajcommittee.gov.in या संकेतस्थळावर दि. १५/१०/२०२४ ते दि. ०३/११/२०२५ या कालावधीत ऑनलाईन पद्धतीने उपलब्ध आहेत. उमेदवारांनी ऑनलाईन पद्धतीने पूर्ण भरलेल्या अर्जांची प्रत कार्यालय प्रमुखांचे नाहरकत प्रमाणपत्र व इतरआवश्यक कागदपत्रांसह महाराष्ट्र राज्य हज समितीच्या कार्यालयात दि. ०७/११/२०२५ रोजी सायंकाळी ५.०० वाजेपर्यंत प्राप्त होईल अशा प्रकारे सादर करणे आवश्यक आहे.
३. राज्य हज निरीक्षक म्हणून निवडीसाठी केंद्रीय हज समितीने त्यांच्या परिपत्रकात विहित केलेल्या अटींची पूर्तता करणा-या अर्जांचाच विचार करण्यात येईल. विहित मुदतीनंतर प्राप्त होणारे, ऑनलाईन नसलेले, अपूर्ण तसेच योग्य मार्गाने सादर न करण्यात आलेले व संबंधित कार्यालयाच्या नाहरकत प्रमाणपत्राशिवाय प्राप्त होणा-या अर्जांचा विचार केला जाणार नाही.


14.10.25

(खदिजा फा. नाईकवाडे)
कक्ष अधिकारी,
महाराष्ट्र राज्य हज समिती

प्रति,

- १) सर्व अतिरीक्त मुख्य सचिव / प्रधान सचिव / सचिव, मंत्रालय, मुंबई.
- २) सर्व जिल्हाधिकारी.

HAJ COMMITTEE OF INDIA

Ministry of Minority Affairs

Government of India

Section: SHI

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

Date: 13-10-2025

Haj – 2026

13

CIRCULAR

Subject: Selection of State Haj Inspectors (SHIs) for Haj-2026 G (1447 H)

State Haj Inspectors (SHIs) play a vital role in assisting Haj pilgrims during their pilgrimage. Deputed from States and Union Territories, they support the Consulate General of India, Jeddah (CGI) in ensuring effective welfare services for pilgrims.

2. The Haj Committee of India (HCOI) hereby invites online applications from eligible male and female permanent government employees for short-term deputation as State Haj Inspectors (SHIs) for Haj-2026 G (1447 H) in the Kingdom of Saudi Arabia (KSA).

3. The deputation period will be approximately two months, between 13.04.2026 and 05.07.2026. It shall be treated as duty, and necessary entries shall be made in the service records by the parent departments. During this period, SHIs will continue to draw their salaries and allowances from their parent departments.

4. SHIs shall travel with the pilgrims assigned to them from their respective embarkation points to KSA and back. They will be provided travel arrangements from embarkation point and back, accommodation in Makkah and Madinah, essential transport services within KSA as provided to pilgrims, and a fixed allowance of SAR 3100 only. 50% of the expenditure on SHIs including fixed allowance shall be borne by the HCOI and the remaining by the respective State/UT Haj Committees.

5. Selection of SHIs will be carried out through a structured process involving Computer-based Test (CBT), Interview/Personality Test, and Medical Fitness Test. The eligibility criteria, selection process, tentative timeline, and roles and responsibilities are as follows:

6. **Eligibility Criteria:** Applicants must meet the following conditions to be considered for selection as SHI for Haj-2026:

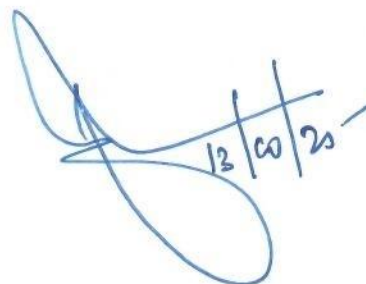
- i. Only Muslim candidates are eligible to apply.
- ii. Must be a **permanent employee** of the Central/State Governments, Paramilitary Forces, Autonomous Bodies, or Public Sector Undertakings (PSUs) of the Central/State Governments. *Group "A" / Class-I officers of the Central or State Governments (or equivalent) are not eligible.*
- iii. Must hold a **Graduate degree** from a recognized institution.
- iv. **Age must be below 50 years** as on the date of opening of the online application.

13/10/25

- v. Must possess a valid Indian International Passport, with validity at least up to 31st December 2026.
- vi. Must have proficiency in English, Urdu, Hindi, and/or local language. Preference shall be given to candidates knowing Arabic language also.
- vii. Must be physically and mentally fit, computer literate, and conversant with the Haj Suvidha App.
- viii. Must have adequate knowledge of Haj rituals and logistics and the ability to effectively address and guide large gatherings.
- ix. Should **not have served as SHI / Khadim-ul-Hujjaj more than three times** in their career.
- x. Candidates against whom adverse comments have been received from CGI, Jeddah during their past deployment on Haj duty as KuH/SHI or deputationist in KSA will not be eligible.

7. **Selection Process**

- i. A tentative total of **805** candidates shall be selected in the ratio of 01 SHI for every 150 pilgrims. The State/UT-wise tentative allocation of SHIs to be selected is placed at **Annexure-I**.
- ii. 25% of the seats shall be reserved for SHIs / Haj deputationists who have demonstrated exemplary performance during the past five years.
- iii. 20% of the seats shall be reserved for candidates who have performed Haj in the recent past, preferably within the last five years.
- iv. 5% of the seats shall be reserved for employees of State/UT Haj Committees and Waqf Boards.
- v. 50% of the seats shall be open to all eligible candidates.
- vi. Interested candidates should check their eligibility and apply online on the HCoI website <https://hajcommittee.gov.in> and upload the requisite documents. No offline application will be accepted.
- vii. Candidates must upload a **No Objection Certificate (NOC)** from the employer (as per the format available at **Annexure-II**). In case NOC is not issued at the time of application, candidates must upload an Undertaking (format at **Annexure-III**) to submit it at the time of interview.
- viii. Selection will be made on merit, to be determined from the combined score of the CBT (150 marks, format and syllabus at **Annexure-IV**), and the Interview/Personality Test (50 marks, parameters at **Annexure-V**). However, candidates must secure a minimum of 50% marks separately in both CBT and Interview to qualify. Besides, all CBT-qualified candidates will be required to undergo and qualify the Medical Fitness Test (proforma at **Annexure-VI**).
- ix. The waitlisted candidates shall be selected in case any of the recommended candidates are unable to proceed as SHI.
- x. SHIs who are found neglecting their assigned duties shall be liable to be deported summarily. Accordingly, their replacement shall be selected from the waitlist.



8. Timeline

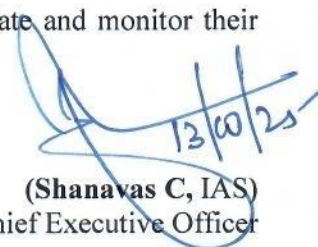
Particulars	Date / Duration
Opening Date for Online Application	15th October, 2025
Last Date for Online Application	03rd November, 2025
Computer Based Test (CBT) by HCoI/SHCs	16th November, 2025
Interview of Qualified Candidates	4th week of November, 2025
Medical Fitness Test	4th week of November, 2025
Two-day Training in Mumbai	2nd week of December, 2025
Duration of Deputation to KSA	Approximately two months between 13.04.2026 and 05.07.2026

9. Duties, Responsibilities & Code of Conduct for SHIs

- Attendance at the training programme organized by HCoI is **compulsory**; failure will result in cancellation of selection.
- Applicants must be fully vaccinated as per the Health Guidelines issued by the Kingdom of Saudi Arabia (KSA) for Haj-2026.
- SHIs shall travel with pilgrims from their respective State/UT in both outbound and inbound flights; separate travel is not permitted.
- No family member is permitted to accompany an SHI on the pilgrimage.
- On arrival in KSA, SHIs must report to the SHI Cell in IHPO (Makkah/Madinah), follow CGI instructions, and report daily to the IHPO.
- SHIs must have no connection with any Saudi Tawafa Establishment (Mu'allim).
- SHIs must assist and guide pilgrims throughout their journey and stay in KSA, update their knowledge on Haj logistics, and remain accessible at embarkation points.
- SHIs must maintain continuous contact with assigned pilgrims, recording details in their Register and Haj Suvidha App.
- SHIs must perform their duties with full commitment. Those found underperforming, abandoning pilgrims, switching off mobile, or against whom adverse feedback is received shall be immediately recalled, repatriated, blacklisted from future Haj duties, and reported to their parent departments for *disciplinary action*.
- In case of issues with Mu'allims, SHIs must intervene tactfully. If unresolved, a written complaint with full pilgrim details should be escalated to CGI, either physically or via Haj Suvidha App.
- In dealing with Moallims, SHI has to be cautious about using harsh words or speaking unparliamentary language or mounting pressure as it might result in difficulties to the pilgrims as a whole.
- Before returning to India, each SHI must submit a report along with the pilgrim Register to CGI, detailing difficulties faced and services rendered.

10. **Role & Responsibilities of State/UT Haj Committees**

- i. Scrutinize candidate applications, assess eligibility as per prescribed criteria, and prepare a verification report for each applicant in the format at **Annexure-VII**. Upload the reports on the HCoI portal and submit consolidated lists of eligible and ineligible candidates, along with individual reports, within the timeline specified by HCoI.
- ii. Extend necessary support, as and when required, to HCoI for the conduct of selection process and CBT.
- iii. Conduct interviews of candidates qualified through CBT, in consultation with HCoI and as per the provisions of **Annexure-V**, and submit the scores to HCoI within the stipulated timeline. In case any SHC fails to complete this process within the prescribed timeline, HCoI may finalize the selection of SHIs on the basis of CBT scores alone.
- iv. SHCs shall provide each SHI with a regional language translation of duties/responsibilities for study and guidance.
- v. Ensure constant communication with SHIs of respective State and monitor their performance.


(Shanavas C, IAS)
Chief Executive Officer

Encl.: Annexures I to VII.

Copy to:

1. All Principal Secretaries / Secretaries, Departments of Minority Affairs / Home Affairs of all States / Union Territories
2. Chairman / Secretary, Railway Board, New Delhi
3. The Joint Secretary (Haj), Ministry of Minority Affairs, Government of India, New Delhi
4. The Director (Haj), Ministry of Minority Affairs, Government of India, New Delhi
5. The Consul (Haj), Consulate General of India, Jeddah, Kingdom of Saudi Arabia
6. Executive Officer, All State / UT Haj Committees
7. The Deputy Chief Executive Officers & Superintendents, HCoI, Mumbai
8. PS / Secretariat Section, Haj Committee of India, Mumbai
9. In-charge, Computer Section, HCoI – for uploading on HCoI website

ANNEXURE-I**TENTATIVE NUMBER OF STATE HAJ INSPECTORS (SHIS) TO BE SELECTED**

Sr. No	State / Union Territory	SHI (1:150)
1	Andaman & Nicobar (UT)	1
2	Andhra Pradesh	15
3	Assam (*)	17
4	Bihar	18
5	Chandigarh (UT)	0
6	Chhattisgarh	6
7	Dadra Nagar Haveli (UT)	0
8	Daman & Diu (UT)	0
9	Delhi (NCT)	20
10	Goa	1
11	Gujarat	55
12	Haryana	12
13	Himachal Pradesh	0
14	Jammu & Kashmir (UT)	34
15	Jharkhand	11
16	Karnataka	73
17	Kerala	82
18	Lakshadweep (UT)	1
19	Madhya Pradesh	44
20	Maharashtra	120
21	Manipur	3
22	Odisha	4
23	Puducherry (UT)	1
24	Punjab	2
25	Rajasthan	32
26	Tamil Nadu	39
27	Telangana	41
28	Tripura	1
29	UT of Ladakh	2
30	Uttar Pradesh	125
31	Uttarakhand	10
32	West Bengal	35
	Total	805

**Includes Arunachal Pradesh, Nagaland, Mizoram, Meghalaya, and Sikkim.*

ANNEXURE-II

NO OBJECTION CERTIFICATE (NOC)

(To be issued by the Cadre Controlling Authority / Employer)

This is to certify that Shri / Smt. _____, whose date of birth as per records is _____, is presently holding the post of _____, Class _____, in the pay scale of _____ with Pay Matrix Level _____.

2. He / She is a permanent employee of this office/organization (Office Name & Address: _____) since _____ (Date of Joining) and is allotted GPF No. _____ / PRAN No. _____.

3. It is further certified that Shri / Smt. _____ is a [☒] (Central/ State Government / Public Sector Undertaking / Statutory Body) employee and fulfills the eligibility criteria for deputation as State Haj Inspector (SHI) as laid down in Circular No. _____ dated _____ issued by the Haj Committee of India, Mumbai.

4. The Department / Organization has no objection to his/her temporary deputation to the Consulate General of India, Jeddah (Saudi Arabia) as State Haj Inspector for Haj-2026 for approximately two months, between 13.04.2026 and 05.07.2026.

5. I understand that the period of deputation as SHI shall be treated as duty period, and necessary entries shall be made by the parent department in the service records of the official. The official shall continue to draw his/her usual salary and allowances from the parent department during this period.

6. It is certified that no disciplinary / vigilance case is pending or contemplated against him/her.

7. In the event of his/her temporary deputation to the post of State Haj Inspector, he/she will be relieved at least 03 days before the scheduled departure.

Seal & Signature of Cadre Controlling Authority / Employer

(with Name, Designation, Mobile Number, E-mail, and Office Stamp)

Name: _____

Designation: _____

Office Address: _____

Mobile Number: _____

Email ID: _____

ANNEXURE-III

UNDERTAKING FOR SUBMISSION OF NOC FROM EMPLOYER

(To be uploaded by the Candidate in case NOC from Employer is pending)

I, Shri / Smt. _____, son / daughter of Shri / Smt. _____, presently employed as _____ in _____ (Name of Department / Organization), hereby solemnly affirm and undertake as under:

1. That I am applying for selection as **State Haj Inspector for Haj-2026 G (1447 H)** under the provisions of the Circular No. _____ dated _____ issued by the Haj Committee of India, Mumbai.
2. That I am a permanent employee of _____ (Name of Department / Organization), holding the post of _____, in the pay scale _____ / Pay Matrix Level _____.
3. That I am submitting my application **without the No Objection Certificate (NOC)** from my Cadre Controlling Authority / Employer, as the same could not be obtained at this point of time.
4. I undertake to submit the **duly signed NOC** from my Cadre Controlling Authority / Employer in the prescribed format at the time of interview, failing which my candidature is liable to be cancelled without any further notice.
5. I further undertake that I will not claim any right to deputation as State Haj Inspector unless the NOC is duly submitted and accepted by the Haj Committee of India.

2. I hereby declare that the above statements are true to the best of my knowledge and belief, and I understand that furnishing false information or suppressing facts will render me liable for cancellation of candidature and any other action deemed appropriate.

Place: _____

Date: _____

(Signature of the Candidate)

Name: _____

Designation: _____

Department / Organization: _____

Employee ID / GPF / PRAN No: _____

Mobile: _____

E-mail: _____

CBT FORMAT AND SYLLABUS FOR SELECTION OF SHIs

A. CBT Format

- A.1. The computer-based test shall carry 150 marks with 50 multiple choice questions of two types: (a) 25 fact-based; and (b) 25 situation/case scenario-based. The test duration shall be 120 minutes.
- A.2. Fact-based questions shall carry 50 marks, each having one right and three wrong choices, right choice carrying 2 marks and wrong choices having zero marks. No question shall have negative mark.
- A.3. Situation/case scenario-based questions shall carry 100 marks. Each question shall have four choices, each carrying 1-4 marks based on appropriateness to the situation. The best choice shall carry 4 marks and the least preferred choice shall carry 1 mark. No question in this category shall have zero or negative mark.

B. Syllabus for CBT

The test syllabus for State Haj Inspectors will mainly cover the following aspects:

- B.1. **Introduction to Haj & Islamic Practices**
- Significance of Haj, rites, and rituals.
 - Code of conduct for pilgrims
- B.2. **Responsibilities of Haj Inspectors**
- **Safety & Security:** Ensuring pilgrim safety, crowd control, emergency procedures.
 - **Logistics:** Transport, accommodation and essential services monitoring.
- B.3. **Health & Safety**
- **First Aid & Medical Emergencies:** Basic first aid, common health issues, disease control.
 - **Welfare:** Mental health support for pilgrims.
- B.4. **Technology & Communication**
- **Technology Use:** GPS, digital tracking, online registration, and data management.
 - **Digital Literacy:** Proficiency in using smartphones, Haj Suvidha App; Knowledge of MS Office tools: Word, Excel, and PowerPoint.
 - **Communication Skills:** Effective interaction with pilgrims, emergency communication protocols.
- B.5. **Cultural Sensitivity & Pilgrim Interaction**
- **Interpersonal Skills:** Empathy, conflict resolution, managing expectations.
 - **Cultural Awareness:** Understanding diverse pilgrim needs.
- B.6. **Administrative Skills**
- **Documentation:** Accurate reporting of incidents, health, and logistics.
 - **Compliance:** Ensuring adherence to regulations and audits.
- B.7. **Professional Ethics & Integrity**
- **Ethics:** Transparency, preventing corruption, and ensuring accountability.
- B.8. **Case Studies & Scenarios**
- **Crisis Scenarios:** Managing illness outbreaks, crowd surges, emergencies (e.g., medical, logistical, or procedural)
 - **Conflict Resolution:** Resolving pilgrim complaints and misunderstandings.

ANNEXURE-V

INTERVIEW / PERSONALITY TEST PARAMETERS FOR SELECTION OF SHIs

The interview/personality test with maximum 50 marks shall assess the candidates on the following parameters:

Parameter	Score (0-10)
Scenario & Crisis Management <i>Assess responses to real-life scenarios and unexpected challenges during Haj operations.</i>	
Communication & Interpersonal Skills <i>Evaluate clarity in communication, active listening, and empathy in interactions with pilgrims and colleagues.</i>	
Professionalism, Presentation & Ethics <i>Review personal grooming, overall demeanor, presentation clarity, and adherence to ethical standards.</i>	
Adaptability & Stress Handling <i>Determine the ability to adjust to changing situations and perform effectively under pressure.</i>	
Teamwork, Leadership & Initiative <i>Examine the capacity for collaboration, leadership potential, and proactive decision-making in team settings.</i>	
Total Score	<u> </u> / 50

Note:

1. Candidates must obtain a minimum of 25 out of 50 marks in the interview/personality test to qualify for final selection as SHI.
2. The interview panel may award marks below this cut-off to no more than 10% of the candidates appearing for the interview in a given State/UT. For candidates scoring below the cut-off of 25 marks, respective SHCs must provide detailed justifications and supporting documentary evidence for review by the Haj Committee of India (HCoI). The HCoI shall at its discretion, review the marks awarded in the interview and re-award marks qualifying/disqualifying a candidate with/without conducting a re-interview. The decision of the HCoI shall be final, and the final merit list will be published only after this review.
3. Candidates having ability to speak Arabic language should be awarded 3-5 additional marks under the parameter "Communication & Interpersonal Skills", subject to the overall ceiling of 10 marks under this parameter.

SELF DECLARATION TO BE FILLED BY APPLICANT FOR STATE HAJ INSPECTOR

1. PERSONAL PARTICULARS

1. Name: _____
2. Date of Birth: _____
3. Gender: _____
4. ID No.: _____
5. Complete Address: _____

6. Contact No.: _____
7. Blood Group: _____

Photograph
Paste your recent
passport size
colored photo
having a white
background
(Size: 3.5 x 3.5 cm)

2. SELF DECLARATION

S. No.	Self-Declaration to be filled by the Applicant	Please Tick
1.	Do you suffer from epilepsy or from sudden attacks of loss of consciousness or giddiness from any cause?	Yes / No
2.	Are you suffering from defect of vision?	Yes / No
3.	Have you ever undergone any surgical procedure, if yes, please mention:	Yes / No
4.	Have you ever been diagnosed with?	Yes / No
4.1	Tuberculosis (TB)	Yes / No
4.2	COPD (Asthma/Bronchitis/Emphysema, etc.)	Yes / No
4.3	Hypertension (BP)	Yes / No
4.4	Diabetes Mellitus	Yes / No
4.5	Heart related illness/ coronary artery disease (CAD)	Yes / No
4.6	Kidney Disease	Yes / No
4.7	Liver Disease	Yes / No
4.8	Cancer	Yes / No
4.9	Bleeding Disorder	Yes / No
4.10	Mental health related disorder	Yes / No
4.11	Rheumatism	
5.	Pregnancy/Last Menstrual Period (DD/MM/YYYY)	Yes / No
6.	History of Allergy (if any), details, if yes.	Yes / No

Self-Declaration for Medical Certificate by Applicant for State Haj Inspector

I S/D/W/ of hereby declare that the above-mentioned information is true to the best of my knowledge and my application may be cancelled if it is found incorrect/false at a later date.

Signature/Thumb Impression of the Applicant

MEDICAL EXAMINATION PROFORMA FOR STATE HAJ INSPECTOR

Medical Examination (to be filled by doctor)	
Any Medical Complaints:	
General Examination	Systemic Examination
	Nervous System
Pallor	Cardio Vascular System
Icterus	Respiratory System
Pulse Rate	Abdomen
Temperature	Locomotor System
Respiratory Rate	Vision
Blood Pressure	Hearing
Pregnancy (Yes/No)	Any other significant findings:
If Pregnant LMP (pregnant ladies above 28 weeks of pregnancy at the starting date of journey may not be permitted as per the guidelines)	

Investigation findings:

CBC, Fasting HbA1c, R/E of Urine, X-ray Chest (PA View) & ECG _____

_____ any other if needed _____

Remarks: _____

Certification: I/We have carefully examined the Candidate and certify that he/she is physically and mentally **fit/not fit** to travel to Saudi Arabia and perform field Haj duties.

 Name of Medical Superintendent/
 Dy./Asst. Medical Superintendent /
 Dean of Govt. Medical College/
 District Medical Officer (in Capital)

 Signature & Stamp of Medical Superintendent/
 Dy./Asst. Medical Superintendent / Dean of
 Govt. Medical College / District Medical Officer
 Registration No. of Signatory: _____

Dated: _____

Signature/Thumb Impression of the Applicant

ANNEXURE-VII**ELIGIBILITY REPORT BY EXECUTIVE OFFICER, SHC***(For Verification of Eligibility of Applicant for Selection as State Haj Inspector – Haj–2026)*

1. Name of Candidate: _____

**ELIGIBLE /
INELIGIBLE**

2. Application No.: _____

(strike out whichever is not applicable)

Sl. No.	Eligibility Criteria	Yes / No / Remarks
1	Permanent employee of Central/State Government / Paramilitary Force / Autonomous Body / PSU (excluding Group 'A' / Class-I or equivalent).	☐ Yes ☐ No Remarks: _____
2	Graduate degree (or equivalent) from a recognized institution.	☐ Yes ☐ No Remarks: _____
3	Age below 50 years as on the date of opening of the online application.	☐ Yes ☐ No Remarks: _____
4	Holds valid Indian International Passport, valid at least up to 31.12.2026.	☐ Yes ☐ No Remarks: _____
5	Has uploaded NOC from Employer / Undertaking by her/himself	☐ Yes ☐ No Remarks: _____
6	Has not served as SHI / Khadim-ul-Hujjaj more than 3 times in career.	☐ Yes ☐ No Remarks: _____
7	Has demonstrated exemplary performance as SHI / Haj deputationist during the past five years.	☐ Yes ☐ No Remarks: _____
8	Has performed Haj during the past five years.	☐ Yes ☐ No Remarks: _____
9	Is a permanent employee of State/UT Haj Committee / Waqf Board	☐ Yes ☐ No Remarks: _____

Declaration by EO, SHC:

I hereby certify that the entries and documents submitted by the applicant have been verified against the prescribed eligibility criteria for State Haj Inspector – Haj–2026 G (1447 H).

2. The candidate has been [☒] **Found Eligible** / [☐] **Found Not Eligible** (strike out whichever is not applicable).

3. Supporting documents have been checked and found in order.

4. I take full responsibility for the accuracy of the verification carried out by this State/UT Haj Committee.

Place: _____

Date: _____

Signature of Executive Officer

Name: _____

State/UT Haj Committee: _____

Seal / Stamp of Office: _____