

بِمَنْ أَنْصَارُ اللَّهِ



MAJLIS ANSARULLAH
UNITED KINGDOM

ANNUAL PLAN & GUIDELINES 2023

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Dear Ansār brother,

السلام عليكم ورحمة الله وبركاته

The “Annual Plan & Guidelines 2023” and the instructions contained therein should be taken as the minimum standards expected from a Majlis and its office bearers. It is important that all Muntazimeen are fully aware of these guidelines. If you wish to include further programme(s) you may do so with the approval of Sadr Majlis.

If you need any further information or clarification, please contact Qiādat Amoomi and you will be assisted with your queries. I hope that you will find these guidelines useful and we request for your special prayers for the Majlis.

May Allah enable all of us to fulfil our responsibilities to the best of our abilities. آمين

والسلام

Muhammad Mahmood Khan
Qā'id Amoomi
Majlis Ansārullah UK
January 2023
Email: amoomi@Ansarullahuk.org

نحن انصار الله

"We Are the Helpers of Allah"

"VISION OF MAJLIS ANSĀRULLAH"

Remember that your name is Ansārullah, that is, the helpers of God Almighty. It means that you have been associated with the name of God Almighty, and God Almighty is everlasting and immortal so you should also try to be a manifestation of immortality. May you become the true symbol of Ansārullah, meaning that may you always uphold the institution of Khilāfat and ensure that this work continues in your future generations as well.

This can be achieved in two ways. One way is that your children are properly trained and love of Khilāfat is inculcated in them. That is why I established Majlis Atfal-ul-Ahmadiyya, and Majlis Khuddam-ul-Ahmadiyya was instituted for the same purpose.

These Atfal and Khuddam are your own children. If Atfal-ul-Ahmadiyya are properly trained, then Khuddam-ul-Ahmadiyya will also be properly trained. And if Khuddam-ul-Ahmadiyya are properly trained, then the next generation of Ansārullah will also be superior. I have created a hierarchy. The first stage is Atfal-ul-Ahmadiyya, the second stage is Khuddam-ul-Ahmadiyya, the third stage is Ansārullah, and the fourth stage is God Almighty. If you provide proper guidance to your children as well as supplicate to God Almighty, then all these stages will be accomplished.

If your Atfal and Khuddam are properly guided as well as you supplicate to God Almighty and establish relationship with Him, then there is no other place for you except heaven. And whoever is raised to heaven, he is safe in every respect.

If the world tries to attack, it can only attack up to a hundred or two hundred feet at the most, but cannot reach to the heaven. Therefore, if you reform yourselves and supplicate to God Almighty, then you will establish a relationship with Him. And if you become true Ansārullah and establish a relationship with God Almighty then the Khilāfat will remain among you forever, and it will last even longer than the Khilāfat of Christianity.

Hazrat Khalifatul Masih II رضى الله تعالى عنه

Aims and objectives

The aim of the organisation is to promote the moral and spiritual training of its members resulting in a Godly, righteous, responsible and just society, true both to God and His creatures. The aims and objectives of the organisation are reflected in the pledge, which every member has to make and recite in every formal meeting. These aims are:

1. To organise all male Ahmadi Muslims over the age of forty years in the Silsila Aliya Ahmadiyya (Ahmadiyya Muslim Community).
2. To inculcate the following amongst its members:
 - *The love of Allah.*
 - *The spirit to promote and propagate the teachings of Islam.*
 - *Exhort to preach Islam and serve mankind.*
 - *The spiritual and moral training of children.*
 - *The spirit of protecting the institution of Khilāfat.*
 - *The spirit of placing collective interests above individual interests.*
 - *To remain a purely religious organization with no political interest whatsoever.*

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National Amila Majlis Ansārullah UK 2023

S. No.	Designation	Name
1.	Sadr Majlis Ansārullah UK	Dr Ch Ijaz Ur Rehman
2.	Na'ib Sadr (Awwal)	Zaheer Ahmed Jatoi
3.	Na'ib Sadr (Saf-e-Dom)	Sahibzada Mirza Waqas
4.	Na'ib Sadr	Rafi Ahmad Bhatti
5.	Na'ib Sadr	Zia Ur Rehman
6.	Naib Sadr	Shakil Ahmed Butt
7.	Qā'id Amoomi	Muhammad Mahmood Khan
8.	Add Qā'id Amoomi	Ehsan Ullah Qamar
9.	Qā'id Tā'leem	Raja Burhan Ahmad sb
10.	Qā'id Tarbiyyat	Atta ul Momin Zahid
11.	Add Qā'id Tarbiyyat	Usman Ahmad
12.	Qā'id Māal	Abdul Manan Azhar Choudhry
13.	Add Qā'id Māal (Expenditure)	Mansoor Ahmad Qamar
14.	Qā'id Isa'ar	Ashfaq Ahmad Khan
15.	Add Qā'id Isa'ar	Muzaffar Hussain
16.	Qā'id Tabligh	Ahmad Naseeruddin
17.	Add Qā'id Tabligh	Haris Latif Malik
18.	Qā'id Zahānat wa Sihat	Ali Mubarak Khan
19.	Qā'id Waqf-e-Jadīd	Muzaffar Ahmad Bhatti
20.	Qā'id Tehrik-e-Jadīd	Fazal-e-Haq Choudhry
21.	Qā'id Tajneed	Naveed Uz Zafar
22.	Qā'id Ishā'at	Muhammad Ishaq Nasir
23.	Qā'id Tā'leem-Ul-Qur'ān	Fazal Ahmad Tahir
24.	Qā'id Tarbiyyat Nau	Imran Zafar
25.	Auditor	Mian Mansur Manan
26.	Za'im A'lā Muqami	Meer Anjum Pervaiz
27.	Mu'awin Sadr	Okasha Badr Ahmad
28.	Mu'awin Sadr	Hafiz Ijaz Ahmad Tahir
29.	Mu'awin Sadr	Masood Ahmed Shahid
30.	Mu'awin Sadr	Basharat Ullah Choudhry
31.	Mu'awin Sadr	Javaid Haider Hameed
32.	Rukn-e-Khususi	Imam Atta Ul Mujeeb Rashid
33.	Rukn-e-Khususi	Sir Dr Iftikhar Ahmad Ayyaz
34.	Rukn-e-Khususi	Ch Waseem Ahmad

Regional Nazimeen-e-A'lā Majlis Ansārullah UK 2023

S. No.	Regions	Names
1.	Baitul Ehsan	Mubarak Ahmed Niazi
2.	Baitul Futuh	Dr Tayyab Ahmad Mansoor
3.	Bashir	Asmetullah Ch
4.	East	Saad Saud
5.	East Midlands	Atif Mehmood Malik
6.	Fazal	Mahmood Ahmad
7.	Hertfordshire	Aamir Bhatti
8.	Masroor	Azhar Mustafa
9.	Muqami (Za'im A'lā)	Meer Anjum Pervaiz
10.	Nāsir	Sharf Ur Rehman
11.	Noor	Jalal ud Din
12.	North East	Lutuf ur Rehman
13.	North West	Ahsan Ahmed
14.	Scotland	Tahir Naseem Ahmad
15.	South	Syed Kaleem Ahmad Shah
16.	Tahir	Waheed Ahmad
17.	Wales & South West	Sadat Ahmad
18.	West Midlands	Tariq Majeed

THE PLEDGE

On the occasion of the annual Ijtema of Majlis Ansārullah held in Rabwah in October 1956 Hazrat Khalifatul Masih II (May Allah be pleased with him) approved the following pledge for members of Majlis Ansārullah.

أَشْهَدُ أَنْ لَا إِلَهَ إِلَّا اللَّهُ وَحْدَهُ

لَا شَرِيكَ لَهُ وَأَشْهَدُ أَنَّ

مُحَمَّدًا عَبْدُهُ وَرَسُولُهُ

ASH-HADU ALLĀ ILĀHA ILLALLĀHU WAḤDAHŪ LĀ SHARĪKA LAHŪ WA ASH-HADU ANNA MUḤAMMADAN ‘ABDUHŪWA RASŪLUHŪ.

(On the occasion of meetings and gatherings of Majlis Ansārullah, members stand up and repeat the pledge jointly)

I bear witness that there is none worthy of worship except Allah. He is One (and) has no partner, and I bear witness that Muhammad ﷺ is His servant and messenger.

I solemnly pledge that I shall endeavour throughout my life for the propagation and consolidation of Islam Aḥmadiyyat, and for upholding the institution of Khilāfat. I shall also be prepared to offer the greatest sacrifice for this cause. Moreover, I shall exhort my children to always remain dedicated and devoted to Khilāfat.

انشاء الله تعالى

Introduction of Departments & Guidelines for Zo'ama Majālis

Qiādat Amoomi

Monthly Report

Monthly Report should reach Markaz before 10th of the following month.

Report is submitted through the AMIS reporting system, additional information can be attached.

Decision of “The Alam-e-Inaami” and different positions depend upon the reports received from the Local Majālis.

Monthly Meeting

There should be at least **two** meetings of the local **Majlis-e-Amila**. During meeting the progress of all Qiādats should be discussed. However, priority should be given to Tabligh, Tarbiyyat, Māal, Isa’ar & other urgent matters according to the situation.

- Ensure minutes of the Amila meeting are recorded.

There should be at least one monthly “**General Meeting**” in each Majlis. Kindly ensure maximum attendance is achieved. During that meeting all instructions and circulars from Markaz should be communicated to members.

- Ensure that agenda for the meeting is distributed well before the meeting due date.
- All Ansār members must be informed and reminded by phone call if required, about the General Meeting.

Annual Ijtema

Each year it is expected that all Local Majālis will hold their Ijtema; these must be held before the Regional and National Ijtema.

This year as well the National Majlis Ansārullah Ijtema will be held Insha’Allah. Dates would be announced later. Please make the effort to have 100% attendance at the Ijtema.

Regions should also organise their Annual Ijtema and must ensure that Local Majālis organise their Annual Ijtema as well.

Theme of Ijtema:

This year's theme of National, Regional and Majālis Ijtema is:

**The aims and objectives of the advent of the Promised Messiah
(Peace and blessings be upon him)**

حضرت مسیح موعود علیہ السلام کی بعثت کی اغراض و مقاصد

This theme should be used for your Majālis and Regional Ijtema'at.

Majlis-e-Shūrā

Shūrā will Inshallah be held on 9th & 10th of December 2023. Za'im Majlis is permanent member of Majlis-e-Shūrā.

According to the rules one representative will be chosen through election on every 20 members of the Majlis. The name(s) should be sent to the Markaz within the allocated time.

Proposals for the Majlis-e-Shūrā should be sent after the approval of the Local Majlis-e-Amma (General Body) and submitted within the allocated time.

General Instructions

According to the instructions of Hazrat Khalifatul Masih IV رحمہ اللہ تعالیٰ all Majālis should maintain a "**Red Book**" of all events.

Please always acknowledge the letters, instructions and any other communication from the Markaz on time.

Please always act promptly if you are requested to perform certain tasks and report back to Markaz in time.

Targets

No.	Particulars	Minimum Requirement
Majlis Targets		
1	Amila Meetings	2 Every month
2	General Meeting	1 Every month
3	Annual Ijtema	1 in a Year
4	Shūrā delegates elections & proposals	Must be before 31 st August 2023
5	Individual Members Report Questionnaire Link (IMRQ)	Get report from each Nāsir every month
6	Majlis Reports	Before 10 th of Every Month
7	Home visits by Za'im Majlis	Minimum twice in a year
Regional Targets		
1	Regional 'Amila Meeting	1 Every month
2	Regional reports	Before 15 th of Every month
3	Analysis meeting	1 every month
4	Regional Annual Ijtema	1 in a Year
5	Regional Nazim A'lā & Regional Nazimeen Visits	Make frequent monthly visits to Majālis
6	Zo'ama Majālis Elections	Must be before 15 th November 2023

Qiādat Tā'leem

The basic responsibility of **Qiādat Tā'leem** is to develop the religious educational standard of the members of Majlis Ansārullah UK.

To achieve this, Qiādat Tā'leem has prepared a plan for **2023**. The basic purpose of Tā'leem plan is to guide Nazimeen Tā'leem, Zo'ama Majālis and Muntazimeen Tā'leem on how to conduct various activities in their respective area.

Tā'leem 2023 will have 4 points agenda:

- i. Holy Qur'ān
- ii. Ahādith
- iii. Books of the Promised Messiah^{as}
- iv. Friday Sermons of Hazrat Khalifatul Masih^{ab}

Holy Qur'ān

In this regard, Nazimeen & Muntazimeen Tā'leem are requested to work closely with Qiādat Tā'leem ul Qur'ān and encourage Ansār to attend local Qur'ān Classes regularly.

Ahādith

Sayings of the Holy Prophet ﷺ held in very high esteem and are considered second most important after the Holy Qur'ān. Therefore, encourage Ansār to study Ahādith of the Holy Prophet ﷺ.

Books of the Promised Messiah^{as}

One of the best sources of religious knowledge is the study of the books of Promised Messiah عليه السلام. The Holy Prophet ﷺ says that the Promised Messiah will distribute the spiritual wealth but no one will accept it. These spiritual treasures are writings revealed from God. Moreover, the Promised Messiah عليه السلام says “*He who doesn't read my books at least three times has a sort of arrogance in him.*” So every Nāsir should make a habit of reading books of the Promised Messiah عليه السلام. Ansār are requested to read the prescribed books of this year. To motivate Ansār in reading, Regions/Majālis are required to hold Weekly Tā'leem Class where Ansār read and discuss few pages from prescribed books every week.

Friday Sermons of Hazrat Khalifatul Masih V^{ab}

We are fortunate in this age that God has brought innovations and Ahmadis were also awarded to them. Jamā'at is enabled to utilize modern technology, TV and the internet for propagation of faith. The

written works of the Promised Messiah^{as} are widely available on our web site and can be accessed whenever one wants. It is also translated in major languages of the world. Likewise, advice of the Khalifa of the time can also be heard and read and is based on the Holy Qur'an, hadith and writings of the Promised Messiah^{as}.

(Hazrat Mirza Masroor Ahmad, Khalifatul Masih V^{aba} – Friday Sermon 9 Oct, 2015)
We are blessed to have access to these sermons at our convenient; Ansār are encouraged to listen to the Friday Sermons of Huzoor Anwar^{ab} and take notes.

In this regard, Nazimeen & Muntazimeen Tā'leem are requested to work closely with Qiādat Tarbiyyat and encourage Ansār to follow their instructions.

Syllabus For Tā'leem Papers:

Special Prize: Best Majālis & Regions would be recognized for paper submission!

Prescribed Books for 2023 Tā'leem Papers are:

Jesus in India (Masih Hindustan Mein) & Noah's Ark (Kashti-e-Nuh)
by
Hazrat Mirza Ghulam Ahmad, The Promised Messiah and Mahdi^(as):

Paper No.	Month	Name of Book	Page No (According to English Edition)
Paper No 1	Jan 2023	Jesus in India	Pages 1-15
Paper No 2	Feb 2023	Jesus in India	Pages 17-33
Paper No 3	Mar 2023	Jesus in India	Pages 33-50
Paper No 4	Apr 2023	Jesus in India	Pages 50-70
Paper No 5	May 2023	Jesus in India	Pages 70-89
Paper No 6	Jun 2023	Jesus in India	Pages 89-106
Paper No 7	Jul 2023	Jesus in India	Pages 106-122 (End)
Paper No 8	Aug 2023	Noah's Ark	Pages 1-26
Paper No 9	Sep 2023	Noah's Ark	Pages 26-51
Paper No 10	Oct 2023	Noah's Ark	Pages 51-73
Paper No 11	Nov 2023	Noah's Ark	Pages 73-106
Paper No 12	Dec 2023	Noah's Ark	Pages 106-137 (End)

Plan for Nazimeen/ Muntazimeen Tā'leem, Zo'ama Majālis:

1. Arrange Tā'leem classes on local level and motivate Ansār to attend Class.
2. Read hadith with translation from Ijlas e 'Aam (General Meeting) package in every General Meeting.
3. Hold Weekly Tā'leem Classes in Majlis / Region.
4. Provide Tā'leem Syllabus to all Ansār. Make sure that Ansār are aware of this syllabus. Nazim Tā'leem, Za'im and Muntazim Tā'leem should ensure that the syllabus is discussed in regional and local monthly 'Amila/General Meetings.
5. Prescribed books for Tā'leem Paper are available as hard copy and online at Ansār website (www.Ansār.org.uk). Guide Ansār to these available resources.
6. Tā'leem Paper will be available online at Ansār website (www.Ansār.org.uk). Each and every member of the Local, Regional & National Majlis Amila must complete the Tā'leem Papers on <https://Tā'leem-paper.Ansār.org.uk>. The target for 'Amila members of all levels is 100%. The Local Za'im and Muntazim Tā'leem should make sure that all Ansār in their Majlis complete Tā'leem Paper. The minimum target is 100% of the Tajneed must complete these papers.
7. Provide support in organizing Ijtema'at. It is responsibility of Nazim Tā'leem / Muntazim Tā'leem to make sure that Academic competitions must be conducted during Local and Regional Ijtema'at.
8. Guide Ansār to write an essay for Essay Writing Competition. Every Majlis must send at least one Essay for Essay Writing Competition.
9. Regions must submit names of the Position Holders in Academic Competitions of Regional Ijtema'at by the deadline.

Essay Writing Competition – English:

1. This is an open competition; thus any Nāsir can participate.
2. Topic for this years' competition would be:
Truthfulness of the Promised Messiah^{as}
3. The essay should be comprising of **5,000 – 6,000** words
4. **Any essay with Plagiarism will be disqualified.** *Plagiarism* means to present someone else's work, words, or ideas as if they are your own.
5. All direct or indirect quotes must give references. References may be given as footnotes, endnotes, or parenthetical citations.
6. Name, Majlis, Region and Contact Details of the participant should be included on the front page only.
7. Essay can be submitted electronically to provided link by Qiādat Tā'leem for any information contact
Tā'leem@Ansārullauk.org
8. The last day to submit an essay is **30th June, 2023**
9. Position holders will be presented awards at the National Ijtema and their essays will be published in Ansāruddin. Name of all participants will also be published. InShaAllah.
10. The marking will be based on:
 - Focus / main point
 - Content
 - Writing style
 - Conventions
 - References / Citation

Important Note: In order to qualify for '**Alm-e-In'ami**, at least one essay must be submitted from the Majlis. All large Regions (with Tajneed more than 300) must submit at least **10** essays and smaller Regions (with Tajneed less than 300) must submit at least **5** essays in order to qualify for '**Alm-e-In'ami**.

Tā'leem Syllabus 2023:

THEME for Annual Ijtema 2023 of Majlis Ansārullah UK, is:

**The aims and objectives of the advent of the
Promised Messiah (Peace and blessings be upon him)**

General Rules:

- Only those Ansār can participate in **Academic Competitions** at the National Ijtema who are awarded **1st 2nd and 3rd position** in the Regional Ijtema. In case, position holder cannot attend the National Ijtema, Regional Nazim A'lā should propose a name for a Nāsir to represent the Region, and get it approved before the deadline.
- The deadline for Regions to submit names of the Position holders /Regional Representative is **Thursday 31st August 2023**.
- Competitions will be held simultaneously.
- Judge's decision will be final.

Tilāwat Competition:

- A participant may only recite verses of the Holy Qur'ān that is selected for the Ijtema Syllabus.
- A Tilāwat recited from outside the syllabus will NOT be marked.
- Judges reserve the right to stop a participant at any point.
- There will be no marks for reciting from memory.
- The marking will be based on Correct Pronunciation, Qir'at/ Tajweed and Tune.

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ (١)
يَسْبَحُ لِلَّهِ مَا فِي السَّمُوتِ وَمَا فِي الْأَرْضِ الْمَلِكِ الْقُدُّوسِ الْعَزِيزِ الْحَكِيمِ (٢)
هُوَ الَّذِي بَعَثَ فِي الْأُمِّيِّينَ رَسُولًا مِّنْهُمْ يَتْلُو عَلَيْهِمْ آيَاتِهِ وَيُزَكِّيهِمْ وَيُعَلِّمُهُمُ
الْكِتَابَ وَالْحِكْمَةَ وَإِنْ كَانُوا مِن قَبْلُ لَفِي ضَلَالٍ مُّبِينٍ (٣) وَأَخْرَجَ مِنْهُمْ
لَمَّا يَلْحَقُوا بِهِمْ وَهُوَ الْعَزِيزُ الْحَكِيمُ (٤) ذَلِكَ فَضْلُ اللَّهِ يُؤْتِيهِ مَن يَشَاءُ
وَاللَّهُ ذُو الْفَضْلِ الْعَظِيمِ (٥)

(Surah Al-Jumu'ah V 1 to 5)

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ (١)
وَإِذْ قَالَ عِيسَى ابْنُ مَرْيَمَ يَبْنِي إِسْرَءِيلَ إِنَّي رَسُولُ اللَّهِ إِلَيْكُمْ مُصَدِّقًا لِمَا
بَيْنَ يَدَيَّ مِنَ التَّوْرَةِ وَمُبَشِّرًا بِرَسُولٍ يَأْتِي مِنْ بَعْدِي اسْمُهُ أَحْمَدُ فَلَمَّا جَاءَهُمْ
بِالْبَيِّنَاتِ قَالُوا هَذَا سِحْرٌ مُبِينٌ (٢) وَمَنْ أَظْلَمُ مِمَّنِ افْتَرَى عَلَى اللَّهِ الْكُذِبَ
وَهُوَ يُدْعَى إِلَى الْإِسْلَامِ وَاللَّهُ لَا يَهْدِي الْقَوْمَ الظَّالِمِينَ (٨) يُرِيدُونَ لِيُطْفِئُوا
نُورَ اللَّهِ بِأَفْوَاهِهِمْ وَاللَّهُ مُتِمُّ نُورِهِ وَلَوْ كَرِهَ الْكَافِرُونَ (٩) هُوَ الَّذِي أَرْسَلَ رَسُولَهُ
بِالْهُدَى وَدِينِ الْحَقِّ لِيُظَاهِرَهُ عَلَى الدِّينِ كُلِّهِ وَلَوْ كَرِهَ الْمُشْرِكُونَ (١٠)

(Surah As-Saff V 7 to 10)

Hifz e Qur'ān:

1. This is not a competition, every Nāsir, who will memorize this syllabus will be awarded a certificate and prize.
2. The translation will not be tested.
3. Anyone who is Hafiz Qur'ān is NOT allowed to take part in this competition.
4. Syllabus is as follows.

**Surah As-Saff, Surah Al-Jumu'ah & Last 19 Surahs
(Surah Al-Qadr to An-Nas) of the Holy Quran.**

Poem Competition:

1. A poem recited from outside the syllabus will NOT be marked.
2. Judges reserve the right to stop a participant at any point.
3. There will be no marks for reciting from memory.
4. Marks will be given for correct pronunciation, voice quality & tune.

در شمین:

کیوں عجب کرتے ہو گر میں آگیا ہو کر مسیح خود مسیحائی کا دم بھرتی ہے یہ بادِ بہار
آسمان پر دعوتِ حق کے لیے اک جوش ہے ہو رہا ہے نیک طبعوں پر فرشتوں کا اتار
آ رہا ہے اس طرف احرارِ یورپ کا مزاج نبض پھر چلنے لگی مردوں کی ناگہ زندہ وار

کلام محمود:

یار و مسیح وقت کہ تھی جن کی انتظار رہ تکتے تکتے جن کی کروڑوں ہی مر گئے
آئے بھی اور آ کے چلے بھی گئے وہ آہ! ایامِ سعد اُن کے بسرعت گزر گئے
آمد تھی اُن کی یا کہ خدا کا نزول تھا صدیوں کا کام تھوڑے سے عرصہ میں کر گئے

For Non-Urdu Speaking Ansār:قصیدہ "یا عین فیض اللہ والعرفان" فی مدح رسول اللہ ﷺ

يَا عَيْنَ فَيْضِ اللّٰهِ وَالْعِرْفَانِ يَسْعَىٰ إِلَيْكَ الْخَلْقُ كَالظُّمَأَنِ
يَا بَحْرَ فَضْلِ الْمُنْعِمِ الْمَنَّانِ تَهْوِي إِلَيْكَ الرُّمُزُ بِالْكِزَانِ
جِسْمِي يَطِيرُ إِلَيْكَ مِنْ شَوْقٍ عَلا يَا لَيْتَ كَأَنَّهُ قُوَّةُ الطَّيْرَانِ

Prepared Speech – English:

1. A participant may only speak on one of the following topics:
 - i) **The Promised Messiah^{as's} Love for Allah**
 - ii) **The Promised Messiah^{as's} Love for the Holy Quran**
 - iii) **The Promised Messiah^{as's} Love for the Holy Prophet saw**
2. A speech delivered from outside the syllabus will NOT be marked.
3. The speaker will have a total of **3 minutes** to deliver his speech.
First bell will ring at 2 minutes after which he should complete his speech before 3 minutes

4. The reading from papers will be allowed, however additional marks will be rewarded for delivering the speech from memory.
5. Judges reserve the right to stop a participant at any point.
6. Marks will be given for correct pronunciation, content, presentation & memorization.

Extempore Speech – English:

1. This is an open competition, thus any Nāsir can participate.
2. This year it will be a different competition. Every participant will be given a question and participant will be asked to reply. Few questions are as follows:
 - i. Truthfulness of the Promised Messiah^{as} from the Holy Quran
 - ii. Truthfulness of the Promised Messiah^{as} from Ahadith.
 - iii. The Promised Messiah^{as}'s kind treatment with children.
 - iv. Why do I believe in the Promised Messiah^{as}?
 - v. Why is it necessary to believe in the Promised Messiah^{as}?
3. Every participant will be given 2 minutes for preparation.
4. Participant will then have 2 minutes for the delivery of the speech. First bell will ring at one and half minute after which he should complete his speech before 2 minutes.
5. Judges reserve the right to stop a participant at any point.
6. Marks will be given for pronunciation, contents and presentation.
7. A Nāsir can participate in English language Speech Competition or on Urdu but not in both.

Quiz Competition:

1. One team consisting of **3 members** from a Region will be allowed.
2. Questions will be asked about **the Life of The Promised Messiah^{as}**.
3. With every correct answer, the team will earn 4 marks.
4. A response must be started within 10 seconds after a question has been read.
5. If, at the end of the quiz, two or more teams have equal marks, in that case every team will be asked a question until a clear winner is decided.

Bait Bazi:

1. The team will comprise of **3 members**.
2. The couplets will be allowed only from:
 - a) **Durr-e-Sameen**
 - b) **Kalam-e-Mahmood**
 - c) **Kalam-e-Tahir**
 - d) **Durr-e-Adan**
 - e) **Bukhar-e-Dil**
3. Team have to narrate the couplet starting from the ending letter of the couplet which previous team has completed.
4. 10 seconds will be given to deliver response
5. Competition will be conducted on knock out basis

Message Relay /Chinese Whispers:

1. Only one team per region consisting of **5 members** will be permitted.
2. Each team will have a choice to select their message either in Urdu or English.
3. The message will be read out 3 times to every team leader in the beginning. He will then be allowed 3 minutes to pass on the message.
4. Every team member must convey the message quietly else team may disqualified.
5. The last member of every team will be allowed 5 minutes to write the message neatly.

Essay Writing (Extempore)

1. This is an open competition, thus any Nāsir can participate.
2. During Ijtema till Zuhur Prayer of Second Day of Ijtema participants will be asked to write an essay in 30 minutes at a designated place.
3. Participants can write in Urdu, English or Arabic Language.
4. Prizes will be awarded to first 3 positions.

Qiādat Tarbiyyat

The fundamental principle of the Tarbiyyat Department is to draw attention towards good deeds and to remove weaknesses, and continuously doing special efforts for Qiam e Salat.

- The significance of the task of ‘reformation’ can be understood from the following statement of Hazrat Khalifatul Masih Al-Khamis أيده الله تعالى بنصره العزيز

“The task of reformation is colossal. You should never tire in the effort of reforming someone, even if you may have to attempt it 4000 times. Neither should you get tired, nor should you give up. You should try to make them understand with love.”

Qiādat Tarbiyyat should activate a system at Regional and Majlis level to ensure that every Nāsir observe five daily prayers regularly and listen Friday Sermons of Huzoor-e-Aqdas أيده الله تعالى بنصره العزيز regularly.

The following targets and schemes have been prepared to achieve and remind Ansār regularly.

In order to achieve these targets, request all office holders to write a letter to Huzoor-e-Aqdas and pay some Sadqa before starting, for the blessings of Allah.

1. Annual Scheme

The Tarbiyyat Department is in every sense the life of all departments and the backbone of all our works because the fundamental reason for the establishment of religion is reformation of mankind and to establish a living connection with God.

To improve the outcome of the tasks of the Tarbiyyat Department a specific annual plan should be introduced on Regional and Majlis levels. The Plan should include the following points:

- To acquire information on such Ansār brothers who require more attention in a confidential manner. To create a personal bond with such Ansār who are not well connected with their Mosques or Salat Centres, and to help them create a connection with these places through love and wisdom.
- To hold programmes for those Ansār who are less active and on such occasions providing them with righteous company.

- To highlight different Tarbiyyat matters during Amila meetings. To present exact reports on these affairs and then to focus on improvement and also explain the importance of sacrificing time for Ansārullah.
- To constantly draw attention towards prayers in congregation, the Friday Prayer, Friday Sermons of Huzoor-e-Anwar إيده الله تعالى بنصره and voluntary fasts.
- To encourage the Ansār brothers to commit some time either weekly or monthly for Ansārullah work and to create guidelines on how to utilise their time effectively.
- According to the local conditions a comprehensive plan should be made to tackle evil and encourage goodness.
- In order to achieve these targets, work should be carefully planned and divided as monthly and weekly targets. Those who are responsible for these tasks should always try to present their good examples before Ansār brothers.

2. Observance of Prayer

إِنَّ الصَّلَاةَ كَانَتْ عَلَى الْمُؤْمِنِينَ كِتَابًا مَّوْقُوتًا

(An-Nisa' Verse 104)

Verily Prayer is enjoined on the believers to be performed at fixed hours.

The Holy Prophet ﷺ has said that prayer is the delight of his eyes and a means of ascension for believers. The Holy Prophet ﷺ has also laid great emphasis on congregational prayer so much so that a blind companion who could hear the Azaan from the mosque was told that he still should make his way to the mosque and attend congregational prayers.

During the days of his final illness, the Holy Prophet ﷺ continued to attend the congregational prayers with the assistance of his companions. Similarly, the Promised Messiah عليه السلام, like his master, continued to inquire about the time of prayer just before his demise. This clearly shows how important prayers are for a Muslim.

The Promised Messiah عليه السلام states:

‘O ye people who consider yourselves members of my community! You will be counted as such in heaven when you

truly tread upon the ways of righteousness. So, offer the five daily prayers in such fear and with such complete attention as though you were actually beholding God Almighty. Sincerely observe your fasts for the sake of God. Let everyone who is liable to pay the Zakat do so and anyone upon whom the Hajj has become obligatory and who face no hindrance ought to perform the pilgrimage. Do good in a handsome manner and discard vice with disgust.

(Noah's Ark, Pg 24-25)

He stated:

"You should never abandon prayer even if the whole house falls apart."

(Malfoozat Vol.3 Pg 591)

Hazrat Khalifatul Masih V (إيده الله تعالى بنصره العزيز) states:

"If you are truly to thank Allah for the reward of Khilāfat, in order to continually benefit from this reward, it is important for every Ahmadi to give special attention to the establishment of prayers."

(Friday Sermon delivered on 22nd February 2008)

Thus, every effort should be made to the establishment of prayers. Every member of Majlis Ansārullah should try to offer prayers regularly and in congregation. When office bearers will be strictly regular in their prayers, their examples will encourage other Jamā'at members to follow in their footsteps and become regular in their prayers.

Make the system of Sa'iqaen effective; try to increase the attendance in Mosques and Prayer Centres.

- Try your utmost to encourage the less active Ansār brothers, for example:
 - By keeping in contact with them directly.
 - Using modern technology for sending verses of the Holy Qur'ān, Hadith, and sayings/writings from the Promised Messiah (عليه السلام) and Khulafa.
 - Through their good and sincere friends.
 - By organizing programmes of their interest.
 - By sincerely praying for them.

Keep in mind the above-mentioned directions from **Huzoor-e-Anwar** (إيده الله تعالى بنصره العزيز). He states:

"You can admonish but you cannot be strict. So keep on admonishing without force, in fact strive to establish a passion and interest within people regarding prayers. Help people to come

to the realisation that being an Ahmadi, what positive changes should be made in result of which they will stand out from others.”

- Every Nāsir should be politely reminded of his responsibility which is mentioned in the Qur’ānic verse:

وَأْمُرْ أَهْلَكَ بِالصَّلَاةِ وَاصْطَبِرْ عَلَيْهَا ط

(TaHa:133)

and enjoin Prayer on thy family, and be constant therein.

- Office bearers should set their example for observing prayers.
- Tarbiyyat targets and their progress should be discussed in the meetings of Majlis e Amila and once a target that was set previously is achieved, new targets should be set.
- Efforts should be made to encourage Ansār to offer Nawafil prayers (especially Tahajjud).
- The Promised Messiah(as) says [that a person who derives no pleasure from Prayer should beg before Allah]:
‘Allah the Almighty! Thou knowest how blind and sightless I am, and at the moment I am like the dead. I know that in a little while I shall be called and shall present myself before Thee and no one will be able to stop me. But my heart is blind and unenlightened. Do Thou cause to descend upon it such a flame of light that thereby it may be inspired with Thy love and devotion. Do Thou bestow upon me such grace that I shall not be raised up sightless and blind. When he supplicates in this manner and persists in the supplication, he will see that a time will arrive when something will descend upon him while he is engaged in such a Prayer that will melt his heart.’

(Malfuzat, new edition, vol. 2, p. 616)

3. Sermons of Huzoor Anwar ایدہ اللہ تعالیٰ بنصرہ العزیز from watching MTA

- An effort should be made to encourage office bearers to fully benefit from watching the sermons and addresses of Hazrat Khalifatul Masih ایدہ اللہ تعالیٰ بنصرہ العزیز and other programmes on MTA.
- Efforts should be made to include less active Ansār as well.
- After the Friday sermon, individual reports should be taken from each Nāsir. It would be beneficial to send a reminder before the repeat of the sermon via phone call/SMS to those Ansār who

were not able to listen to the sermon live.

- In addition to this, efforts should be made towards the implementation of each instruction of Hazoor Anwar أيده الله تعالى بنصره العزيز

On one occasion Hazrat Khalifatul Masih V (أيده الله تعالى بنصره العزيز) mentioned the beauties and benefits of MTA:

“In this age, television is being used in the best manner by Ahmadis or the Ahmadiyya Community as a whole. In the Jalsa days, I instructed members to watch MTA, which has had a positive effect on many, and in response to which those members have stated that ‘we never used to watch MTA, but now upon your instructions, we have started to watch MTA and we regret the fact that we did not watch it before and attach ourselves to it. Some have even said that they felt that their level of spirituality and intellect has increased merely within 7 to 10 days.’”

4. Spiritual Programme of prayers and worship

Keep reciting those prayers which the Khulafa have mentioned on the occasions of the Khilāfat Jubilee and the Jamā’at jubilee.

1. Read Surah Al-Fatihah
2. Recite Durood Sharif
3. Read the following prayers repeatedly:

رَبَّنَا آفِرْغْ عَلَيْنَا صَبْرًا وَثَبِّثْ أَقْدَامَنَا وَانصُرْنَا عَلَى الْقَوْمِ الْكَافِرِينَ (٢٥١) ط

O My Lord! Pour down steadfastness upon us and make our steps firm and help us against the disbelievers. (Al-Baqarah:251)

رَبَّنَا لَا تُزِغْ قُلُوبَنَا بَعْدَ إِذْ هَدَيْتَنَا وَهَبْ لَنَا مِنْ لَدُنْكَ رَحْمَةً إِنَّكَ أَنْتَ الْوَهَّابُ (٩)

Our Lord let not our hearts become perverse after thou hast guided us and bestow on us mercy from thyself; surely Thou art the Great Bestowed. (Aal-e-Imran:9)

رَبَّنَا غُفِّرْ لَنَا ذُنُوبَنَا وَاسْرَفَنَا فِي أَمْرِنَا وَثَبِّثْ أَقْدَامَنَا وَانصُرْنَا عَلَى الْقَوْمِ الْكَافِرِينَ (١٣٨) ع

Our Lord, forgive us our sins and our excesses in our conduct, and make firm our steps and help us against the disbelieving people. (Aal-e-Imran: 148)

اَللّٰهُمَّ اِنَّا نَجْعَلُكَ فِيْ نُحُوْرِهِمْ وَ نَعُوْذُبِكَ مِنْ شُرُوْرِهِمْ۔

O Allah, we make you a shield against them and their evil designs.

(Sunan Abi Daud Kitab Al-Salat)

سُبْحَانَ اللّٰهِ وَبِحَمْدِهِ سُبْحَانَ اللّٰهِ الْعَظِيْمِ اَللّٰهُمَّ صَلِّ عَلٰى مُحَمَّدٍ وَّ اٰلِ مُحَمَّدٍ۔

Glory to Allah with His praise, Glory to Allah the Great. O Allah Bless Muhammad ﷺ and his progeny.

(Tazkirah Edition 4 Pg.25)

يَا رَبِّ فَاسْمَعْ دُعَائِيْ وَ مَزِّقْ اَعْدَاءَكَ وَ اَعْدَائِيْ وَ اَنْجِزْ وَعْدَكَ وَ اَنْصُرْ عَبْدَكَ وَ اَرِنَا اَيَّامَكَ وَ شَهْرَنَا حُسَامَكَ وَ لَا تَزِرْ مِنَ الْكَافِرِيْنَ شَرِيْرًا۔

O my Lord, hear my prayer and destroy my enemy and Your enemy and fulfil Your promise and help Your servant and show us Your days and draw your sword for us and don't leave any of the evil disbelievers.

(Tazkirah Edition 4 Pg.426)

رَبِّ كُلِّ شَيْءٍ خَادِمِكَ رَبِّ فَاحْفَظْنِيْ وَ اَنْصُرْنِيْ وَ اَرْحَمْنِيْ۔

O my Lord, everything is Your Servant; O my Lord, Guard me and help me and have mercy on me.

(Tazkirah Edition 4 Pg.556)

اَسْتَغْفِرُ اللّٰهَ رَبِّيْ مِنْ كُلِّ ذَنْبٍ وَ اَتُوْبُ اِلَيْهِ۔

I seek forgiveness from Allah, my Lord, for all of my sins and turn to Him in repentance.

These prayers should be given to the members of Majlis Ansārullah in the form of charts and pocket size folders. Ansār should memorise these prayers with the translation and should make it their routine to recite them every day.

5. Office bearers should be role models:

Office bearers should implement the guidelines mentioned before. They should be role models for the Ansār and always keep in mind the following instructions given by Huzoor-e-Aqdas (عليه السلام):

“If Office bearers, whether they be of the Jamā’at or of the auxiliary organisations, do not make righteousness and worship common in their households then no one will listen to them outside. Those who bring about revolutions first bring changes in themselves. Only those nations make progress

whose leaders set the best examples. Remember! We do not need any Jamā'ati Office bearer who does not offer his prayers, because the fundamental difference of any office bearer should be that he offers his prayers regularly and he tries his utmost to lose himself in the love of Allah and to make a connection with Allah. We need those Office bearers who firmly believe that the progress of the Jamā'at is based on prayers as Allah has stated that if a person has His help then no one can stop him attaining success and victory. On the other hand Allah also says that if a person is oblivious to his help then no matter how clever or crafty he is, he cannot be destined for progress and success."

(Friday Sermon 1st October 2004)

Annual Targets for year 2023

1. Salat Committee:

Each Majlis and Region must form a Salat Committee. Must hold minimum one Salat Committee meeting every month

2. Tarbiyyat Forums (Region):

Each region should hold a minimum of 1 Tarbiyyat forums in a year.

3. Tarbiyyat Forums (Majlis):

All Majālis should organise minimum two Tarbiyyat forums in a year.

4. Salat Awareness Day:

Each Majlis should hold minimum two awareness days in a month.

5. General Meeting

Each Majlis must hold one General meeting on importance of Salat in a quarter.

6. Ashra Tarbiyyat

Majlis Ansārullah will hold two **Ashra e Tarbiyyat** (A ten-day programme of spiritual reformation) nationally. In these two Ashras, follow the programme sent by the Markaz.

Further Information

Salat Committee

Each Majlis and Region must form a Salat Committee and hold a minimum of one Salat-Committee meeting every month. They should discuss and address Tarbiyyat issues, and discuss and then implement strategies on how to improve regularity in prayers.

Majlis Level

- **Membership:** Zaeem Majlis (Chair), Naib Zaeem, Muntazim Tarbiyyat, Muntazim Tā'leem and another suitable person
- **Meeting Frequency:** Once Monthly
- **Scope:** To discuss Tarbiyyat issues, and strategies on how to improve regularity in prayers
- **Actions:** Muntazim Tarbiyyat to create an anonymised summary report and provide this to the Regional Nazim Tarbiyyat every month

Regional Level

- **Membership:** Nazim-Ala (Chair), Naib Nazim-Ala, Nazim Tarbiyyat, Nazim Tā'leem and another suitable person
- **Meeting Frequency:** Once Monthly
- **Scope:** To discuss strategies and issues raised at Majālis level and also make suggestions to Majālis's accordingly.
- **Actions:** Regional Nazim Tarbiyyat to create a summary report and provide this 'confidentially' to their Naib Qāid Tarbiyyat every month.

Tarbiyyat Forum

Topic 1 = Can be decided by the local Majlis or Region

Topic 2 = The Correct use of latest Technology and social media

Hazoor Aqdas ﷺ instructed during Mulaqat of National Amila Majlis Ansārullah UK.

“The children of Ansār who have grown up and joined Ansār also have small children. There are some who do not pay attention to (the Tarbiyyat of) these children. They are on the internet these days and especially when there are school holidays. Then the tendency to go to the Internet and watch the

wrong kind of program is increasing. Have you made any program for this? Khuddam ul Ahmadiyya makes it, Ansār should make it too. According to these circumstances, your program should be made and it should be implemented immediately.”

Ansār brothers should be extremely cautious for the use of television, mobile phones, internet, and other new ways of technology in their homes. Allah the Almighty has admonished us:

يَا أَيُّهَا الَّذِينَ آمَنُوا قُوا أَنْفُسَكُمْ وَأَهْلِيكُمْ نَارًا

(Surah Al-Tahrim Verse 7)

O ye who believe! Save yourselves and your families from a Fire
Parents should take the role of wise and intelligent guides and talk to their children openly about the advantages and disadvantages of modern technology.

Salat Awareness Day

- The purpose of holding Salat Awareness Day is to draw the attention of those Ansār brothers who are relatively less active and include them in this spiritual programme.
- To create awareness among Ansār, each Majlis should try to hold TWO Salat-Awareness Days every month. A report of this day should be sent containing the following:
Attendance of Ansār brothers on Tahajjud prayers in the congregation or at their homes, Attendance of Ansār at the congregational prayers and whether it improved or not. Any other programmes made for this day.

Ashra Tarbiyyat

During the year, Majlis Ansārullah will hold two Ashra e Tarbiyyat nationally. During these 10 days special focus should be given to the following points.

- Special contact with less active Ansār brothers through more active Ansār or Saiqeen
- Observing the five daily prayers on time and in the congregation.
- Recitation of the Holy Quran.
- Tahajjud Prayer
- Attendance of the entire household at Hazoor's أيده الله تعالى بنصره العزيز Friday Sermons.
- Writing letters for prayers to Hazoor أيده الله تعالى بنصره العزيز
- Family classes at home on religious topics.

- Holding General Meeting and focus on local Tarbiyyati issues
- During these 10 days there should be Dars everyday on different topics, for example the importance of Namaz and its benefits, recitation of the Holy Quran, the Friday Prayer, the benefits of MTA, the importance of Tahajjud prayer, the blessings of Khilāfat and remaining dedicated to it, moral training of your children, the Waqf-e-Arzi scheme and Wasiyyat, etc.

General Meeting

Each Majlis must hold one General meeting on importance of Salat in a quarter. Some of the material presented above can also be used to highlight the importance of prayers and its blessings in these meetings.

Tarbiyyat - Rishta Nata

The fundamental principle of the Tarbiyyat Department is to draw attention towards good deeds and to remove weaknesses and is in every sense the life of all departments and the backbone of all our works because the fundamental reason for the establishment of religion is reformation of mankind and to establish a living connection with Allah. An estimate of the extent of 'reformation' can be understood from the following statement of Hazrat Khalifatul Masih

Al-Khamis عليه الله تعالى، نصره العزيز

"The task of reformation is colossal. You should never tire in the effort of reforming someone, even if you may have to attempt it 4000 times. Neither should you get tired, nor should you give up. You should try to make them understand with love."

The Holy Quran says:

مَنْ عَمِلَ صَالِحًا مِّنْ ذَكَرٍ أَوْ أُنْثَىٰ وَهُوَ مُؤْمِنٌ فَلَنُحْيِيَنَّهٗ حَيٰوةً طَيِّبَةً ۚ
وَلَنَجْزِيَنَّهُمْ أَجْرَهُمْ بِأَحْسَنِ مَا كَانُوا يَعْمَلُونَ (٩٨)

Whoso acts righteously, whether male or female and is a believer, WE will surely grant him a pure life; and WE will surely bestow on such their reward according to the best of their works (16:98)

وَمِنْ آيٰتِهِۦٓ أَن خَلَقَ لَكُمْ مِّنْ أَنفُسِكُمْ أَزْوَاجًا لِّتَسْكُنُوا إِلَيْهَا وَجَعَلَ
بَيْنَكُمْ مَوَدَّةً وَرَحْمَةً ۚ إِنَّ فِيْ ذٰلِكَ لَآيٰتٍ لِّقَوْمٍ يَّتَفَكَّرُونَ (٢٢)

And of HIS Signs is that HE has created wives for you from among yourselves that you may find peace of mind in them, and HE has put love and tenderness between you. In that, surely, are Signs for a people who reflect (30:22)

هُوَ الَّذِي خَلَقَكُمْ مِّنْ نَّفْسٍ وَاحِدَةٍ وَجَعَلَ مِنْهَا زَوْجَهَا لِيَسْكُنَ إِلَيْهَا ۚ

HE it is Who created you from a single soul and made therefrom its mate, that he might find comfort in her. (7:190)

These verses signify that marriage is meant for the attainment of peace of mind and mutual love and affection. Allah has also said that marriage is the means of attaining piety and of guarding one's chastity.

He says:

هُنَّ لِبَاسٌ لَّكُمْ وَأَنْتُمْ لِبَاسٌ لَهُنَّ ط

They are a sort of garment for you and you are a sort of garment for them.... (2:188)

Annual Scheme:

All office holders should pay some Sadqa, offer Nawafil Prayers and write a letter to Hazoor Aqdas. In this way we can perhaps win the blessings of Allah in achieving these targets.

The following annual plan should be prepared and implemented at Regional and Majlis levels. Plans should include the following targets:

Annual Targets in 2023:

Targets for Majaalis		
S.	Description	Minimum Target
1	One speech on Rishta Nata during the year	Each Majlis should have one speech on this topic at their Majlis Tarbiyyat forum during the year
2	Rishta Nata Tarbiyyat Videos	TWO Rishta Nata videos should be shared with each Nāsir across each Majlis per Month.
Targets for Regions		
S.	Description	Minimum Target
1	One speech on Rishta Nata during the year	Each Majlis should have one speech on this topic at their Majlis Tarbiyyat forum during the year
2	Rishta Nata Coffee Mornings	Each Region should hold a minimum of one coffee morning event in a year.
3	Blue & Pink Stickers	Blue and Pink stickers should be implemented at the regional Ijtema as well as other Regional events.

- **Tarbiyyat Forums on Rishta Nata**

A Tarbiyyat Forum on the subject of Rishta Nata should be addressed at both Regional level and at Majlis level as well.

The followings points should be covered during this Forum:

- The role of parents in finding a suitable Rishta.
- Importance of marriage and how to lead a happy marriage.
- Benefits of marrying within the Jamā'at.

- **Rishta Nata Tarbiyyat Videos**

'Two videos per month' should be shared to every Ansār across the Majlis.

Short bite size video content already exists online which provides so much wisdom on the topic of marriage. These videos mainly comprise of various questions answered on this topic by our beloved Huzoor e Aqdas^(aba) and Khalifa rabe'^(rh) and are a valuable resource for the whole family to benefit from. These short bite size videos are an excellent method of sharing knowledge and will therefore assist in helping people when searching for a Rishta.

Links to these videos can be obtained from the following Ansār webpage for Rishta Nata where almost 50 videos have been uploaded: <https://Ansār.org.uk/rishtanata>

- **Rishta Nata Coffee Mornings (Regional)**

One Coffee morning should be held at Regional level in a year.

- These should be informal gatherings which allow people to meet and chat with others in a relaxed environment over light refreshments.
- Some form of help and guidance should be made available during these events in order to assist people in talking to each other.
- Other nearby regions can also be invited to attend, and people can be left to network and meet one another at their own leisure.
- Pink and blue stickers should also be made to all attending as this will assist in easily identifying those with children of marriageable age.

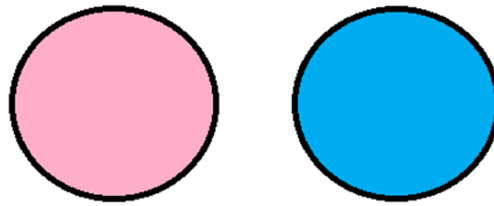
- **Blue & Pink Stickers (Regional)**

Blue & Pink stickers (and guidance on its use) should be made available at the Regional Ijtema as well as other Majlis Ansārullah 'Regional' events.

One of the advantages of attending Regional Jamā'at events is that you get to meet many people. Some may be people you do not know, and others may be people you already know. We hold a variety of regional events throughout the year and attending these is also a blessing within itself.

Placing a small, coloured sticker on your clothes (or a registration badge) is a very subtle way of showing others that you have children of marriage age. People will indirectly see this badge being worn during events and it may help to encourage Ansār to talk to one another and could assist in two people having a conversation about a possible match.

Pink sticker = Daughter. Blue sticker = Son



Ansār can choose to wear this at their own free will and no data should be collected from any Ansār wishing to take and use the sticker(s). These stickers should be self-produced internally by the Region / Majlis.

Qiādat Māal

Budgets should be made according to the prescribed rates, by Local Majlis and sent it to Markaz within the allocated time.

Please note that the new Budgets should be made according to the following prescribed rates:

- Chanda Majlis Ansārullah is 1% of the monthly income for every month.
- Chanda Ijtema fixed at **3%** of one month's income to be paid once a year or **£24** per year, whichever is higher.
- The subscription to "Ansāruddin" is **£5** per year.
- The target that each Majlis has been given of their regular budget should be evenly and regularly collected monthly.
- Each Za'im Majlis must contact all non-payers to improve the number of Chanda participants.
- All Zo'ama/Za'im-e-A'lā/ Regional Nazimeen A'lā will be updated about the collection of Chanda on bi-monthly basis in the months of March May, July, September, and November.
- Collection weeks will be held to improve the Chanda Collection on bi monthly basis.
- Meetings with All Zo'ama / Za'im-e- A'lā / Nazimeen-e- A'lā and their Māal team will be held through Zoom platform.
- No Chanda should be collected without issuing a receipt.
- Budget for the year of 2024 must be prepared and submit to Markaz before **10th of December 2023**.

Mosque Fund – Wales

Efforts will be made to complete collections of Mosque Fund - Wales promises during the year 2023, our aggregate target will be £1,000,000.

Charity Walk for Peace

- Special efforts will be made to increase donations and Standing Orders for **Masroor Eye Hospital**
- **High Fund Raisers** will be contacted to generate more funds
- **"Just Giving"** campaign will be introduced at Majlis level more effectively this year
- **Charity Collection Boxes** will be placed at shops and business premises
- **Poppy Appeal** will be launched in October to raise funds.

Standing Orders

Each Za'im will be requested to increase at least 5 more standing orders in large Majālis and 2 more in small Majālis. In addition, all new Ansār joining Majlis Ansārullah this year will be requested to

pay their Chanda through standing order. Target for this year is to achieve at least 1200 standing order form.

Gift Aid

Each Za'im will be requested to collect Gift Aid Form from tax payer. Target for this year is to achieve at least 1000 Gift aid forms for Ansārullah and 400 Gift aid forms for Charity Walk for Peace.

To achieve the targets, Qiādat Māal will organise visits to Majālis and Regions, all help and support will be provided to Zo'ama Majālis and Regional Office bearers of Ansārullah.

Expenditure Instructions:

We are a registered charity. This requires us to maintain our financial records, abiding by the rules of the regulatory authority. Please ensure you maintain a record of all documentation.

- Expense claims forms can't be processed without signatures and date by the claimant and approval by relevant head of department.
- Please use the prescribed forms & please don't use self-created forms.
- Don't use correction fluid, just cut through neatly and rewrite.
- Write clearly in BLOCK LETTERS.
- Please keep a copy of your receipts and form for your own records.
- When you receive any cheque from us please keep the photocopy in your record.
- Receipts must indicate the type of expense. Also provide details and purpose of expense.
- Original receipts must be attached firmly on a separate sheet. Photocopies/Faxes are invalid. Without receipts no claim will be accepted.
- On one page attach the receipts for one Expense Head only.
- For food and travel, fill in the relevant form.
- Please ensure that the form is fully completed and supported with all relevant receipts.
- Incomplete forms may cause delays in process and approvals.
- Expenses mentioned must incur wholly, exclusively and necessarily for the approved purpose.
- For expenses on any major event please seek prior approval from Sadr Majlis Ansārullah UK. Please provide details of your proposed expenses.
- Please submit the Accounts immediately after the event.
- In case of advance/Grants, please ensure to return the outstanding amount to Markaz by cheque or cash.

Qiādat Isa'ar

What is Isa'ar:

Isa'ar means giving preference to others over oneself (Selflessness).

As “Helpers of Allah” it is our obligation to help with the welfare of Allah’s creations.

According to the instructions of Hazrat Ameer ul Momineen أيده الله تعالى بنصره

العزیز Ansār should visits to the elderly homes Ansār on a regular basis.

Make every effort to visit any Ansār brother who is ill or admitted in hospital.

Aim:

Implement programmes in order to sympathise with Allah’s creatures, to serve them and to work for their welfare.

Objective:

To look after the welfare and needs of our elderly brothers by arranging social activities, bringing Ansār together, creating brotherhood, companionship and new friendship groups.

To engage Ansār with little contact with Ansārullah through regular activities and communication, building stronger ties with the Jamā’at.

To help and support the wider community and external charities.

Primary:

1. Creating a team to support these activities. Using the Sa’iqeen system to reach out to more Ansār
2. All over 65’s to be contacted a minimum twice a month
3. House Visits to the homes of elderly, sick and isolated Ansār. The focus of this visit is solely to find out how they are and if they need any help.
4. Visit sick and less abled members (particularly those in hospital) regularly.
5. Quarterly (as a minimum) gatherings / Isa’ar forums with over 65’s should be arranged. This should be a social event with the focus on building relationships and opportunity for members to talk to each other.
6. Providing support to the bereaved families. Visit them for Afsos, assist with funeral arrangements.

7. Social outdoor activities (picnics, bbq, outings and day trips to be arranged) at least twice a year
8. Providing general support and help where needed (for example with Transport, Shopping, Cleaning)
9. Identify and submit list of terminally ill and less abled members of Jamā'at to the centre.
10. Provide general support to the sick and less abled members.
11. Arrange session on medical issues impacting senior citizens at least once a year
12. Building bond of brotherhood so Ansār are comfortable asking for help.
13. One Regional Isa'ar forum to be arranged for Zo`ama Majālis and Muntazimeen. Interactive workshops should be arranged to develop the Region. This will be supported by the Central Isa'ar Team.
14. Monthly Regional Isa'ar office bearers meeting to be held to discuss activities and developing strategies going forward.
15. Monthly Reporting of activities.

Secondary:

1. Hospital & Care home visits.
2. Homeless Feeding. Food should be prepared and distributed to the homeless. This can be through a homeless shelter, food bank or on the streets.
3. Supporting local charities. Approach local charities and provide support. Contact the local Mayor and support their chosen charity. Supporting bucket collection and poppy appeal

Environmental Issues:

- Tree Planting. Region to arrange tree planting either locally or fund tree planting in another country (2 trees per Ansār)
- Litter Picking. Arrange local street/area to be cleaned minimum twice a year. Contact local council to identify area.
- Encouraging Recycling within the Jamā'at

Blood Donation

- Members to be encouraged to donate Blood. On a Regional level arrange session by finding out where the local blood donations are being held and promoting members to book appointments.

Visiting the less abled and sick

- Regions to visit sick and less abled members (particularly those in hospital).
- Regions to submit list of terminally ill and less abled members of Jamā'at to the centre.
- Regions to provide general support to the sick and less abled members.

National Isa'ar Ashra (twice a year)

- Plan and implement programme supporting the departments' objectives during the Ashra.
- Dates to be confirmed by the national team.

Qiādat Tabligh

يَا أَيُّهَا الرُّسُولُ بَلِّغْ مَا أُنْزِلَ إِلَيْكَ مِنْ رَبِّكَ ۚ وَإِنْ لَمْ تَفْعَلْ فَمَا بَلَّغْتَ رِسَالَتَهُ ۚ

(المائدة: 68)

O Messenger! Convey to the people what has been revealed to thee from thy Lord; and if thou do it not, thou hast not conveyed His Message at all (Al-Ma'idah 68)

وَمَنْ أَحْسَنُ قَوْلًا مِّمَّنْ دَعَا إِلَى اللَّهِ وَعَمِلَ صَالِحًا وَقَالَ إِنَّنِي مِنَ الْمُسْلِمِينَ (٣٣)

(حَمَّ السَّجْدَةِ: 34)

And who is better in speech than he, who invites men to Allah and does righteous deeds and says, I am surely of those who submit

(Ha Mim As-Sajdah: 34)

أَدْعُ إِلَى سَبِيلِ رَبِّكَ بِالْحُكْمَةِ وَالْمَوْعِظَةِ الْحَسَنَةِ وَجَادِلْهُمْ بِالَّتِي هِيَ أَحْسَنُ ۚ إِنَّ رَبَّكَ هُوَ أَعْلَمُ بِمَنْ ضَلَّ عَنْ سَبِيلِهِ وَهُوَ أَعْلَمُ بِالْمُهْتَدِينَ (١٢٦)

(النحل: 126)

Call unto the way of thy Lord with wisdom and goodly exhortation, and argue with them in a way that is best. Surely, thy Lord knows best who has strayed from His way; and He knows those who are rightly guided.

(An-Nahl: 126)

وَإِنْ تَوَلَّوْا فَإِنَّمَا عَلَيْكَ الْبَلَاغُ ۚ

(آل عمران: 21)

But if they turn back, then thy duty is only to convey the message.

(Aal-e-Imran:21)

The Holy Prophet ﷺ

عَنْ سَهْلِ بْنِ سَعْدٍ رَضِيَ اللَّهُ عَنْهُ أَنَّ النَّبِيَّ صَلَّى اللَّهُ عَلَيْهِ وَسَلَّمَ قَالَ لِعَلِيِّ رَضِيَ

اللَّهُ عَنْهُ قَوْلَ اللَّهِ لَا يَهْدِي اللَّهُ بِكَ رَجُلًا وَاحِدًا خَيْرُكَ مِنْ حُمْرِ النَّعَمِ (مسلم)

Narrated Sahl Bin Saud: Hazrat Prophet Muhammad (May peace and blessings of Allah be upon him and his progeny) told to Hadhrat Ali (May peace be upon him) that if Allah guides through you one person; it is better for you than the nice red camels. (Muslim)

The Promised Messiah عليه السلام says

"I have been sent for the [sole] purpose of conveying this message to God's creation that among all the religions in the world, the religion which is concordant with God's will is the one which the Holy Qur'ān has brought forward; and the door that leads to the house of salvation is [to claim] that there is no God but Allah and Muhammad ﷺ is His prophet".

The Promised Messiah عليه السلام held a strong passion for Tabligh. He says:

"If it is up to me, I will go house to house to preach the true religion of God and save people from this destructive shirk and kufr which has spread throughout the world. If God Almighty teaches me English, I myself will roam around [the earth] and do Tabligh. And I will spend all my life doing Tabligh even if I am killed [fulfilling] this endeavour". (Malfozat, Vol:3 Page:291-292)

Hazrat Khalifatul Masih V عليه السلام

"Every Ahmadi who has taken firm oath to the Promised Messiah عليه السلام, it is his duty to fulfil it and spread the message to every individual of this nation which the Promised Messiah عليه السلام has vouchsafed to him. (Friday Sermon: 22 September 2006)

"Spread and preach the truth and guidance to the world which you have accepted. This should not be the concern if people accept it or not. The message should be conveyed to every citizen; every Ahmadi should convey the message to citizens of every country. This is the work which the Promised Messiah عليه السلام has imparted on us." (Jalsa Salana Belgium 2018)

"If we will be asked, it will be this much, which Allah the Exalted will ask us, that have we conveyed the message? Or why have we not fulfilled our obligation to do Tabligh? Or why have we not acted on the commandments of Allah the Exalted? To continue to work consistently is our job, our work is to preach, to convey the message. To impart on people the beautiful teachings of Islam is our job and we must continue to do so."

(Friday Sermon: 8 Sep 2017)

Many Ansār have plenty of time on hand. Instead of [wasting it off by] sitting at home and bothering the family, Ansārullah needs to devise a scheme to allow them to utilize their members for Tabligh and the aforementioned Ansār should present themselves in this endeavour and provide a helping hand in this field". (Ansārullah Ijtema 2009)

Therefore, this virus has compelled the world to reflect about returning to God. However, the True God and the Living God is only the God of Islam ... Thus, in these circumstances, where we need to reform ourselves, we also need to effectively carry out Tabligh [propagating the message of Islam]. We must, more than before, acquaint the world with Islam. Moreover, every Ahmadi should try and inform the world that if you desire salvation, then you must recognise your God Who has created you. If you desire a noble end, then recognise your God Who has created you; because the best end is the life in the hereafter. Do not hold associates with Him and fulfil the right of His creation. So, we must always make this effort, may Allah enable everyone to do so.

(Friday Sermon: 20 Mar 2020)

AIMS & OBJECTIVE:

As per constitution of Majlis Ansārullah, Qiādat Tabligh is to prepare all members of Majlis Ansārullah to practically participate in preaching and is responsible to prepare schemes for preaching and motivates the Majālis to use all their resources to implement it.

MAJLIS TARGETS

LOCAL TABLIḠ COMMITTEE – MONTHLY MEETING:

- Muntazim Tabligh will be the head of all Tabligh related activities in his Majlis
- Local Tabligh Committee should consist of Muntazim Tabligh, Naib Muntazim Tabligh Social Media and Sa'iqeen with the approval of Za'im Majlis
- Committee should implement Tabligh Plans at Majlis level in line with annual target set by Qiādat Tabligh
- Hold Local Tabligh Committee Meeting **every month** to review Tabligh activities of Majlis and to seek ways to improve these activities
- Make special efforts to ensure participation of all Ansār brothers in Tabligh programmes
- Maintain record of Tabligh items provided by Qiādat Tabligh
- Implement a mechanism to have monthly report regarding Tabligh Endeavours from every Nāsir
- Ensure to send detail Tabligh report, along with purpose-meant appropriate pictures of the event to Qiādat Tabligh
- Send details of new Bai'at (copy of Bai'at form), achieved by any Nāsir, to region as well as to Qiādat Tabligh

INDIVIDUAL PROJECTS FOR ANSĀR – AT LEAST ONCE A MONTH

- Ansār to improve individual spiritual status, self-reformation and self-education
- Majālis to ask members to write a letter for prayer every month for success of Tabligh efforts to Hazrat Khalifatul Masih^{aa}
- Majālis to encourage and help Ansār brothers to become Daʿiān ilAllāh and to focus on **individual contacts**
- Individual Ansār to maintain at least **3 contacts** on regular and long term 1-2-1 basis. These can be friends, colleagues, neighbours, relatives or any other Tabligh contacts
- Invite Tabligh contacts to coffee mornings, 1-to-1 meetings, Iftar, Eidul Fitr, Eidul Adhiya, Jalsa Salana, etc. Distribute sweets, gifts, books, season greeting cards etc.
- Ansār should involve in local charities, interfaith and neighbourhood groups
- Ansār should also be given tasks to preach members of their own ethnic community-

TABLĪGH STALLS PROJECT- CITY TABLĪGH STALLS – TWICE A MONTH

- Tabligh stalls are an effective way of getting in touch with public, conveying them message of Islam-Ahmadiyyat and getting Tabligh contacts
- Majlis to hold **at least 2 City Tabligh stalls every month.**
- The **quality** of these stalls should be of high standards
- Majālis can also hold community focused Tabligh stalls with relevant contents, if possible-

VILLAGE TABLĪGH PROJECTS**• VILLAGE VISITS TO ESTABLISH CONTACTS – MONTHLY**

- Majālis to visit allocated villages at least once a month to establish contacts with village charities, council, schools, churches, other faiths and similar village-based organisations

• TABLĪGH STALLS – MONTHLY

- Organise Tabligh Stalls in allocated villages every month. Majālis can also distribute leaflets at Tabligh stalls

• PEACE FORUMS – YEARLY

- Organise Peace Forum with churches and/or other faiths in allocated villages. Local dignitaries should be invited in these forums. This event should be properly planned well in advance and advertised using different media including social media. It can be held during **October ‘Ashra Tabligh**

- **TABLĪGH EXHIBITION – YEARLY**

- Organise Tabligh Exhibition in Village Summer Fair & Country Market and distribute leaflets to convey the message of Islam-Ahmadiyyat

EID CELEBRATION – YEARLY

- Majālis are requested to celebrate Eid ul Fitr and invite neighbours & Tabligh contacts
- This event can be held during April/May 'Ashra Tabligh

KING'S CORONATION CELEBRATION – YEARLY

- Majālis to organise a neighbourhood gathering (street party) for residents and neighbours to celebrate the coronation of His Majesty King Charles III
- This event should be held on Saturday 06 May 2023 to coincide with the official ceremony that will take place at Westminster Abbey, London

NEW IMMIGRANTS:

- Majālis should focus on new immigrants / refugees and join their seasonal and religious events
- Establish contact with local refugee councils and similar organisations
- Invitations for various interfaith events and peace forums should be extended to these places to engage with new immigrants
- During Ramadan and Eid celebrations, Majālis and Regions are encouraged to share timings of prayers and Iftar in their local mosques with these places

MEDIA (PRINT, ELECTRONIC & SOCIAL MEDIA):

- Appoint a Naib Muntazim Tabligh for Social Media in the Majlis
- Majlis should encourage Ansār to follow Qiādat Tabligh Twitter account, **@UKMuslims4Peace**
- Majālis to make sure that all members to take part in Social Media campaigns shared by Qiādat Tabligh via region
- Ansār to share Tabligh leaflets and campaign posters such as "The Messiah Has Come" via Social Media (e.g. WhatsApp, Twitter, Instagram, Facebook, etc.)

MEDIA TRAINING SESSIONS – QUARTERLY

- Organise a Social Media training for Ansār with the help of region on **quarterly basis**

- Emphasis should be given to increase social media accounts
- Train Ansār to create their personal social media accounts to strengthen the National Social Media campaigns
- Members should be encouraged to integrate in local community, interfaith and local charity social media groups
- **Targets:**
- All Local ‘Amila members, all Saf e Dom Ansār in the Majlis and **50% of Tajneed** should have active twitter account.
- Every Majlis to get at least one event report published / telecast on local media during the year

JALSA SALANA UK & BAI'AT TARGETS – YEARLY

- Every Majlis to bring at least **5 Guests** at Jalsa Salana UK
- Majālis to achieve **minimum of 2 Bai'at** in a year
- Each Majlis must work hard to achieve their targets-

REGIONAL TARGETS

Regions are responsible to make sure & monitor that all Tabligh projects are being implemented in Majālis

REGIONAL TABLIGH COMMITTEE – MONTHLY MEETING

- Nazim Tabligh will be the head of all Tabligh related activities in the region
- Every Region to appoint a Naib Nazim Tabligh for Media
- Regional Tabligh Committee should consist of Nazim Tabligh, Naib Nazim Tabligh Social Media and Muntazimeen Tabligh with the approval of Nazim A'lā
- All team members of Regional Tabligh Committee should take part in Majālis Tabligh activities
- Regions should conduct Tabligh Committee meeting on **monthly basis**
- Delegate different assignments to each member enabling them to act responsibly for their respective part.
- Review Tabligh activities reports of Majālis and analyse them for improvement as per guidelines
- Hold following events in the Region:
 - Da‘īān ilAllāh Classes, Mosque Open Day, Community Forums, Jalsa Seeratun Nabiﷺ, Tabligh Waqf ‘Arzi in Spain
- Make sure Majālis organise following events:
 - Leaflets Distribution, Tabligh Stalls in city & village, Village

Visits to establish contacts, Peace Forum in village, Eid Celebration in neighbourhood, King's Coronation Celebration, Tabligh Days, 'Ashra Tabligh, Individual Tabligh Sitzings, Media Training Sessions

- After every event, send reports along with purpose-meant appropriate pictures through **email (tabligh@AnsarulLahuk.org and **NOT through WhatsApp**)**
- Ensure to implement Tabligh Plan as Annual target set by Qiādat Tabligh. Oversee Majālis where there are some weaknesses on Tabligh activities
- Details of the Bai'at achieved by Ansār should be regularly sent to the Qiādat Tabligh & also keep record of those Bai'at in the region.
- Conduct a quarterly meeting with members of Local Tabligh Committee for progress improvement and to make Muntazimeen more dynamic
- Maintain record of items provided by Qiādat Tabligh

DA'ĪĀN KHUSOOSI & REGIONAL DA'ĪĀN CLASSES – MONTHLY

- Every Majlis should select at least **5 Ansār** and send details of these 5 Da'īān Khusoosi to centre through region. Special training on specific topics should be arranged on **monthly basis** by regions to train them for preaching
- The date & time for Regional Da'īān Classes should be fixed in advance. Regions can fix it on a particular date of the month (e.g., 3rd day of every month) or a set day (e.g., every 1st Tuesday of the month)
- Any Nāsir from the region can attend these classes but 5 Da'īān Khusoosi from every Majlis of the region must attend
- During these classes, organisers should try to keep Da'īān ilAllāh motivated towards Tabligh.
- Region can request local Murabbi Silsila as a teacher for all 12 classes. For a Region who cannot arrange a Murabbi Silsila, any Jamā'at scholar can be requested for these classes.
- The national team has a set of teachers available if required. Region should inform teachers of preferred language, i.e., English, Urdu or both. If you would like a teacher, please email to addl.tabligh@AnsarulLahuk.org
- Each class should consist of an introduction, detailed lecture on a suggested topic, group discussion with Q & A, and a commandment and dua from the Holy Qur'ān.

The suggested topics for these classes are as follows:

Month	Topic	Month	Topic
Jan	Existence of God	Jul	Women in Islam
Feb	Finality of Prophethood	Aug	Freedom of Speech / Jihad & Terrorism
Mar	Truthfulness of the Promised Messiah ^{as}	Sep	Common allegations against the Holy Prophet Muhammad ﷺ
Apr	Introduction to Bible & Jesus' Survival from the Cross	Oct	Introduction to comparative religions & Islamic sects
May	Need of Religion in Modern Age	Nov	Death of Jesus ^{as}
Jun	Authenticity of the Holy Qur'ān	Dec	Christmas and the Birth of Jesus ^{as}

MENTORSHIP PROGRAMME:

- A mentorship programme should be started at regional level to increase passion and skills for preaching.
- An experienced Da'ī ilAllāh to have another Da'ī ilAllāh attached with him where former will involve the later as much as possible in his preaching activities, train and teach him.
- Every Majlis to train at least one Nāsir under this programme.
- Provide progress in the additional section of monthly report and provide names of both mentor and mentee.

“THE MESSIAH HAS COME” LEAFLET DISTRIBUTION CAMPAIGN – VARIOUS TARGETS BASED ON TAJNEED

- Region to implement “**The Messiah Has Come**” leaflet distribution campaign to achieve target of 1.1 million leaflet distributions
- Yearly Targets will be provided to regions based on their Tajneed. Majālis will receive their targets from their region
- Qiādat Tabligh will arrange delivery of these leaflets to Regions and Regions are responsible for providing these leaflets to Majālis and for monitoring this campaign
- Leaflets to be distributed at public places (busy areas), Villages, Tabligh Stalls, Tabligh Exhibitions / Events, etc. (**NOT to distribute door 2 door**)

Competition

- Regions to provide names of Ansār and the Majālis, who would like to take part in this competition
- Names of Ansār who promise to distribute **3,000 leaflets** and Majālis who promise to distribute **10,000 leaflets** will be submitted to Huzoor-e-Aqdas ایدہ اللہ تعالیٰ بنصرہ العزیز for prayers
- Special prize will be awarded in recognition to those who will fulfil their promises and names will be submitted to Huzoor-e-Aqdas ایدہ اللہ تعالیٰ بنصرہ العزیز for prayers.

GIFT OF THE HOLY QUR'ĀN PROJECT – 48 COPIES FOR LARGE REGIONS & 24 COPIES FOR SMALL REGIONS

- Gift a copy of the Holy Qur'ān (Arabic text with English translation & short commentary) to schools, colleges, universities libraries, churches, mayors and council
- As a region, keep record of all the Holy Qur'ān gifted (Institute Name, Contact Person, Address, Email, Phone, Number of the Holy Qur'ān)
- The Holy Qur'ān can be displayed at Tabligh Stalls, but **CANNOT BE** distributed for **FREE**. If a Non-Ahmadi requests a copy of the Holy Qur'ān, then it can be delivered to their home or could be given on another meeting
- The Holy Qur'ān can be gifted at external facing events, like Charity Walk for Peace Cheque presentation, Peace Forums etc.
- All Ansār can participate in this blessed scheme by donating money for these Holy Qur'ān copies. Each copy costs £4.00 (pay to Za'im Majlis under head of the Holy Qur'ān and make sure to get a receipt)

COMMUNITY FORUMS – YEARLY

- Regions to run focused and targeted campaigns by holding Tabligh Conferences to answer problems and issues of local and different ethnic communities and groups, such as environment, drugs, knife crimes, gambling, domestic violence, mental health and alcohol etc.
- This can be arranged in their own languages; local newspapers as well as media can be invited to these forums

- Region should organise at least **one Community Forum in year**. It is suggested to hold this forum during Tabligh Day on **Sunday 03 December 2023**

MOSQUE OPEN DAY – YEARLY

- Every region to organise Mosque Open Day **at least once a year**. It is suggested to hold it on **Sunday 02 July 2023**
- During the Open Day, regions can organise Tabligh **Exhibitions** in Mosques & invite their contacts for further discussion
- **Schools** can also be approached to attend Mosque Open Day and a presentation for educational institutes by Qiādat Tabligh can be delivered to students.

JALSA SEERATUN NABIﷺ – YEARLY

- Regions to hold at least **one Jalsa Seeratun Nabiﷺ** during the year. It is suggested to hold it on **Saturday 26th August 2023**
- The target audience of Jalsa Seeratun Nabiﷺ should be Non-Ahmadi Muslim contacts

TABLIGH CONTACTS:

- Regions should have relationship with Tabligh related contacts
- Maintain a contacts register (individual Tabligh contacts & organisations e.g., interfaith groups, school, church etc.)
- A strong contact follow-up method should be adopted that is compliant with GDPR.

MEDIA:

- Region to appoint an Additional Nāzim Tabligh for Media with the approval of Nāzim A'lā
- Regions to make sure through Majālis that all members take part in Tabligh on various social media platforms, such as Twitter, WhatsApp and Facebook
- Regions should encourage Majālis and Ansār to follow Qiādat Tabligh Twitter account, **@UKMuslims4Peace**
- Cover events, publish articles, respond to allegations and place adverts on print and electronic media
- Contact print and electronic media well ahead of the scheduled programme to achieve its coverage before and after the event (invite Local and National Newspapers, Radio and TV Channels etc.)

- Develop good relationship with journalists and editors
- Regions to run Media trainings for Majālis **on quarterly basis** on how to create social media accounts and how to make contacts with media.

TABLĪGH WAQF ‘ARZI IN SPAIN – YEARLY

- Region to send a team of Waqfeen Ansār to Spain for Tabligh purpose (The team should consist of minimum of 5 Ansār)
- Waqfeen should go to Spain at least once a year for 2 to 7 days
- Boarding, lodging and international travelling will be responsibility of an individual Nāsir, however Spain Jamā’at will be requested for maximum support.

TABLĪGH DAY / ASHRAH TABLĪGH & OTHER EVENTS

MEETINGS WITH NAZIMEEN TABLIGH – MONTHLY

- Monthly Meetings with Nazimeen Tabligh will be held to train Nazimeen Tabligh on administrative aspect of Qiādat work
- Meeting with Nazimeen Tabligh will mostly held on the last Sunday of every month (it will change in few months)

MEETINGS WITH MUNTAZIMEEN TABLIGH – TWICE A YEAR

- Meetings with Muntazimeen Tabligh will be held to improve Tabligh related work at all levels
- Muntazimeen Tabligh, Zo’ama and Nāzimeen Tabligh should attend these meetings
- Meeting with Muntazimeen will be held as follows:
 - i) **Refresher Course** (Jan 2023)
 - ii) **National Tabligh Seminar** (Sunday 26 March 2023)
 - iii) **Meeting with Muntazimeen Tabligh, Zo’ama & Regional Tabligh Committee** (May 2023)
 - iv) **Mid-Year Review Meetings with Muntazimeen Tabligh** (Virtual – August 2023)

NOTE: Meeting dates may change with prior announcement; meeting agenda will be circulated before the meetings.

SOCIAL MEDIA CAMPAIGNS – MONTHLY

- Central Social Media team to run different Social Media campaigns every month
- Centre or Region to provide contents for social media for Ansār to copy and share on their accounts (e.g., posters, videos)

- The topics of these campaigns will be as follows:

Month	Topics	Month	Topics
Jan	<ul style="list-style-type: none"> Care of Society Existence of God Social Amity 	Feb	<ul style="list-style-type: none"> Atheism Prophecies of the Promised Messiah^(as) Hazrat Musleh Ma'ud^(ra)
Mar	<ul style="list-style-type: none"> Peace (Peace Conference) Ramadan Promised Messiah & Imam Mahdi^(as) 	Apr	<ul style="list-style-type: none"> Charity Eidul Fitr Jesus^(as)
May	<ul style="list-style-type: none"> Love for the Nation (King Charles III) Respect for All Khilāfat 	Jun	<ul style="list-style-type: none"> Community Care Charity Walk for Peace Hajj & Eidul Adhia
Jul	<ul style="list-style-type: none"> Mosque Finality of Prophethood Jalsa Salana UK 	Aug	<ul style="list-style-type: none"> Freedom of Speech Jihad The Holy Qur'ān
Sep	<ul style="list-style-type: none"> AMEA UK Ijtema Peace (International Peace Day) Seeratun Nabi^(sa) 	Oct	<ul style="list-style-type: none"> Prophets of God Truthfulness of the Promised Messiah^(as) Peace (Peace Forum)
Nov	<ul style="list-style-type: none"> Poppy Appeal Interfaith 	Dec	<ul style="list-style-type: none"> Jalsa Salana Qadian Season's Greetings

FOCUSED SOCIAL MEDIA CAMPAIGNS – 4 IN A YEAR

- Following focused Social Media campaigns will be run throughout the UK:
 - Hadhrat Al-Musleh Ma'ud^(ra)**
 - **Date:** Monday 20th February 2023
 - Hashtags: #MuslehMaudDay #MuslehMaud
 - The Promised Messiah and Imam Mahdi^(as)**
 - **Date:** Thursday 23rd March 2023
 - Hashtags: #MessiahHasCome #PromisedMessiah #ImamMahdi
 - Khilāfat**
 - **Date:** Saturday 27th May 2023
 - Hashtags: #Khilāfat #Caliphate #CaliphOfMessiah
 - Holy Prophet Muhammad^(saw)**
 - **Date:** Wednesday 27th September 2023
 - Hashtags: #ProphetMuhammad #SeeratUnNabi #HolyProphet

TWITTER SPACES – SIX IN A YEAR

- Twitter spaces will be held from Qiādat Tabligh Twitter account, **@UKMuslimsForPeace** during Tabligh Days & ‘Ashrah Tabligh

NATIONAL TABLIGH DAYS – QUARTERLY

- National Tabligh Day will be held on following dates throughout the UK:
 - i) Sunday 19th February 2023**
 - ii) Sunday 11th Jun 2023**
 - iii) Saturday 26th August 2023**
 - iv) Sunday 3rd December 2023**

NATIONAL TABLIGH SEMINAR – YEARLY

- Centre to hold Annual National Tabligh Seminar. This will be an open forum for all Ansār members
- Regional and Local Tabligh Committee Members, Da‘īān Khusoosi and Ba Samar Da‘īān ilAllāh should be especially invited
- The seminar will Insha’Allāh held on **Sunday 26th March 2023** at Baitul Futuh Complex

NOTE: The detailed plans for National Tabligh Days, ‘Ashra Tabligh and Tabligh Seminar will be shared in Nazimeen Meetings before the events

TABLIGH REPORTING

- Submit detailed reports of any Tabligh related event along with appropriate photographs within 3 days to Qiādat Tabligh via email (tabligh@Ansārullahuk.org)
- Report of Tabligh Days & Ashra Tabligh should be submitted within 3 days using google form shared by Qiādat Tabligh
- Regions should record their main events’ documentary and send video to Qiādat Tabligh.

SPECIAL INSTRUCTIONS

1. Ansārullah Tabligh Events should never clash with the programme of Jamā‘at.
2. Use representation of **Ahmadiyya Muslim Elders Association UK** when dealing with external bodies
Special Note about Photography: Please write on **“Invitation Cards”** that on this event pictures will be taken which may be used in Social and Print Media. If anyone does not agree then please inform the management of the event in advance
3. In case, expenses are involved to hold an event, please ensure to **seek prior approval** by sending **Tentative Budget** with necessary details through Qā‘id Tabligh to Sadr Majlis Ansārullah UK

4. Contact Qā'id Tabligh to **seek prior approval** of the following: **(1.** Invitation Cards for guests. **2.** Programme and Agenda of the session. **3.** Seating plan/Order of proceedings from stage of the event).
5. For Tabligh Q&A or Interfaith Events, arrange **REFRESHMENT** only
6. All on-duty as well as participating Ansār at a Tabligh event **must wear cap** preferably or otherwise exceptionally, at least have their heads covered, in appropriate way.
7. **Separate arrangements for Ahmadi ladies at Tabligh events:** Implementation of Pardah and separate sitting/eating arrangements for female guests must be followed. Please ensure **No Hand Shake with Female Guests** during Welcome/Good Bye, in any case. Some appropriate way to this should be sorted out, on priority, with the help preferably of, Murabi Silsla to have a better advice.
8. Submit **Tabligh Activities / Events Report** of all Majālis of Region. Detailed reports along with the pictures must be sent for publication within 3 days. Please send all Tabligh event reports to Qiādat Tabligh via email to: tabligh@Ansarulillahuk.org

Qiādat Zahānat wa Sihāt Jismāni

Objective:

Educating and practically supporting members to achieve a healthy, active and balanced lifestyle to deliver improvement in their mental and physical wellbeing.

Aims:

1. Educate Ansār on the wider benefits to achieve a healthy and balanced lifestyle and how to achieve this.
2. Promote key tools to promote health and wellbeing that link in with key Islamic teachings i.e. regular fasting, mindfulness and physical fitness.
3. Encourage Ansār to take part in the weekly voluntary fast once a week on a Thursday as instructed by beloved Huzur.
4. Encourage Ansār to exercise regularly, inform how to exercise and provide the tools and techniques to do so.
5. Raise awareness of factors affecting Men's Health
6. Organise regular leisure activities that members of the Majlis can participate in.
7. Organise regular sports activities and events at local, regional and national level
8. Ensure individual and team sports activities take place as part of the Annual Ijtema

Deliverables - Majlis:

All local Majālis will be monitored on the following monthly activities:

1. Number of Ansār who exercise regularly (for at least 30 minutes 3 times a week)
2. Number of Ansār who fast once a week (on Thursday as instructed by Huzur Aqdas).
3. Awareness session delivered at a local meeting
4. Awareness session materials distributed to all Ansār
5. Number of leisure or sports activities organised by Majlis and Attendance
6. No of Regional/National Sports Events attended and Attendance (from Majlis)
7. Sports at Local Ijtema - please provide separate report

Awareness Session:

All Majālis are required to hold a short session to raise awareness of factors that affect physical and mental health – it is recommended that this is done as part of the monthly general meeting. Material will be made available by Qiādat Zahānat wa Sihāt Jismāni. However, it is

recommended that an interactive format (discussion) is used to discuss the topic and raise awareness. All materials should be distributed to all Ansār in the Majlis so those who did not attend can still benefit.

Month	Topic
Jan-Feb	Benefits of Fasting
Mar-Apr	Importance of movement (stretching) and Good Back Care
May-Jun	Diet & Nutrition and Dangers of Insulin resistance
Jul-Aug	Mental Health
Sep-Oct	How to Exercise
Nov-Dec	Medical Matters

Deliverables – Regions

All Regions will be monitored on the following:

1. Monthly meeting with local Muntazmeen to prepare delivery of awareness sessions and sports activities
2. Activities organised to compliment the Monthly awareness topic and promote discussion
3. No of regional activities held and Attendance
4. No of regional/national sports competitions held/attended and the Attendance
5. Regional Ijtema - sports events (please provide separate report)

NB. Regions will also be monitored on the information provided by their Majālis. i.e., number of Majālis that held sports events and the number of Majālis that held Awareness sessions etc.

National Sports and Leisure Events/Activities:

The National Team will, Insha'Allah, endeavour to organise the following events during the year.

1. Badminton & Table Tennis Tournament
2. Football Tournament
3. Cricket Tournament
4. Hiking Events
5. Cycling Events
6. Clay Pigeon Shooting Events
7. Fishing, Hunting and Golf Clubs

Cycling Club

- As per rule number 130 of Constitution Majlis Ansārullah It is a responsibility of Na'ib Sadr Saf Dom shall see that members of Saf Dom own bicycles and promote cycling amongst them.
- As per rule number 131 Na'ib Sadr Saf Dom shall see that maximum number of members of Saf Dom participate in the programme of cycling with the purpose of meeting the people and doing social service.

Cycling is something that the Khulafa of Ahmadiyyat have encouraged as it is also a great way to keep fit and healthy.

Hazrat Khalifatul Masih V, may Allah be his Helper, in a virtual Mulaqaat with the National Amila of Majlis Ansārullah Australia, Huzoor aa said:

“Encourage the members of Ansārullah to use bicycles. At least on short distances they should use bicycles instead of using cars and motorbikes or something else. So, Majlis Ansārullah should also play its role to clean the environment by using bicycles.”

Hazrat Khalifatul Masih III rh said:

“In order to maintain good health, cycling is very beneficial. I desire for a campaign to be run in the Jamā'at for them to cycle as much as possible. This exercise is very beneficial [...] If one cycles slowly then to cycle a 100 miles in one day is not hard at all [...] If a 100,000 Ahmadis cycle a 100 miles then in one day they will have cycled 10 million miles [...]”

(Report Majlis-e-Mushawarat, 1973, pp. 34-35)

Mission Statement:

AMEA Cycling Club UK mission statement is to promote regular cycling to all UK Ansar as a means towards a healthy lifestyle, as well as using cycling to meet others and partake in social services.

With the approval of Hazoor Aqdas (aba) Majlis Ansārullah UK appointed a Muavin Sadr for cycling club under the supervision of Naib Sadr Saf-e-Dom.

Plan of Cycling 2023:

No.	Date	Program
1	24 th to 30 th April	International Cycling Event
2	10 th ,11 th June	Cycling Trip to Northern Regions
3	25 th Aug to 3 rd Sep	Cycling trip to Germany
4	22 nd Oct	London Iconic Site Visit

Qiādat Waqf-e-Jadīd

On December 27th, 1957 Hazrat Khalifatul Masih II (رضی اللہ تعالیٰ عنہ) started the blessed project called Tehrīk **Waqf-e-Jadīd** (The New Dedication).

Objectives:

- The primary objective of this project was to look after the spiritual upbringing of the members living in the rural communities.
- The secondary objective was to bring the message of Islam to Hindu population of the country. Up to 1986 the project was intended mainly for the rural communities of Pakistan. However Hazrat Khalifatul-Masih IV (ra) broadened the scope of this project and now all the countries of the world are within the scope of this plan.

Hazrat Khalifatul Masih II (رضی اللہ تعالیٰ عنہ) explaining the importance of this blessed scheme stated:

"This is the undertaking of Allah, and He Himself will complete it. Since it is Allah Almighty Who has put this inspiration in my heart, I shall endeavour to fulfil it even if I have to sell my house and my clothes to do so and even if not a single person assists me. Allah shall cut them off from the Jamā'at who are not helping me in this regard and will send down angels from heaven to help me"

(Friday Sermon, January 5, 1958)

Role of Regional Nazim Waqf-e-Jadīd:

- To understand the importance of Waqf-e-Jadīd scheme.
- To make their respective Muntzimeen aware of the importance of this scheme.
- To ensure that there is a Muntazim Waqf-e-Jadīd appointed, motivated and actively working in every Majlis in your region.
- To keep active and regular communication with every local Muntazim Waqf-e-Jadīd in your region.
- To increase Ansār participation to 100%.
- To provide to every Muntazim the list of Ansār who contributed towards Waqf-e- Jadīd during the year 2022 in their Majlis.
- To hold Refresher Course for Muntzimeen twice a year with the help of Qāid Waqf-e-Jadīd i.e., March and September 2023. The dates will be announced in due course.
- To carryout monthly meeting with all Muntzimeen Waqf-e-Jadīd.
- To send report to Qāid Waqf-e-Jadīd by **10th of every month** for previous month's work.

- To hold **“Waqf-e- Jadīd Day”** in every Majlis and region three times a year i.e., April; July and October. The dates will be announced in due course.

Role of Muntazim Majlis Waqf-e-Jadīd:

- To understand the importance of Waqf-e- Jadīd Scheme and to attend Refresher Course for Muntazimeen twice a year organized by Qiādat Waqf-e-Jadīd i.e., March and September 2023. The dates will be announced in due course.
- To contact every Nāsir in their Majlis and making them aware of the importance of Waqf-e-Jadīd scheme.
- To motive Ansār who have not contributed during 2022 to take part in 2023. Muntazim can find this information from the list of Ansār who paid in 2022 in their Majlis from Regional Nazim.
- To motivate Ansār who contributed £10 or less to increase their contribution, if possible, in 2023.
- To make aware every “New Ahmadi” Nāsir to participate in this scheme. You can get their details from Muntazim Nau Muba‘in or Zaeem in your Majlis.
- As a family head, every Nāsir should be encouraged that ALL members of his household participate in this divine scheme. Chanda should even be paid on behalf of new-borns.
- To encourage every Nāsir to increase on the amount sacrificed by them in the last year.
- To encourage every Nāsir to try to continue the sacrifices of deceased relatives who used to pay Chanda Waqf-e-Jadīd.
- To hold **“Waqf-e- Jadīd Day”** in every Majlis and region three times a year i.e., April; July and October with the help of Regional Nazim Waqf-e- Jadīd. The dates will be announced in due course.
- A monthly report should be given to the Regional Nazim. The report should be sent by **5th of every month** for the work carried out in the previous month on the following basis:
 - 1) How many Ansār you have contacted this month?
 - 2) How many non-participants Ansār (from the previous year) have promised to pay this year?
 - 3) How many Ansār promised to increase contribution this year?

Note: The Waqf-e-Jadīd year begins on 1st January and ends on 31st December.

Qiādat Tehrīk-e- Jadīd

Tehrīk-e-Jadīd is a blessed scheme which starts from 1st November and ends on 31st October. It is our duty to make Ansār brothers aware of the importance of this scheme.

Hazrat Ameer ul Momineen: **ایده اللہ تعالیٰ بنصرہ العزیز** has urged Ansār to ensure that 100% of them take part in this blessed scheme.

Hazrat Khalifatul Masih Alsals **رحمہ اللہ تعالیٰ** says:

“Allah Almighty blesses a believer according to his intention but nowhere. He (i.e. Allah Taa’la) has mentioned that a human can achieve blessings merely on his intention. And as far as the promises and collections of Tehrīk-e- Jadīd is concerned the intention begins when a person makes his promise and then makes a firm pledge that he will pay off the amount he promised. However, those members who delay in making their promises for 15 days, 1 month, or 2 months, they become target of losing some of Allah’s blessings during this period.”

(Khutba Juma printed in Afzal 27th Feb 1966)

Hazrat Khalifatul Masih V **ایده اللہ تعالیٰ بنصرہ العزیز** said:

“It has come to my attention that in Tehrīk-e- Jadīd there is a lot of room for improvement. In some Jamā’at more than half of the members are not taking part in Tehrīk-e- Jadīd and it may also be the case with Waqf-e-Jadīd. Now Ansār must take this responsibility that you have to play a role to increase participation. First Ansār should ensure their 100% participation in these schemes, and then try to include their wives and children.”

(Ijtema Ansārullah 2006)

Targets

- Ansār brothers should be reminded to revive the accounts of their deceased elders of Daftar Awwal as Sadqa Jaria at least one.
- Chanda should be paid regularly if not at least quarterly.
- Those who make one of payment should do it in the beginning of year rather than leaving it till the end of year if possible.
- All Ansār should try to include all members of their family including new born babies.
- Every new Ahmadi Nāsir should also be brought into this blessed scheme.

- Zo'ama should urge Ansār to make sure that their dependents are included in this scheme.
- Zo'ama should obtain lists of non-participant Ansār in 2022 from their local Presidents and request those Ansār to take part this year. A report on how many non-participants have contributed should be given every quarter. As we require 100% participation this target should be of utmost priority.
- Zo'ama should get the lists of new Ansār coming from Khuddam-ul- Ahmadiyya and ensure that they take part. If Zo'ama faces any difficulty, they should contact Markaz immediately and we will try to help them.

Hold a “TEHRĪK-E-JADĪD Day” as an awareness campaign at the end of each Quarter to motivate Ansār brothers to be a part of this Devine Scheme, and to boost the activities of Qiādat Tehrīk-e-Jadīd in order to achieve our target of 100% participation of Ansār in each Region & Majlis.

Qiādat Tajneed

At the virtual meeting with our National Amila Member in the year 2021, our beloved Huzoor, Hazrat Khalifatul Masih V ایده اللہ تعالیٰ بنصرہ العزیز, had given a very important instruction to Qiādat Tajneed that:

“کیا آپ گھر گھر جا کر تجدید کاریکار ڈرست کر رہے ہیں؟“

Are we correcting Tajneed (enrolment) Record by reaching the doorstep of every member of your Majlis?

In the year 2023, Qiādat Tajneed plan would be based on *the above instruction of our beloved Huzoor* ایده اللہ تعالیٰ بنصرہ العزیز.

Primarily, the Qiādat Tajneed would focus on the following responsibilities:

- 1) Keep the Tajneed record correct and updated.
- 2) Activating the Sa'iqaen system in all Majālis of the UK.

To achieve our targets, Qiādat Tajneed has made a comprehensive plan to fulfil our responsibilities with a targeted approach to keep our Tajneed records up-to-date and reliable.

PLAN FOR THE YEAR 2023

ORGANISATIONAL EFFORTS:

- Qiādat will hold a **Refresher Course** at the beginning of the year for the introduction of this year's plan and for the training Qiādat Tajneed office holders.
- “**Ashra Tajneed Correction**”, at national level we will hold Ashra Tajneed twice a year. 1st in February and 2nd in September 2023. This is to reach every member of Majlis and verify/ rectify their data in the Tajneed record.
- **National Qiādat Tajneed review meetings** with all Regional Nazimeen Tajneed **every month**.
- **Qiādat Tajneed will hold meetings with each Region** (Nazim, Muntazmeen) twice a year.
- All Regions must submit their reports **every month** about the number of unresolved issues of Tajneed with the name of Majlis.
- Qiādat Tajneed is always available for the “**Resolve the Issues meeting**” any day, to all Zo'ama Majālis of those Majālis who are facing difficulties in resolving their pending Tajneed Issues.

- Qiādat Tajneed has provided code protected forms to **ADD or REMOVE a member from Tajneed record**. This is to make sure that Zo'ama, and office holders of Qiādat Tajneed should send the complete information which is required for each individual issue with code protection. It helps them to resolve their issue immediately.
- It is a responsibility of all regional Nazimeen Tajneed to complete the missing information in our record.
- Qiādat Tajneed will provide the up-to-date Tajneed lists twice a year to all Majālis of **only those Ansār whose details are not complete in our record to visit them** and get the missing information.
- Qiādat Tajneed will supervise a **Qiādat Tajneed HELP DESK** at all Regional Ijtimaat, and at the National Annual Ijtema of Majlis Ansārullah to have one-to-one meetings with Zo'ama and resolve their Tajneed issues.
- Qiādat Tajneed will provide the up-to-date figures of Tajneed of all Majālis every month.
- At National level we will keep on finding the Members of Majlis whose names are mentioned in the list of **“Unknowns”**.
- Efforts will be made to remind every member of Majlis Ansārullah UK by text messages, and at National, Regional & Majālis events, that it's their responsibility too:
 - i) To inform their Zaeem Majlis or Qiādat Tajneed if there is any change in their contact details.
 - ii) To inform old and new Zaeem Majlis about their new Address and Majlis if they are moving.

Measures to reach every Nāsir to correct Tajneed Record.

- According to Rule 202 of the constitution, making sure the appointment of Sa'iqaen upon 10 Ansār in 100% of Majālis.
- Measures to keep Sa'iqaen active by ensuring their monthly meetings should be held regularly. We will collect reports of their efforts every month.
- A **QIĀDAT TAJNEED Google Form** will be send to 100% Ansār of Majlis Ansārullah UK. This is to collect their up-to-date and correct details directly from them.

- In “Ashra Tajneed Correction”, every Sa’iq should visit 10 Ansār of his group to verify if the details in our Tajneed record are correct.
- Efforts will be made to remind every member of Majlis Ansārullah UK by text messages, and at National, Regional & Majālis events, that it’s their responsibility too:
 - i) To inform their Zaeem Majlis or Qiādat Tajneed immediately if there is any change in their contact details.
 - ii) To inform Zaeem Majlis about their new Address and Majlis if they are moving out.

ANNUAL TARGETS FOR THE YEAR 2023

1. Appointment of Sa’iqeen in 100% Majālis.
2. Activation of the Sa’iqeen system in all Majālis with literal and true spirit.
3. To collect and enter all the missing information in 100% of the entries in our Tajneed Record.
4. Find the members whose names are mentioned in the “**Unknown Members List**” and transfer them to Tajneed of the Majlis where they are living.

PRECAUTIONARY MEASURES:

- **Keeping in view General Data Protection Regulation (GDPR).** Qiādat Tajneed will take the responsibility to **protect the personal information of every member** of Majlis Ansārullah so that no one else can access it and there is no possibility of its misuse.

Qiādat Ishā'at

- Make sure that each member is receiving “Ansāruddin”.
- Ansār may be given choice to receive it electronically or in printed form.
- Provide email of those needing only electronic copies.
- Majālis / Regions should send their activities reports along with selected pictures (High resolution) for publication in “Ansāruddin”.
- Be a part, to improve the standard & quality of our electronic and print publications.
- Find and introduce Ansār brothers in your Majālis and Regions, who are journalists, writers', web designers, graphic designers, Photographers, etc.
- Majālis to encourage local businesses to advertise in “Ansāruddin”

Email address for all correspondence

Ansāruddin@Ansārullahuk.org

The Rates are as follows:

- Full page for whole year **£ 1,200**
- Half page for whole year **£ 650**
- Quarter page for whole year **£ 350**

History Majlis Ansārullah UK Project:

Following information is required to record the History of every Qiādat, Region & Majlis.

Regions & Majālis:

Details with photographs of any Forum / Seminar / Annual Ijtema / Charity Walk or any extra ordinary activity organised by Regions or Majālis.

Group Photos Required:

- Group photo Regional Amila.
- Group photo Local Amila of Majlis.

All Regions and Majālis are requested to share previous information and photographs. For this, call a special meeting wherein discuss with the elderly Ansār and send the information received from them to the Centre as soon as possible.

NOTE: Please send Reports & Photographs at following Email address:

History@Ansārullahuk.org

Qiādat Tā'leem-Ul-Qur'ān

Holy Qur'ān

Some of the verses of the Holy Qur'ān explaining the importance and blessings attached with the recitation, learning and teaching of The Holy Qur'ān.

ذَٰلِكَ الْكِتَابُ لَا رَيْبَ ۚ فِيهِ هُدًى لِّلْمُتَّقِينَ (٣)

(Al-Baqarah: verse 3)

This is a perfect Book; there is no doubt in it; it is a guidance for the righteous,

This a complete and perfect book, a book which possesses all the excellences that a complete and perfect book should possess.

(Five Volume Commentary, Volume 1, page 28)

وَلَقَدْ يَسَّرْنَا الْقُرْآنَ لِلذِّكْرِ فَهَلْ مِن مُّدَكِّيرٍ (١٨)

(Al-Qamar:18)

And indeed we have made the Qur'ān easy to understand and to remember. But is there anyone who would receive admonition?

Hadith of the Holy Prophet ﷺ

خَيْرُكُمْ مَن تَعَلَّمَ الْقُرْآنَ وَعَلَّمَهُ

“The best amongst you are the ones who learn Qur'ān and teach it to others”

(Sahih Bukhari, Hadith # 5027).

Study the Qur'ān in depth and adore it greatly. The love for it ought to be such that it compares to no other as God has addressed me and stated فِي الْقُرْآنِ الْخَيْرُ كُلُّهُ that is the Qur'ān contains all form of goodness.(Noah's Ark)

Hazrat Khalifatul Messiah V ايداه الله تعالى بنصره العزيز says:

“Every Ahmadi should take responsibility that he and his family should take interest in reading and reciting the Holy Qur'ān. If we are not reading the Holy Qur'ān the way it is required to be read then we should be worried and each individual should be asking this question to himself that in spite of being called an Ahmadi aren't we deviating from the path by not following the commandants?”

Annual Plan for Majālis:

Muntazim and Nazim Tā'leem ul Qur'ān should take active part in implementing this programme.

1. With the help of Za'im Majlis, make comprehensive plan to contact all Ansār. (Contacting here means that the information requested can be asked/conveyed in the general meeting to those Ansār who are normally present in the general meetings but other Ansār should be contacted by phone to achieve the below)

- Ask all Ansar if they recite The Holy Qur'ān daily.
- Inform them about Qur'ān classes and other programmes of Qiādat Ta'lim ul Qur'ān.

Above target should be completed by the **end of February**. This exercise should be repeated after six months in the months of **July and August** to remind Ansār about the programme of Tā'leem ul Qur'ān for the rest of the year, please.

2. There should be **a speech/information** about the importance of the Holy Qur'ān in one of the general meetings of **first three months** and another one in one of the general meetings during the months of July, August or September. (The leaflets provided by the Qiādat Tā'leem ul Qur'ān can be used for this purpose)

3. Each Majlis should hold at least one **local Qur'ān class every week** and effort should be made to have the maximum attendance possible. In these classes Ansār should be taught the correct recitation as well as the translation of the Holy Qur'ān.

4. All Ansār should be reminded and encouraged to attend **weekly National Tarjuma class** and continuous effort should be made to increase the attendance in that class.

- **Majlis level quiz:**

5. Each Majlis should held from the 50% of the syllabus for the first six months prescribed by Qiādat Tā'leem ul Qur'ān during the **month of April**.

6. Second Majlis level quiz should also be held using 50% of the syllabus of last six month prescribed by the Qiādat during the month of **September**.

7. The main purpose of holding these quizzes is to encourage Ansār to read the commentary of the Holy Qur'ān, therefore more and more Ansār should be encouraged to read the syllabus and take part in the local quiz. A team should also represent the Majlis in their regional quiz.

8. All Ansār and especially all office holders should be constantly reminded to take part in the **Waqf e Arzi scheme** organised by the central office of Secretary Tā'leem ul Qur'ān UK.
9. Muntazim Tā'leem ul Qur'ān should also find out in their Majlis if there is any Nāsir who still needs to **learn the Arabic text of the Holy Qur'ān**. Arrangement to teach such Ansār should be made one to one and assistance can be sought from the Qiādat Tā'leem ul Qur'ān in this case, if necessary.

Annual Plan for Regions:

- Remind and assist all Muntazmeen Tā'leem Ul Qur'ān about the implementation of the programme given to them by Qiādat Tā'leem Ul Qur'ān.
- To monitor the progress about the whole programme and especially the weekly local and national class, local and regional quiz and joining Waqf e Arzi scheme, a monthly meeting should be held with Muntazmeen Tā'leem Ul Qur'ān. A member of central team of the Qiādat can also be invited in this meeting.
- A regional **teacher training class** should be held every month in which at least same two Ansār should be represented from each Majlis. Guidance and assistance can be sought in this respect from Qiādat Tā'leem Ul Qur'ān, if necessary.
- A regional quiz should be held using 50% of the first six month syllabus prescribed by the Qiādat during the month of **May** and a second quiz during the month of **October/November** using 50% of the syllabus prescribed by Qiādat Tā'leem Ul Qur'ān.
- Send names of three Ansār from region to take part in the two national quizzes to be held one in the first weekend of **June** and then the second one in the first weekend of **December**, Insha'Allah.

Note: The position of each Majlis & Region will be judged after receiving the reports concerning the above points.

Syllabus for Quiz Competition (English) 2023:

- **First six months:**

1. Five Volume Commentary Vol 1, pages 209-279
2. Split word Translation Surah Al-Imran, verses 93 to 201

- **Second six months:**

1. Five Volume Commentary Vol 1 pages 279-330
2. Split word Translation Surah An-Nisa', verses 1 to 88

S. No.	Majlis Target	Minimum Frequency
1	Asking all Ansār if they recite the Holy Qur'ān daily with translation	Twice during the year
2	To motivate Ansār to recite, learn and teach the Holy Quran.	2 General Meetings
3	Teacher Training Class (Regional Target)	1 Class every Month
4	Tā'leem Ul Quran Class(Majlis level)	1 / week
5	Participation in weekly National Tajumatul Qur'ān Class	60% of Tajneed
6	Encourage Ansār especially Office bearers to take part in the scheme of Waqf-e-Arzi	All members of Majlis e Amila
7	Participation in National Tā'leem Ul Quran Quiz	4 th June & 3 rd Dec
8	Regional Quran Seminar	1 During the Year

Qiādat Tarbiyyat Nau-Muba'i'in

Maintain an up to date record within the first month of the year.

Zo'ama should attach one Nāsir with each Nau Muba'i'in to establish regular contact.

Make every effort to involve Nau Muba'i'in in regular monthly meetings and other activities of Majlis Ansārullah.

Majlis-e-Shūrā 2012, Proposal 2:

... Strengthen and maintain contact with Nau Muba'i'in on a regular basis and to integrate them with the Nizam-e-Jamā'at in their respective Majlis/Region

Nau Muba'i'in are classified as those members who are within 3 years from the date of their Bai'at.

Auditor

An Auditor must be appointed by Regions and Majālis after seeking approval from Sadr Majlis. The auditor must send monthly report through regional Nazim e A'lā as to how many Majālis he has audited that month.

Audit Objectives:

The main objectives in undertaking the audit are:

- All Chanda and other receipts have been banked and accounted for
- All expenses claimed have been properly incurred and accounted for

To achieve these objectives, the audit procedures need to ensure that the followings transaction risks have been mitigated.

No	Main risks relating to income:	Risks covered by Regional auditor	Risks covered by HO auditor
1	Chanda collected but no receipt issued or banked	X	
2	Receipts issued but money not banked/ banked after long delay	X	X
3	Receipts issued incorrectly (wrong AIMS number/wrong Majālis/ wrong Chanda type; incorrect amount; incorrect total)	X	
4	Receipt not recorded/ incorrectly recorded on collection statement	X	X
5	Receipt not recorded/ incorrectly recorded in AMIS		X
6	Receipt not recorded on timely basis/ in wrong period in AMIS		X
7	Expense claimed and paid but not incurred/ no supporting documents	X	X
8	Expense claimed and paid but not properly authorized	X	X
9	Expense claimed incorrectly (wrong amount/ calculation errors)	X	X
10	Expense incorrectly recorded (wrong party; wrong budget head)	X	X
11	Expense not recorded on timely basis/ wrong period	X	X

In addition, Majlis Ansārullah and CWFP as registered charities faces a number of regulatory and compliance risks. In particular:

- Obtaining and recording of personal data in compliance with data protection regulations
- IT development and cyber attacks
- Compliance with company and charity regulations
- Reputational risks

These risks will also need to be assessed and highlighted during the course of the year.

Audit Work:

The audit process is designed to assess transaction risks and report any errors arising so that corrective action can be taken. The work is divided into two parts:

- The work done by central audit team at the Qiādat Māal
- The audits undertaken at the regional and Majālis levels by regional auditors.

Changes in the scope of audit:

- Since the start of COVID, greater emphasis has been placed on collection of Chanda through standing orders and online payments resulting in some 70% of Majlis Ansārullah and some 50% of CWFP donations for being collected through these means. Collections through receipt books are expected to decrease further during 2023. Greater emphasis will therefore be placed on donations booked directly at the Head office.
- However, the lifting of COVID restrictions has increased activities at the Majlis and regional levels with greater portion of the grants being used to funds those activities. Detailed audits of the expenses claimed by the Majālis and regions will need to be planned for 2023.
- A new AMIS/CMIS system is being introduced, the implementation of which will need to be reviewed.

A. Income

During 2023, national audit team plan to:

i. Cash Collections

- Review the collection statements received by Qiādat Maal and check that receipts have been correctly recorded in AMIS/CMIS and agree to amounts deposited.

- Review the control schedule of collection statements received and note Majālis that have delayed or not sent such statements.
- Review control over receipt books
- Circulate to regional auditors the reports generated from the AMIS/CMIS in respect of outstanding receipt books and missing receipts for follow up.

ii. Online Payments/ Standing Orders

- Review the online payments through Worldpay/ just giving sites and ensure receipts correctly issued and recorded.
- Review standing orders received and check that receipts have been correctly issued and recorded.

iii. Other Procedures:

- Undertake detail review of Chanda database in AMIS/CMIS to identify incomplete Tajneed data; missing receipts numbers and receipt books; non-payers members.
- Review the results of monthly bank reconciliations for collections received and follow up on unidentified receipts.

B. Expenses

- During 2023, continue with the regular review of all the expenses paid and checking major and unusual expenses to supporting documents.
- As in prior years, emphasis will be placed on advances given and subsequent submission of expense claims for such advances.

C. Special audits

In addition to the audit of income and expenses:

- Review the implementation of the new AMIS/CMIS system and ensure completeness/ accuracy of data transferred
- Review the implementation of the compliance and data protection policies

Regional Audits:

To assist with regional audits, simple audit questionnaires and checklists have been developed and provided to the auditors. These are:

- Control checklist for reviewing control of books and receipts of income –these should be used as tool for improving controls at each Majālis level.
- Checklist for audit of income and schedule for reporting of donation audit
- Checklist for audit of expenses and reporting form

These checklists and schedules are available on MAUK website under audit department resources.

Online forms are also made available now that can be downloaded on laptops and mobile phones for reporting the results of the audit work. Link to these forms have been sent to the regional auditors.

It should be noted that Additional Qāid Maal will only pay the Majālis and regional grants when the regional audits have been completed and reported to Markaz.

Plans for Audit Week/ Training:

In addition to refresher course at the beginning of the year, during 2023, the following training is also planned for regional and central audit teams:

- Arranging special “audit week” throughout the country for regional audit work. This will place responsibility on both the regional and Majālis finance teams to ensure their audits are completed on time. The timing of such week will be agreed with the regional auditors.
- Arranging special audit training meetings, one for southern regions and another for northern regions. The timing to be agreed with regional auditors.
- Visits by central audit team to assist in audits of Majālis where difficulties are being faced.

Alam-e Inami Weightage in Percentage

S. No.	Qiādat	%
1	Amoomi	13
2	Māal	13
3	Tabligh	16
4	Tarbiyyat	16
5	Tā'leem	9
6	Tā'leem-ul-Qur'ān	9
7	Isa'ar	6
8	Tarbiyyat Nau Muba'i'in	2
9	Ishā'at	3
10	Tajneed	2
11	Zahānat Wa Sehate Jismāni	3
12	Tehrīk-e-Jadīd	2
13	Waqf-e-Jadīd	2
14	Audit	4
	Total	100

Majlis Ansārullah UK - Important Dates for 2023

Month	Date/ Day	Event	Organisation
Jan	22 nd Sun	Refresher Course (For 13 Local	Majlis Ansārullah
Jan	29 th Sun	Refresher Course (For 5 Northern	Majlis Ansārullah
Feb	17 th -26 th	Ashra Tajneed	Majlis Ansārullah
Feb	19 th Sun	New Ansar Forum (For 13 Regions)	Majlis Ansārullah
Feb	19 th Sun	National Tabligh Day	Majlis Ansārullah
Feb	22 nd Wed	Musleh Maud Day	Jamā'at UK
Mar	4 th Sat	Peace Conference	Jamā'at UK
Mar	10 th -19 th	Ashra Tarbiyyat	Majlis Ansārullah
Mar	22 nd Wed	Start of Ramadan (TBC)	-
Mar	23 rd Thu	Masih Maud Day	
Mar	26 th Sun	National Tabligh Forum	Majlis Ansārullah
Apr	7 th to 14 th	National Ashra Isa'ar	Majlis Ansārullah
Apr	21 st Thu	Eid ul Fitr (TBC)	
Apr	24 th -30 th	International Cycling Event	Majlis Ansārullah
May	14 th Sun	National Academic Competitions	Majlis Ansārullah
May	20 th -21 st Sat-	Majlis-e-Shura UK	Jamā'at UK
May	27 th Sat	Khilāfat Day	
Jun	4 th Sun	National Tā'leem ul Quran Quiz	Majlis Ansārullah
Jun	10 th & 11 th	Cycling Trip to Northern Regions	Majlis Ansārullah
Jun	11 th Sun	National Tabligh Day	Majlis Ansārullah
Jun	25 th Sun	National CWF	Majlis Ansārullah
Jun	28 th Wed	Eid ul Adha (TBC)	
Jun	30 th Fri	Last Date to submit Tā'leem Essay	Majlis Ansārullah
Jul	2 nd Sun	Mosque Open Day	Majlis Ansārullah
Jul	9 th Sun	National Sports Day	Majlis Ansārullah
Jul	28-30 Fri-Sun	Jalsa Salana UK	Jamā'at UK
Aug	20 th Sun	National Zo'ama Forum	Majlis Ansārullah
Aug	25 th Aug-3 rd	Cycling trip to Germany	Majlis Ansārullah
Aug	26 th Sat	Regional Jalsa Seerat un Nabi ﷺ	Majlis Ansārullah
Aug	26 th Sat	National Tabligh Day	Majlis Ansārullah
Aug	31 st Thu	Date to submit Names for Ijtema	Majlis Ansārullah
Sep	8 th -10 th Fri-	Annual Ijtema (TBC)	Majlis Ansārullah
Sep	15 th to 24 th	Ashra Tajneed	Majlis Ansārullah
Oct	20 th to 29 th	Ashra Tarbiyyat	Majlis Ansārullah
Oct	22 nd Sun	Cycling-London Iconic Site Visit	Majlis Ansārullah
Oct	29 th Sun	National Tarbiyyat Forum	Majlis Ansārullah
Nov	12 th Sun	National Tabligh Seminar	Majlis Ansārullah
Nov	17 th to 26 th	National Ashra Isa'ar	Majlis Ansārullah
Nov	26 th Sun	National Isa'ar Forum	Majlis Ansārullah
Dec	2 nd Sat	National Tā'leem ul Quran Quiz	Majlis Ansārullah
Dec	3 rd Sun	National Tabligh Day	Majlis Ansārullah
Dec	1 st - 10 th	Ashra Collection & Budget 2024	Majlis Ansārullah
Dec	6 th Wed	CWF Cheque Presentations	Majlis Ansārullah
Dec	9 th -10 th Sat-	Majlis-e-Shura	Majlis Ansārullah