

THE 12 UMOOR

Al-Dai al-Ajal Syedna Mufaddal Saifuddin ^{TUS} has divided the matters of the Jamaat into 12 functions (Umoor). Just like different departments of an organization have their own Scope of Work, similarly each Umoor will focus on improving different aspects of a Mumin's life.

Normally we see each department of an organization having its own set of skilled people who are experts in their respective fields. Similarly, it is envisioned that the formation of 12 Umoor Teams will provide a platform for Mumineen of different skills to come together and contribute to the progress of the Jamaat.

Under the banner of the 12 Umoor, every single Mumin who aspires to do Khidmat can find a place for themselves. It is the vision of the 12 Umoor to enable them to participate and attain the Khushi of Aqa Moula ^{TUS}. Furthermore, Mumineen can now Register for 12 Umoor and do Araz of their skills and preferences for Khidmat.

A very brief overview of each Umoor has been provided in this document, so that Mumineen can get an idea of what to expect under each of them.

UMOOR DEENIYAH

For centuries, Awliyaullah^{AS} have ensured that Mumineen remain steadfast in their faith and loyal towards their Maula^{TUS}. They have strived to create an ideal Imani environment for Mumineen to allow them to prosper in both their worldly and spiritual affairs.

The Umoor Deeniyah Committees will help create and maintain a suitable Imani environment for the adherence to the tenets of Islam and the Teachings of Awliyaullah^{AS}.

This Umoor will encompass the following Khidamaat in the Mouze:

- Ashara Mubarakah Ohbat / Ashara Mubarakah Tafheem, Leave application for Schools and Work, Ohbat Majalis
- Tazyeen
- Shariat Pabandi Programs, Targheeb, Tafheem
- Namaz Haziri etc
- Rusumaat related Programs

- TNC Programs
- Tajheez Takfeen
- Awliyaullah ^{AS} Zyarat -Tafheem , Arrangement
- Maintaining 'Imaani Maahol'

UMOOR TALIMIYAH

Education must be given from an Islamic perspective and be holistic, encompassing both religious and worldly issues, so that the individual develops intellectually, emotionally, and economically, while preserving our cultural values.

Umoor Talimiyah Members are responsible for providing education to learners of all ages to enable them to face the challenges of the current times.

This Umoor will encompass the following Khidamaat in the Mouze:

- Survey of Education Needs
- Deeni Taleem Tafheem
- Hifzul Quraan / Taleemul Quraan Programs
- Asbaaq Management
- Muzakeraat / Ilmi Baramij
- Higher Education - Counselling, Raza
- Vocational Training
- Ensuring that no child remains deprived of Education

UMOOR MARAFIQ BURHANIYAH

Syedna Mufaddal Saifuddin ^{TUS} has tirelessly worked to uplift the living standards of Mumineen all over the world, especially their religious, economic, educational, household, health, and food standards.

Umoor Marafiq Burhaniyah Members will work in the light of these guidelines, and strive to uplift Mumineen in every aspect of their lives.

This Umoor will encompass the following Khidamaat in the Mouze:

- Survey of Mumineen Standards of Living
- Fund Raising for Upliftment
- Mumineen Upliftment Khidmat / Khidmat during Upliftment Ayyaam
- Mumineen Khabargiri
- Fostership / Mentorship

UMOOR MALIYAH

The management of all the financial resources of the Jamaat is the responsibility of the Umoor Maliyah Committee and should be managed with honesty and integrity. The Jamaat's income and expenses, disbursement of budgeted funds to other Umoor Committees and maintenance of thorough books of accounts as per the instruction from Hazrat Aaliyah are paramount. The Umoor Maliyah Committee will work towards the end of fulfilling these requirements.

This Umoor will encompass the following Khidamaat in the Mouze:

- Jamaat Budget Compilation
- Jamaat Budget Araz in Hazrat Aaliyah
- Statutory Audit
- Book Keeping
- Fund Generation
- Fund Management
- Household Budgeting – Tafheem, Seminars

UMOOR MAWARID BASHARIYAH

Every Mumin in the Mauze is a potential human resource for the Jamaat. The various skills of Mumineen can be utilized and enhanced, to help achieve the 12 Umoor goals.

Intelligent selection and placement of Khidmatguzars, and their cordial coordination, is vital in achieving Mauze goals with ease, and in improving performance and motivation.

The Umoor Mawarid Bashariyah Committee will strive to ensure that maximum Mumineen from their Mouze receive opportunities for Khidmat, and that every person has a task most suited to them.

This Umoor will encompass the following Khidamaat in the Mouze:

- Human Resource Management
- Performance Management
- Human Resource Development / Training Programs
- Event Management
- Appreciation Programs

UMOOR DAKHELIYAH

Every project, when executed on the basis of data, has a higher rate of success, and a greater chance of long term sustainability. According to the DIKW pyramid, data should be transformed into information and information should be condensed into knowledge. That knowledge over time transcends into wisdom. It is the duty of Umoor Dakheliyah Members to ensure that data is transformed into wisdom and is adequately utilized.

The 12 Umoor Committees and their success is grounded on the collection, distribution, and analysis of data, and intelligent decision making based on relevant information.

Management of the office infrastructure, and administration of office systems is integral to the smooth running of the 12 Umoor and the achievement of 12 Umoor goals.

Muminaat and children centric projects are essential for the health of the 12 Umoor, and Daeratul Aqeeq is a flag bearer for such projects. The Umoor Dakheliyah Team will also be a channel for the facilitation of those activities.

This Umoor will encompass the following Khidamaat in the Mouze:

- Data Collection / Updating records
- Data Analysis
- Office Management
- Communications
- Daearatul Aqeeq

UMOOR KHARIJIYAH

Amir al Mumineen Maulana Ali^{AS} states: 'Interact with people in such a manner that they come to you while you live and weep over you when you die'

Umoor Kharijiyah has a very important role to play in the overall progress of the Mauze. Along with building fruitful public relations, it also includes harmonious cooperation with all of society, loyalty to the nation, contribution in its progress and maintaining a positive identity for the community. The Umoor Kharijiyah Committee will work towards building these important relations and participating in the wellbeing of society.

This Umoor will encompass the following Khidamaat in the Mouze:

- Building and Maintaining Public Relations
- Organizing events under Project Rise
- Participation in Humanitarian Events
- Photography / Article Writing / Representation of the Community etc

UMOOR AL-QAZA

Harmony and mutual understanding amongst Mumineen are the greatest factors of success. Sometimes, misunderstandings and miscommunications can cause conflict which, if not resolved amicably, can lead to bitter confrontations.

The Umoor al-Qaza Committee should work to resolve such conflicts according to the tenets of Shariat, and maintain the peace and harmony of the community.

This Umoor will encompass the following Khidamaat in the Mouze:

- Documentation – Log of Qaza, Forms (nikaah, talaaq, wiraasat,etc)
- Partnership Deed Filling
- Tafheem for the Withdrawal of cases from court
- Counselling – trying to find mutually agreed solutions in disputes
- Legal Advice

UMOOR FAIZ AL MAWAID AL BURHANIYAH/ NIYAAZ

It was Al Dai Al Ajal Syedna Mohammed Burhanuddin^{RA}'s desire that not a single Mumin should go to sleep while being hungry.

Umoor Faiz al Mawaid al Burhaniyah/ Niyaaaz will work towards the goal of regularly providing nutritious and sufficient meals through Thaali and Niyaaaz to obtain the dua of Mumineen.

This Umoor will encompass the following Khidamaat in the Mouze:

- Faizul Mawaidil Burhaniyah Niyaaaz Tafheem
- Fund Generation
- Procurement and Operations
- Thaali Distribution
- Roti making
- Dana Committee
- Itaam Khidmat (Jaman Jamarwu)
- Sabeele Husain

UMOOR IQTESADIYAH

Mumineen are encouraged and advised to conduct their livelihood activities, specifically Tijaarat (business) in accordance with the fundamentals of the Quran, the Shariat, and raza of the Dai al Zaman ^{TUS}.

Syedna Mohammed Burhanuddin ^{RA} institutionalized Qardan Hasana to elevate all aspects of a Mumin's life, and especially enhance their economic development. Umoor Iqtisadiyah members will do Khidmat in these economic fields of the Mouze.

This Umoor will encompass the following Khidamaat in the Mouze:

- Business Development, Counselling , Skill development, Startup Help
- Home Industries / Happy Threads , Organizing Expos, Business Seminars
- Surveys
- Qardan Hasanah Tafheem
- Qardan Hasanah Collection and Management

UMOOR AL-AMLAAK

Syedna Mufaddal Saifuddin^{TUS} is the sole trustee of all the Jamaat Trusts. Management of these entities is graciously entrusted upon Jamaat members. Therefore, all legal compliances (including taxation) should be adhered to with utmost dedication and care.

In addition to that, the Umoor al-Amlaak Committee is responsible for the development and maintenance of all Jamaat properties. All documentation and legal procedures before, during, and after land/property acquisition should be carried out with due diligence.

This Umoor will encompass the following Khidamaat in the Mouze:

- Legal Compliance for Properties
- Documentation of Properties – physical and digital copies
- Maintenance / Site Surveys
- Property Development / Utilizing Properties

UMOOR AL-SEHHAT

Syedna Mufaddal Saifuddin ^{TUS} has always urged Mumineen to maintain the health of both body and soul. Health plays a vital role in every individual Mumin's life. A clean environment is also integral for the wellbeing of physical and mental health. Physical health is the precursor to spiritual wellbeing and helps to maintain both mental and emotional health.

Umoor al-Sehhat Teams will help in maintaining all the different aspects of a healthy lifestyle namely: Health, Cleanliness, Environment, and Sports.

This Umoor will encompass the following Khidamaat in the Mouze:

- Medical Camps, Health Awareness Programs, Medical Facilitation
- Tree Plantation / Environment Awareness Programs
- Nazafat Programs / Mohalla Safai etc
- Sports / Tournaments / Buzurgo Tafreeh etc