## **Department of Khidmat-e-Khalq**

Khidmat-e-Khalq or social service is an integral part of our worship. It is a way of acknowledging our love for Allah and His creatures. The objective of our Khidmat-e-Khalq Program is to show the beauty of Islam to our surroundings through services and to help them physically, mentally and morally.

**Motivation & Education**

* Secretary Khidmat-e-Khalq of each Majlis should locally educate Lajna members the values of Khidmat-e-Khalq in the light of the Holy Quran and Ahadith and should also motivate them to take part in the given program

**Helping Within the Community**

* Motivate Lajna Members to be enthusiastically involved in Waqar-e-Amal activities
* Lajna members who know some skills, encourage them to teach their skills to other people who are interested to learn
* Make a Khidmat-e-Khalq team who shall be ready to help those in need or when the need arises
* Encourage members to do Khidmat-e-Khalq activities such as Baby Sitting, Help in Shopping, Tutoring and providing transport services

**Helping Outside the Community**

* Collect gifts for Christmas and visit people in hospitals, nursing homes ,neighbours and provide them services as needed
* Try to do volunteer work at local schools, hospitals and old homes
* In case if required, assist any friend/neighbours by washing their dishes, vacuuming, mopping floors and doing laundry
* On Clean Up Australia Day ( March), Lajna may allocate an area to be cleaned, either by Council or by Khuddam-ul-Ahmadiyya Tanzeem
* Join Australia Red Cross Knock Door Appeal (March)
* Blood Donation
* Participation in the Salvation Army Appeal
* “Australia’s Biggest Morning Tea” (May) a fundraising for National Cancer Council.
* Monetary donations towards various charities e.g.; Heart Foundation, Blind & Deaf Organization, Fred Hollows etc
* Take part in Tree Plantation Day

**Humanity First**

* Fundraising for Humanity First

**Support System for Members**

* Education and Employment Support Systems for Lajna members
* Program for Seniors which includes social and welfare activities.
* Social visits to members who are experiencing short term and long term illness and health issues. Majlis need to make teams to visit these members and include young lajna in these teams.

## Khidmat-e-Khalq Monthly Report Form

**Report Deadline: 10th of every Month**

|  |  |
| --- | --- |
| **Section 1 - Report Submission** | |
| Majlis Name: |  |
| Month / Year: |  |
| Is this report being submitted on time? |  |
| If not a timely submission please state the reason in delay |  |

|  |  |
| --- | --- |
| **Section 2 - Communication & Contact** | |
| Have you personally/ your assistants visited any Halqa regarding the work of this department? provide details |  |

|  |  |  |
| --- | --- | --- |
| **Section 3 – Helping within the Community** | | |
|  | **# of members** | **Details** |
| How many members in the Majlis helped within the community?  (Examples of helping within the community include: providing meals, monetary assistance / donations, donating household items, teaching Holy Quran / skills, tutoring in Masroor Academy, babysitting, providing transport, helping with grocery shopping etc.) |  |  |
| Waqar-e-amal – how many members participated in it? |  |  |
| How many participated in local and national events (Jamaat events)? |  |  |
| Did Majalis motivate their members about Khidmat-e-Khalq- if so please provide details |  | |
| Amount of Funds Collected: |  | |

|  |  |  |
| --- | --- | --- |
| **Section 4 - Humanity First** | | |
| Were any services provided under *Humanity First*? Please provide a description below. | | |
| **Service** | **Description** | **No. of Volunteers** |
|  |  |  |

|  |  |  |
| --- | --- | --- |
| **Section 5 – Helping outside the Community** | | |
|  | **# of Members** | **Details** |
| How many members in the Majlis helped outside the community?  (Examples of helping outside the community include: social and welfare visits, providing transport, volunteer work in community services, visiting nursing homes, schools, hospitals, kindergartens etc...) |  |  |
| How many members donated blood? |  |  |

|  |  |  |
| --- | --- | --- |
| **Section 6 - Extra Efforts** | | |
| Were any outstanding efforts made by the Majlis e.g. fundraising events/community visits? If so, please specify the details below: | | |
| **Event** | **Description** | **Attendance** |
|  |  |  |
|  |  |  |

|  |  |
| --- | --- |
| **Section 7 - Support Systems for Members** | |
| Please identify below any support systems being offered to members to assist them in gaining education and employment: | |
| **Support System** | | **Description** |
|  |  |
|  |  |

|  |
| --- |
| **Section 8- Other** |
| Please identify any issues / concerns or suggestions: |

Declaration:

* I have thoroughly checked the Majalis reports and contacted the Halqa Presidents if reports were not received/ incorrect
* I have checked and thoroughly examined this report prior to submission



Majlis President Date Sighted

## Khidmat-e-Khalq Assessment Criteria

|  |  |  |
| --- | --- | --- |
| **CRITERIA** | **Marks** | **REVIEW/COMMENTS** |
| How many reports were received?  Were reports handed on time? | /10 |  |
| Red Cross Collection | /10 |  |
| Blood Donation | /10 |  |
| Clean up Australia day:  Waqaar-e-Amal (Mosque cleaning ) | /20 |  |
| Monetary donation and gifts | /10 |  |
| Visits &Volunteer work in community e.g School, old Home, hospital | /20 |  |
| Work at local and national events | /10 |  |
| Extra Khidmat-e-khalq activities, eg: Fortnightly Elderly Social group participation, social and welfare visits for the elderly and less mobile. | /10 |  |
| **Total** | **/100** |  |