

HUNAR GHAR WELFARE

ORGANIZATION

NTN # 7307225-8

To,

Date: 9th January 2025The Commissioner Inland Revenue, Zone 1,
Tax House, Shara-e-Kamal Aatturk**Subject: Application for Extension of Hunar Ghar Welfare Organization Registration
No: 7307255 Valid up to June 2024**

Dear Sir/Madam,

Hunar Ghar welfare organization having registration mno.7307255 is valid up to June 2024. We therefore submit our application for extension for another year as Non-Profit organization. We hereby submit our request with enclosed documents as following:

1. Authorized statement of accounts for the period ending 30th June 2024 by Shahid Habib co, Chartered Accounts Karachi.
2. Progress Report of Hunar Ghar Welfare Organization activities of financial year ending 30th June 2024.
3. By laws in Accordance with social welfare Department.
4. Registration Certificate Sindh charities and Registration commission
5. Registration Certificate Sindh
6. List of management office bears with their CNICs.
7. Election of Office Bearers (2024).
8. List of Members and donors with CNICs

We hope you will find these documents in order and grant us extension for another year.

Kind regards.



Ms. Seerat Zehra

President Hunar Ghar welfare Organization





M/S. HUNAR GHAR WELFARE ORGANIZATION

**AUDITED
FINANCIALS STATEMENTS**

**FOR THE YEAR ENDED
AS AT JUNE 30, 2024**

**SHAHID HABIB & CO.
CHARTERED ACCOUNTANTS**

KARACHI (Head Office)

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Shahid Habib & Co.

Chartered Accountants

INDEPENDENT AUDITORS' REPORT

To the trustees of HUNAR GHAR WELFARE ORGANIZATION

Opinion

We have audited the annexed financial statements of **HUNAR GHAR WELFARE ORGANIZATION** (the society welfare), which comprise the statement of financial position as at June 30, 2024, and the income and expenditure account and a summary of significant accounting policies and other explanatory information ('the financial statements'), and we state that we have obtained all the information and explanations which, to the best of our knowledge and belief, were necessary for the purposes of the audit.

In our opinion, the accompanying financial statements present fairly, in all material aspects, the financial position of organization as at June 30, 2024 and of its financial performance in accordance with the approved accounting and reporting standards as applicable in Pakistan.

Basis of Opinion

We conducted our audit in accordance with International Standards on Auditing (ISAs) as applicable in Pakistan. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Company in accordance with the International Ethics Standards Board for Accountants' Code of Ethics for Professional Accountants as adopted by the Institute of Chartered Accountants of Pakistan / Institute of Cost and Management Accountants (the Code) and we have fulfilled our other ethical responsibilities in accordance with the Code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and those charged Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with the accounting and reporting standards as applicable in Pakistan and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Company or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Company's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs as applicable in Pakistan will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

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- : 2: -

As part of an audit in accordance with ISAs as applicable in Pakistan, we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the board of directors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

The engagement partner on the audit resulting in this independent auditor's report is Mr. Shahid Habib.



SHAHID HABIB & CO.
Chartered Accountants

Karachi

Date: December 11, 2024

UDIN: AR202410310aVWjCrh2H

**HUNAR GHAR WELFARE ORGANIZATION
BALANCE SHEET
AS AT JUNE 30, 2024**

	Note	June 30, 2024 ----- (Rupees) -----	June 30, 2023 -----
ASSETS			
NON-CURRENT ASSETS			
Property and equipment	4	43,007,744	41,810,142
Long term security deposits		-	100,000
		43,007,744	41,910,142
CURRENT ASSETS			
Short term investments	5	15,144,077	5,000,000
Advances, prepayments and other receivables	6	405,039	635,017
Cash and bank	7	4,557,730	2,131,575
		20,106,846	7,766,592
TOTAL ASSETS		63,114,590	49,676,734
NON-CURRENT LIABILITIES			
Deferred income relating to property and equipment	8	-	(15,848,170)
CURRENT LIABILITIES			
Accrued and other payables	9	(25,000)	(25,000)
NET ASSETS		63,089,590	33,803,564
REPRESENTED BY GENERAL FUND:			
Accumulated fund at beginning of the year		33,803,564	30,983,061
Excess/(deficit) for the year		29,286,026	2,820,503
		63,089,590	33,803,564
CONTINGENCIES AND COMMITMENTS	10		

The annexed notes 1-15 form an integral part of these financial statements.

Seerat Zehra
PRESIDENT



Abmran
SECRETARY



**HUNAR GHAR WELFARE ORGANIZATION
INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED JUNE 30, 2024**

	Note	June 30, 2024	June 30, 2023
----- (Rupees) -----			
INCOME			
Donations income		9,160,295	8,940,589
Membership/subscription		774,000	355,000
Fee collection		354,550	368,300
Fund raiser collection		14,254,478	309,500
Deferred income realization		15,858,170	
Interest Income		1,009,972	612,996
		41,411,465	10,586,385
Direct expenses	11	(7,228,880)	(6,526,701)
GROSS SURPLUS		34,182,585	4,059,684
Administrative and general expenses	12	(4,896,559)	(1,239,181)
SURPLUS BEFORE TAX		29,286,026	2,820,503
Taxation		-	-
SURPLUS FOR THE YEAR		29,286,026	2,820,503

The annexed notes 1-15 form an integral part of these financial statements.

Seerat Zehra
PRESIDENT



Abmsem
SECRETARY

**HUNAR GHAR WELFARE ORGANIZATION
CASH FLOW STATEMENT
FOR THE YEAR ENDED JUNE 30, 2024**

	June 30, 2024	June 30, 2023
	(Rupees)	(Rupees)
Surplus before tax	29,286,026	2,820,503
Adjustments for non-cash items		
Depreciation of fixed assets	1,655,950	25,690
Amortization of deferred income relating to property and equipment	-	-
Operating surplus before working capital changes	<u>30,941,976</u>	<u>2,846,193</u>
Changes in working capital		
Increase in Advances, prepayments and other receivables	229,979	(305,469)
Decrease / (Increase) in Short term investments	(10,144,077)	4,000,000
(Decrease) / Increase in Accrued and other payables	-	24,991
	<u>(9,914,098)</u>	<u>3,719,522</u>
Net cash from operating activities	21,027,876	6,565,715
Cashflows from investing activities		
Purchase of property, plant and equipment	(35,520,439)	(13,670,496)
Purchase of property, plant and equipment	32,666,888	-
Security Deposit Received Back	100,000	80,000
Net cash from investing activities activities	<u>(2,753,551)</u>	<u>(13,590,496)</u>
Cashflows from financing activities		
Deferred income relating to property and equipment	(15,848,170)	765,000
Net cash from investing activities activities	<u>(15,848,170)</u>	<u>765,000</u>
Net increase in cash and bank during the year	<u>2,426,155</u>	<u>(6,259,781)</u>
Cash and bank balance at beginning of the year	2,131,575	8,391,356
Cash and bank balance at end of the year	<u><u>4,557,730</u></u>	<u><u>2,131,575</u></u>

The annexed notes 1-15 form an integral part of these financial statements.

Seerat Jelwa
PRESIDENT



Abman
SECRETARY

**HUNAR GHAR WELFARE ORGANIZATION
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2024**

1. THE SOCIETY AND ITS OPERATIONS

Hunar Ghar Welfare Organization (herein after referred to as "the Society") has been registered under the Voluntary Social Welfare Agencies (Registration and Control) Ordinance 1961 (XL VI of 1961) with the Deputy Director Registration Authority, Karachi Division, Directorate of Social Welfare, Government of Sindh on May 11, 2016.

The registered office of the Society is located at 1st Floor, 109-C, Bhitai Colony, Korangi Crossing, Karachi.

The main object of the Society is to work for social welfare, vocational training and education, health and technical centers as well as other charitable activities.

2. STATEMENT OF COMPLIANCE

These financial statements have been prepared in accordance with the accounting and financial reporting standards as applicable in Pakistan. Approved accounting and financial reporting standards comprise of:

- i) Accounting and Financial Reporting Standard for Small Sized Entities issued by the Institute of Chartered Accountants of Pakistan (AFRS for SSEs); and
- ii) Accounting Standard for NPOs issued by the Institute of Chartered Accountants of Pakistan (ICAP).

3. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

3.1 ACCOUNTING CONVENTION

These accounts have been prepared under the historical cost convention without any adjustment to the effects of inflation or current values.

3.2 REPORTING CURRENCY

These financial statements are measured and presented in PAK Rupee which is the currency of primary economic environment in which the Society operates and is also the Society's functional and presentational currency.

3.3 SIGNIFICANT ESTIMATES

The preparation of financial statements in conformity with applicable accounting standards require management to make judgments, estimates and assumptions that affect the application of accounting policies and the reported amounts of assets, liabilities, income and expenses. Actual results may differ from these estimates.



Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognized in the period in which the estimates are revised and in any future periods affected.

Significant areas of estimation uncertainty and critical judgments in applying accounting policies that have the most significant effect on the amount recognized in the financial statements are discussed in the ensuing paragraphs.

3.4 BASIS OF ALLOCATION OF COMMON EXPENSES

Common expenses have been allocated in the proportion of salaries, wages and benefits being paid to program related staff and administrative & general staff between direct and management and general expenses respectively.

3.5 PROPERTY AND EQUIPMENT

Property and equipment are stated at cost less accumulated depreciation and impairment except for leasehold land and capital work-in-process. Capital work-in-process is stated at cost less impairment loss, if any, and consists of expenditure incurred in the course of their construction and installation. Assets are transferred to operating fixed assets when they are available for intended use.

Depreciation is provided on reducing balance method at the rates mentioned in note 4 to these financial statements except for leasehold building which is depreciated on straight line basis over the term of the lease. Full year depreciation is charged on additions while no depreciation is charged on disposals. Gain or loss on disposal of assets is taken to income and expenditure account.

3.5.1 SUBSEQUENT COSTS

The costs of replacing part of an item of operating fixed assets is recognized in the carrying amount of the item if it is probable that the future economic benefits embodied within the part will flow to the Society and its cost can be measured reliably. The carrying amount of the replaced part is derecognized. The costs of the day to day servicing of operating fixed assets are recognized in income and expenditure account as they are incurred.

3.5.2 DERECOGNITION

An item of operating fixed assets is derecognized:

- (a) on disposal, or
- (b) when no future economic benefits are expected from its use or disposal.

3.5.3 IMPAIRMENT OF NON-CURRENT ASSETS

The carrying amount of the Society's assets are reviewed at each balance sheet date to identify circumstances indicating occurrence of impairment loss or reversal of previous impairment losses. If any such indications exist, the recoverable amounts of such assets are estimated and impairment losses or reversal of impairment losses are recognized in the income and expenditure account. Reversal of impairment loss is restricted to the historical carrying amount of the asset.



3.6 GRANTS / DONATION

Grants/Donations are recognised as the fair value of the consideration received. A grant without specified future performance conditions is recognised as income when the grant proceeds are received. A grant that imposes specified future performance condition is deferred and recognised as income when all those conditions are met. The Society does not recognise those forms of assistance for which a reasonable value cannot be placed on them.

Restricted grants for the purchase of capital assets that will be depreciated are deferred and recognised as revenue in the statement of income and expenditure on the same basis as the depreciation expense related to the acquired capital assets. Restricted grants for the purchase of capital assets / contribution of capital assets, which will not be depreciated are recognised directly in net assets upon purchase of capital assets / contribution of capital assets.

3.7 TAXATION

The Society is recognized under section 2(36) of the Income Tax Ordinance, 2001 accordingly the Society is subject to taxation under section 100C of the said Ordinance.

3.8 INCOME RECOGNITION

Donations for operations are recognised as income as and when received.

Membership fee is recognised as income as and when received.

Fee for courses is recognised as income as and when due.

Income on deposit accounts and term deposits receipts are recognised on time proportion basis taking in to account the effective yield.



4 Property and equipment

	Leasehold land	Building	Sewing machines	Furniture and fixtures	Capital work in progress	Total
------(Rupees)-----						
Year ended June 30, 2024						
Opening net book value	11,800,000		58,484	138,321	29,813,337	41,810,142
Additions during the year	-	32,666,888	-	-	2,853,551	35,520,439
Depreciation charge	-	(1,633,345)	(8,773)	(13,832)	-	(1,655,950)
Transfer During the year	-				(32,666,888)	(32,666,888)
	11,800,000	31,033,544	49,711	124,489	0	43,007,744
As at June 30, 2024						
Cost	11,800,000	32,666,888	159,245	286,885	-	44,913,018
Accumulated depreciation	-	(1,633,345)	(109,534)	(162,396)	-	(1,905,275)
	11,800,000	31,033,544	49,711	124,489	-	43,007,744
Depreciation rate %		10	15	10		
Year ended June 30, 2023						
Opening net book value	11,800,000	-	68,805	153,690	16,142,841	28,165,336
Additions during the year	-	-	-	-	13,670,496	13,670,496
Depreciation charge	-	-	(10,321)	(15,369)	-	(25,690)
	11,800,000	-	58,484	138,321	29,813,337	41,810,142
As at June 30, 2023						
Cost	11,800,000	-	159,245	286,885	29,813,337	42,059,467
Accumulated depreciation	-	-	(100,761)	(148,564)	-	(249,325)
	11,800,000	-	58,484	138,321	29,813,337	41,810,142
Depreciation rate %		10	15	10		

4.1 This represents civil works and related cost for the construction of Society's building.

4.2 Depreciation for the year has been allocated as follows:

	2024 Rupees	2023 Rupees
Direct expenses	1,017,622	22,346
Administrative and general expenses	638,327	3,344
	1,655,949	25,690



June 30, 2024 June 30, 2023
----- (Rupees) -----

5 SHORT TERM INVESTMENTS

Term Deposit Receipts (TDRs)	-	5,000,000
Faisal Islamic Cash Fund	15,144,077	
	15,144,077	5,000,000
	15,144,077	5,000,000

6 ADVANCES, PREPAYMENTS AND OTHER RECEIVABLES

Advances	-	35,000
Prepaid rent	0	256,940
Advance tax	405,039	343,077
	405,039	635,017
	405,039	635,017

7 CASH AND BANK

Cash in hand	370,280	98,501
Cash at bank (current account)	4,187,450	2,033,074
	4,557,730	2,131,575
	4,557,730	2,131,575

**8 DEFERRED INCOME RELATING TO
PROPERTY AND EQUIPMENT**

Opening balance	15,848,170	15,083,170
Donations received during the year	10,000	765,000
Transfer to income account	(15,858,170)	
Closing balance	-	15,848,170
	-	15,848,170

9 ACCRUED AND OTHER PAYABLES

Auditor remuneration	25,000	25,000
Withholding tax payable	-	-
	25,000	25,000
	25,000	25,000

10 CONTINGENCIES AND COMMITMENTS

There are no contingencies and commitments as at June 30, 2024 (2023: Nil).



	June 30, 2024	June 30, 2023
	----- (Rupees) -----	
11 DIRECT EXPENSES		
Salaries and benefits	2,640,369	2,588,484
Consumables	2,089,205	1,908,448
Health and education welfare	146,960	87,984
Miscel	86,000	52,500
Ration	132,000	870,040
Communication	8,080	10,915
Depreciation	1,017,622	22,346
Fuel	-	2,062
Postage & courier	759	0
Printing & stationery	214,913	50,581
Rent expense	206,706	770,644
Repair & maintenance	569,838	75,908
Utility	116,428	86,789
	<u>7,228,880</u>	<u>6,526,701</u>
12 ADMINISTRATIVE AND GENERAL EXPENSES		
Salaries and benefits	1,673,200	719,817
Communication	5,120	3,035
Depreciation	638,327	3,344
Fuel	-	573
Postage & courier	481	-
Printing & stationery	136,191	14,066
Rent expense	130,990	214,304
Repair & maintenance	291,311	13,867
Utility	73,780	24,135
Charity and donation	12,500	100,000
Entertainment expense	59,090	39,290
Fund Raising Expense	1,275,210	-
Auditors' remuneration - audit fee	25,000	25,000
Computer and Internet Expenses	-	12,000
Travelling & Conveyance	402,890	750
Professional fees	172,469	69,000
	<u>4,896,559</u>	<u>1,239,181</u>
13 RELATED PARTY TRANSACTIONS		

Related parties consist of persons having control over management and operations of the society. Significant related party transactions and balances are disclosed in the related notes.



14 DATE OF AUTHORIZATION FOR ISSUE

The general body has approved and authorized to issue these financial statements on December 11, 2024.

15 GENERAL

- Figures have been rounded off to the nearest Pak Rupees.

Seerat Zehra
PRESIDENT



Abmran
SECRETARY



PROGRESS REPORT OF HUNAR GHAR WELFARE ORGANIZATION

JUNE 2023 TO JUNE 2024

Hunar Ghar Welfare Organisation Celebrates Milestone in Empowering Underprivileged Women

By the end of 2023, Hunar Ghar successfully concluded its activities in Qayumabad, a historically underserved community, with 140 students completing their courses and receiving certificates. This marks a proud moment for the organisation, students, and the entire community, whose lives were forever changed by this empowering initiative.

Hunar Ghar aimed to uplift and empower women in this underprivileged area by creating awareness and opportunities for them to break the cycle of poverty and transform their lives. The organisation established a permanent presence in Bhattai Colony, near Korangi Crossing, with the inauguration of its state-of-the-art building in Novem...

Hunar Ghar offers a range of skills training programs for women, focusing on various creative and practical skills to empower them. Here's a breakdown of each program:

1. Sewing and Stitching: Women learn to create their own clothes and garments, developing a valuable skill for personal and professional use.
2. Machine and Hand Embroidery: Participants learn intricate embroidery techniques, both by hand and using machines, to create beautiful designs and patterns.
3. Block Printing: Women learn the traditional art of block printing, creating unique designs and patterns on fabrics.
4. Adda and Aar Work: This program focuses on traditional embroidery techniques using large wooden frames and special needles.
5. Paper Crafts: Women learn to create handmade paper prod...

BRIEF ACTIVITIES OF HUNAR GHAR WELFARE ORGANIZATION

Certificate Ceremony

In October 2023, a pass-out ceremony was held at our previous building, where students were awarded certificates and position holders received shirt pieces as prizes.

Inauguration of the New Building

In October 2023, Hunar Ghar Welfare Organisation inaugurated its new state-of-the-art building in Bhattai Colony, a historically underserved community. The occasion was celebrated with a dedicated team of members, volunteers, staff, neighbours, and local councillors, marking a significant milestone for the organisation.

Welcoming Lunch for Teachers

A welcoming lunch was hosted to warmly appreciate the teachers who are part of the Hunar Ghar family, providing an opportunity for them to connect with colleagues, build relationships, and feel valued and supported in their role

A Visit by The First Lady

Mrs. Samina Alvi, visited Hunar Ghar and expressed her admiration for the organization's efforts in empowering women through vocational training and education. She emphasized the importance of women's empowerment and praised the dedication of the students and staff in working towards a brighter future.

Breast Cancer Awareness Program.

A dedicated team of volunteers, led by the First Lady, organized a successful Breast Cancer Awareness session. The program was highly beneficial, educating numerous girls about the importance of breast cancer awareness, detection, and prevention.

A Visit by Shine Humanity Team

We were privileged to host a visit by the SHine Humanity team, who graciously shared their expertise with us. They delivered informative lectures on hepatitis and liver diseases, enlightening our students and staff about the causes, symptoms, and prevention of these conditions. Additionally, the team conducted free screening tests, providing valuable health checks and advice to our community.

Ration Distribution

We distributed 250 ration bags to students, staff, and workers, thanks to donations from our community, including a major contribution from Iffco Company. This effort helped support those in need with essential food items.

Chand Raat Mehndi Lagai

Our volunteers hosted a Mehendi night at a member's home, where our girls applied henna designs on attendees' hands. The event was a great success

19 Jun 2023 · 🌐

The hardworking team behind HG 🍷



12 Dec 2023 · 🌐

The dedicated team behind HG 🍷 YOU ROCK LADIES .



1 Nov 2023 · 🌐

The Fab team 😍💖



22 Jun 2023 · 🌐

HG's very successful event today ❤️❤️



11 Dec 2023 · 🌐

Corporate Fundraiser beautifully organised by our team 🙏 last month. Play "Art Aur Atta" paying tribute to the eminent play writer Imran Aslam .



12 Dec 2023 · 🌐

The dedicated team behind HG ❤️ YOU ROCK LADIES .



25 Oct 2023 · 🌐

Certificate ceremony, out going proud certificate holders with our dedicated volunteers ❤️



25 Oct 2023 · 🌐

Certificate ceremony, Sewing section, salon, mehandi and Adda & aar work ❤️



2 Nov 2023 · 🌐

Hoping to make a difference to the community 🙏
#WomenEmpowerment



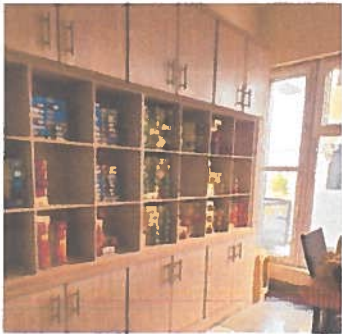
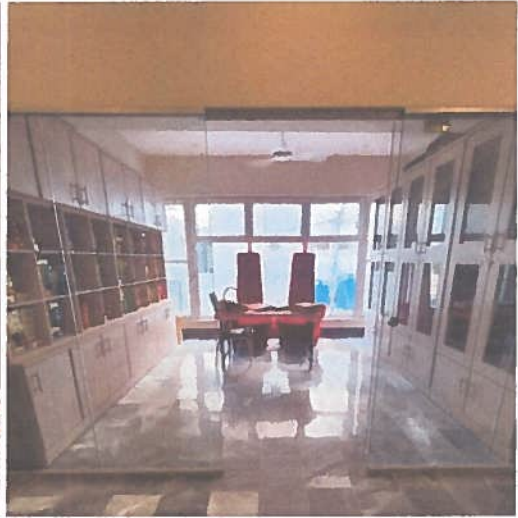
1 Nov 2023 · 🌐

Our new building ..mashallah 🙏



1 Nov 2023 · 🌐

Inside the building ❤️



1 Nov 2023 · 🌐

A happy moment ❤️ Ribbon cutting by our senior most teacher at HG!!



1 Nov 2023 · 🌐

Our senior management and our lovely Architect ❤️
#konceptstudio.design



Posted by Farida Hanifa

6 Dec 2023 · 🌐

Our first meeting at HG Korangi

May Allah help us to make a difference 🙏



21 Feb · 🌐

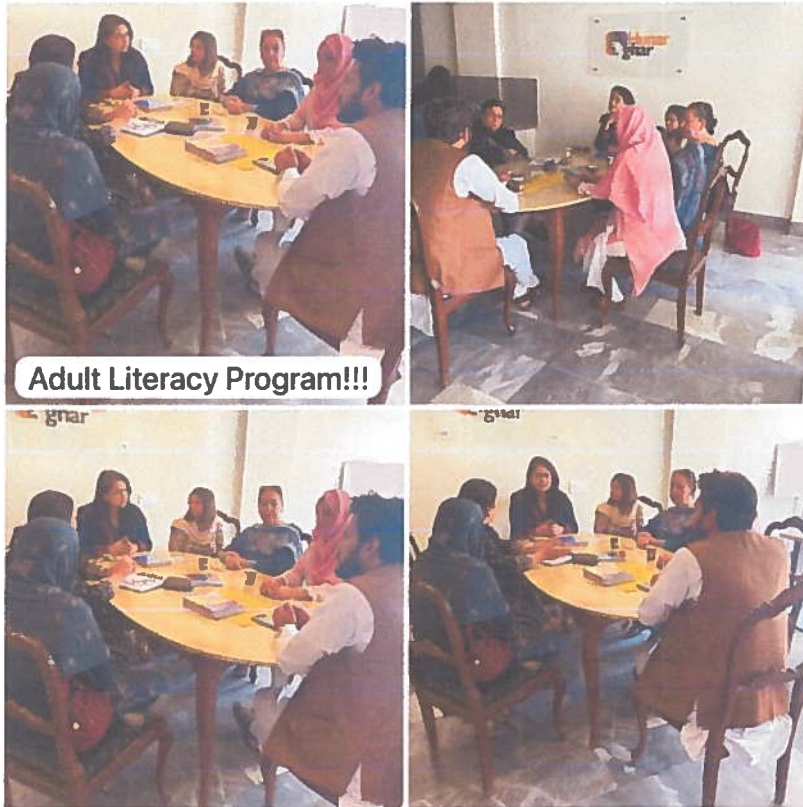
MEETING at HG



9 Dec 2023 · 🌐

Introducing Jugnu course 🙏 A team of Literate Pakistan Foundation visited HG to streamline the Adult literacy . The program will start from Jan 2024 at HG.

"Education is not only the right, but the duty of every Muslim, male or female. "



Adult Literacy Program!!!

8 Jan · 🌐

MA, our new batch started its classes today. We wish them a successful journey at HG. A welcome note was given by our Vice President Ms. Seerat Zehra



new batch

7 Mar · 🌐

Ration Bag distribution at HG. We would like to thank IFFCO Pakistan for donating 50% of the Ration Bags the rest were donated by our members ❤️



3 May 2023 · 🌐

Management team celebrates Meethi eid with HG's staff 🥰

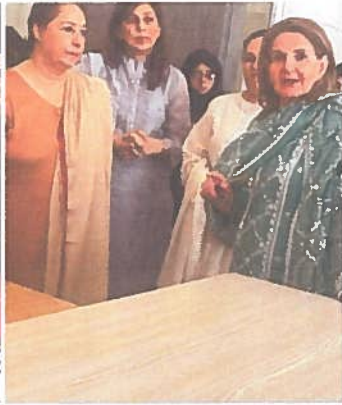


11 Jan · 🌐

A welcome lunch was arranged for the students at HG today !!



2 Feb · 🌐



2 Feb · 🌐



2 Feb · 🌐

The First Lady Mrs Samina Arif Alvi visited Hunar Ghar [#saminaalvi](#)



FL'S visit at HG



24 Feb · 🌐

Today the new batch of students were informed about , ration distribution, quarterly lunch , end of term parties , and our health & education fund etc the speech was received with a huge round of applause 🍌 🍎



18 Apr · 🌐

A visit by Shine Humanity team lead by Mr. Fahim Khan & Ms. Naila at HG today. They will be doing free blood screening for Hepatitis C and Anemia next month and followed by free treatment if required. #WeCare



17 Oct 2023 · 🌐

Dr Samiya khan delivered a detailed and very informative lecture on Breast cancer. Over 100 ladies attended the session and were benefitted by it 🙏



22 Jun 2023 · 🌐

HG's very successful event today 🍷🍷



11 Dec 2023 · 🌐

Corporate Fundraiser beautifully organised by our team 🙏 last month. Play "Art Aur Atta" paying tribute to the eminent play writer Imran Aslam .



12 Dec 2023 · 🌐

The dedicated team behind HG 🍷 YOU ROCK LADIES .



Our Team



19 Jun 2023 · 🌐

The hardworking team behind HG 🧡



12 Dec 2023 · 🌐

The dedicated team behind HG 🧡 YOU ROCK LADIES .



1 Nov 2023 · 🌐

The Fab team 🥰💖



SCHEDULE II

FORM 'B' (SEE RULE 4)

GOVERNMENT OF SINDH

DIRECTORATE OF SOCIAL WELFARE, KARACHI

APPLICATION FOR REGISTRATION OF AGENCIES ESTABLISHED AFTER THE COMING INTO FORCE OF ORDINANCE NO. XLVI 1961.

Dear Sir,

We the undersigned propose to establish an agency in accordance with the Provisions of the Voluntary Social Welfare Agencies (Registration and Control), Ordinance, 1961 (XLVI of 1961), the particulars of the proposed agency are given below:—

1. Name of the agency. HUNAR GHAR WELFARE ORGANIZATION
(IN BLOCK LETTERS)
2. Address 109, G, Bhattai Colony, Korangi Crossing
3. Aims and objects of the Agency Welfare of women & children (Vocational, health & education)
To be started with reference to the field of services mentioned in the Schedule to the Ordinance).
4. Area of Operation (Whether neighbourhood, City, ~~Province or Pakistan~~ ✓)
5. Plan of operation

(Place attach a separate sheet giving a brief statement of the steps to be taken for the establishment of the agency, with reference to accommodation, source of income, qualified personnel and equipments, if necessary).

6. How proposed to be financed enlisting regular donors, Zakat, fund raising, sale of
7. Names, occupation and addresses of the founder members Handicrafts by students

Name	Occupation	Address
1. SEERAT ZEHRAN KAZMI	SOCIAL WORKER	109/1, St. 30 off KHY-E MUHAJIR PHASE VI DHA KAR.
2. RUDHL SAYEED	COSMETOLOGIST	97/1 Khy-e Anu Khuro PK 6 D.H.A.
3. AMINA HARUE	HOMEMAKER	112 B 25 St off Bokhari Phase Defence 6 D.H.A.
4. SALIMA FAISAL FERAZ	FLORAL ARTIST	146, St. 28, Kh Muhajir Phase 6, D.H.A. Karachi
5. AYESHA IMRAN	SOCIAL WORKER	35, 21st Street, Kh-e Muhajir Phase V DHA
6. BUSHRA HASEEB	House-wife	58/IV Phase VII Kh-e Badli D.H.A.
7. Huma Naswary	Social worker	39/C/1st Giza Street D.H.A Karachi
8. Farha Fahim	House-wife	73/11 Khayaban-e-Ghazi off Badar D.H.A.
9. Tashina Nur	Teacher	House 15, St. 18, Khay-e-Ishaheed Phase I D.H.A.
10. ZARHINA KHAN	ARTIST	48-A/1, SOUTH CENTRAL AVENUE OFF 13th SOUTH ST, PHASE-2-DHA KARACHI

8. Name of the Banker, Banks in which funds of the Agency are proposed to be kept... FAISAL BANK / U.B.L & MEEZAN

It requested that the agency may be registered under the aforesaid Ordinance. We undertake to inform you of any change in the office-bearers of the Agency within thirty days thereof.

4. Copies of the Constitution and Plan of Operation of the Agency are attached. We certify that the informations given above are correct.

(All the founder members should sign hereunder).

Your's faithfully,

- 1. Syed Zehra
- 2. Amina Hague
- 3. [Signature]
- 4. Salina Feroz
- 5. [Signature]
- 6. [Signature]
- 7. Huma Haswani
- 8. Farha Fahim
- 9. Tashina Nur
- 10. Zaheer Khan

Signature of Witnesses (with Name and Addresses).

- 1. Farhanda Ahmed
- 2. Zaka Ullah Khan

Maryam
MARYAM HABIB
 ADDITIONAL COMMISSIONER-IR
 (HRM/IP/TFD)
 REGIONAL TAX OFFICE-II
 KARACHI



NO.DSW/ (VA)/Approval/2016/ 158
GOVERNMENT OF SINDH
DIRECTORATE OF SOCIAL WELFARE
SINDH SECRETARIAT BLOCK.79.

Karachi dated 13 April, 2016

To

The President / General Secretary,
Hunar Ghar Welfare Organization,
Karachi.

SUBJECT: APPROVAL OF THE NAME:

With the reference to the subject noted above and to inform you that this office has been approved the name of above said NGO/

"HUNAR GHAR WELFARE ORGANIZATION."

You are hereby directed to submit the following documents for its Registration

- | | | |
|----|--|------------|
| 1 | Application Form "B" | (4 Copies) |
| 2 | Constitution duly signed & stamped by the President
And General Secretary (Both) | -do- |
| 3 | District Wise Office Branches | -do- |
| 4 | Organization structure of Provincial Executive
Committee. | -do- |
| 5 | Plan of Operation | -do- |
| 6 | Minutes of the meeting | -do- |
| 7 | Photo copies of CNICs all founder Members(each) | -do- |
| 8 | All Members Photographs (Passport Size) | -do- |
| 9 | N.O.C from Landlord (on Court Stamp) Rs.50 | -do- |
| 10 | Affidavit mentioning that the NGO is not registered
With any other Registration Authority | -do- |
| 11 | Challan Fees of Rs. 10000/- | -do- |
| 12 | Annual Renewal Fees of Rs.2000/- | -do- |

Submitted of the Registration papers will be valid for a month after the approval of the name of
NGO.

13.4.2016
(MS FARHANA SHAFI)

Deputy Director (V.A)
Social Welfare Department, Sindh

Maryam
MARYAM HABIB
ADDITIONAL COMMISSIONER-IR
(HRM/ITFD)
REGIONAL TAX OFFICE-II
KARACHI

CONSTITUTION OF

HUNAR GHAR WELFARE ORGANIZATION

Constitution of **HUNAR GHAR WELFARE ORGANIZATION**

<u>Article (1)</u>	<p>Name of Agency: The name of the Agency shall be "Hunar Ghar Welfare Organization" (Here in after called the Organization)</p>
<u>Article (2)</u>	<p>Address of the Principal office of the organization: The Principal office address of the organization shall be: 1st Floor 109-G, Bhitai Colony, Korangi Crossing Karachi.</p>
<u>Article (3)</u>	<p>Area of Operation: <i>City</i> The Scope of the Organization/Society's activities shall be the Province of Sindh.</p>
<p><i>Huma Has wany</i> PRESIDENT HUNAR GHAR WELFARE ORGANIZATION</p>	<p>Aims and Object: The Organization has the following aims and objectives :-</p> <ul style="list-style-type: none"> • Vocational Skills for Women, Such as embroidery (Hand and machine), Sewing and stitching, adda-work, block and screen printing, paper products etc. • Adult Literacy for Woman • Health issues (Child and Woman) • Woman empowerment through skills and education. • To arrange financial support of the needy families • Selling of handicraft by the Students. • Any other area identified by the managing committee
<u>Article (5)</u>	<p>Nature of the Organization: The Organization shall be non-political, non-sectarian Voluntary Social Welfare Organization. It can get affiliated with other Welfare Organization(s) registered under the Voluntary Social Welfare Agencies (Registration and Control) Ordinance, 1961.</p>
<p><i>Surat Zahra</i> General Secretary HUNAR GHAR WELFARE ORGANIZATION</p> <p><i>11/05/16</i></p>	<p>Membership:</p> <p>A. Eligibility for Membership: Any person having the following qualification shall be eligible for membership of the organization :-</p> <ol style="list-style-type: none"> (i) Who is of or above 18 years age. (ii) Who resides in the area of operation of organization. (iii) Who has reputable character and sound mind. (iv) Who agrees to abide by the constitution and bylaws of the organization and supports the aims and objects of the organization. (v) Who agrees to pay the prescribed fee of the organization. (vi) No employee of the organization can become member of the organization.

Maryam
MARYAM HABIB
ADDITIONAL COMMISSIONER-IR
(HRM/PTFD)
REGIONAL TAX OFFICE-II
(KARACHI)

Huma Haswani
PRESIDENT
HUNAR GHAR WELFARE
ORGANIZATION

Saeed Zahra
General Secretary
HUNAR GHAR WELFARE
ORGANIZATION

B. Categories of Membership:

(i) Patron.

A person who pays Rs.5,000/- or more in lump-sum to the organization and whose association with the organization is deemed by the Executive Committee helpful for the promotion of the objectives of the organization shall be invited by the Executive Committee to be its patron. Condition A (ii) of Article (6) shall not apply on this category of membership.

(ii) Life Member.

A person who pays Rs.5000/- in lump-sum to the organization shall be invited by the Executive Committee to become a Life Member of the Organization.

(iii) Ordinary Member.

A person whose application for membership is approved by the Executive Committee shall become ordinary Member of the Organization on payment of an annual membership fee of Rs.1200/-

(iv) Associate Member.

Any agency registered under the Voluntary Social Welfare Agencies (Registration and Control) ordinance, 1961, subscribing to the aims and objects of the organization, subject to the approval of the executive committee, can become its Associate Member on payment of an annual membership fee of Rs.500/-.

(v) Affiliated Member.

Any agency registered under the Ordinance of 1961 paying Rs.200/- per annum as affiliation fee and subscribing to the aims and objects of the organization can become an affiliated member subject to the approval of the Executive Committee. The affiliated agency shall nominate two persons as ordinary members of the organization.

(vi) Honorary Member.

A person who has rendered eminent service to the cause of Social Welfare and Co-operates activity with the Organization may be nominated as Honorary Member by the Executive Committee of the organization. He shall not be required to pay any membership fee. Condition A(ii) of Article(6) shall not apply to this category of membership.

(vii) Co-opted Member.

The Executive Committee may Co-opted Member(s) for Special purposes.

C. Procedure for Admission of Membership:

(i) Patrons.

Persons who fulfill the condition laid down under Article 6-B (I) may be invited by the Executive Committee to become patron of the Organization.

(ii) Life Members and Ordinary Members.

Persons having qualification as laid down in Article 6(A) and desirous to become life member or ordinary member shall apply on prescribed form of the organization, to the Executive Committee which shall have the power to accept or reject any such application. A person shall become life member or ordinary member only after payment of the prescribed fee.

Maryam
MARYAM HABIB
ADDITIONAL COMMISSIONER-IR
(HRM/PTFO)
REGIONAL TAX OFFICE-II
KARACHI

Huma Haswani
PRESIDENT
HUNAR GHAR WELFARE
ORGANIZATION

Surat Zahra
General Secretary
HUNAR GHAR WELFARE
ORGANIZATION

(iii) Associate Member and Affiliated Member.

Any agency who fulfils the conditions laid down under Article 6-B (IV & V) can apply to the Executive Committee of the organization to become Associate Member or Affiliated Member which shall have the power to accept or reject any such application. The agency shall become Associated Member or Affiliated Member only after payment of prescribed fee.

(iv) Honorary Member and Co-opted Member

Honorary Member and Co-opted Member shall be nominated by the Executive Committee of the Organization.

D. Procedure of Rejection.

- (i) Persons whose applications for membership are rejected by the Executive Committee can apply again after a lapse of six months.
- (ii) The application rejected second time by the Executive Committee shall be put-up before the General Body for consideration giving reasons for rejection.
- (iii) A person whose application has been rejected by the Executive Committee will have the right to appeal to the general Body whose decision shall be final.

E. Rights and Privileges of Members.

- (i) Following Categories of members shall have the right to vote and take part in the meetings functions of the organization and hold office in it :-
 - (1) Life Members
 - (2) Ordinary Members:
 - (3) Affiliated Members.
- (ii) Following categories of members shall NOT have the right to vote or hold office but can participate in the meetings and function of the organization :-
 - (1) Patrons.
 - (2) Associate Members
 - (3) Honorary Members.
 - (4) Co-opted Members.
- (iii) Members who have not cleared their dues by the due date will not have the right to vote or seek election or participate in any activity of the organization.

F. Procedure of Suspension, Cancellation & Resignation of Membership.

Membership may be terminated on any one of the following grounds :-

- (i) *For non-payment of subscription up-to 30 days after due date.*
The honorary Finance Secretary will issue 15-days notice to all members who are in arrears prior to the due date. A second notice of 30 days will be given at the expiry of the first notice period if the dues are not cleared as per second notice the person concerned will ipso-facto cease to member.
- (ii) *Absence from meeting (General Body and Executive Committee).*
A member who fails to attend three consecutive meetings without prior intimation, with justification, shall cease to be member of Executive Committee or General Body, as the case may be.

Maryam
MARYAM HABIB
ADDITIONAL COMMISSIONER-IR
(PERMITTED)
REGIONAL TAX OFFICE-II
KARACHI

Huma Haswani
PRESIDENT,
HUNAR GHAR WELFARE
ORGANIZATION

Saeed Zehra
General Secretary
HUNAR GHAR WELFARE
ORGANIZATION

(iii) Conduct being detrimental.

If the conduct of any member is deemed by the Executive Committee to be prejudicial to the interest of the organization or calculated to bring the agency into disrepute, his membership can be suspended /cancelled according to the following procedure :-

- (a) He shall be given a notice of at-least 15-days by the Executive Committee during which he shall submit a written explanation of his conduct.
- (b) In the event of explanation being found unsatisfactory the Executive Committee may either administer a warning or may ask the member to resign his membership from the organization forthwith.
- (c) In the event of the said member refusing to resign, when asked to do so, the Executive Committee in a special meeting may decide the case finally with $\frac{3}{4}$ majority of the total strength of the committee.
- (d) For reasons to be recorded in writing, the Executive Committee with $\frac{3}{4}$ majority of its total membership may suspend forthwith the membership of a defaulting member maximum for a period of three months, during which, Executive Committee shall be bound to take final decision.

(iv) Resignation:

Any member may on his own accord terminate his membership by sending his resignation in writing to the General Secretary. Executive Committee may accept resignation provided all the outstanding dues have been cleared by him.

(v) Death of the member.

(vi) Procedure for Restoration of membership.

(i) Nonpayment.

In case it is due to non-payment of membership fees as pre Article 6 F (i) his membership may be restored after payment of all the dues outstanding against the member subject to the approval of the Executive Committee.

The notice for cancellation of membership on account of non-payment of fee should be published in local newspaper by the large Voluntary Social Welfare Organization, who may find it difficult to issue individual notices.

(ii) In case of his conduct being detrimental to the interest of the organization, the Executive Committee, if it is satisfied may restore his membership after he gives a written assurance that he will not work against the interest of the organization.

(iii) In case the person's membership is not restored by the Executive Committee, he shall have the right to appeal to the General Body which by a majority of 2/3 of the members present in voting, may restore his membership. Decision of the General Body on this subject shall be final.

Article (7)

Organization Structure:

The organization shall consist of General Body and Executive Committee.

"A" General Body.

The General Body of the organization shall be composed of life members and ordinary members.

Maryam
MARYAM HABIB
ADDITIONAL COMMISSIONER-IR
(HR/IMP/1/FD)
REGIONAL TAX OFFICE-II
KARACHI

Article (8)

"A" General Body:

The General Body of the organization shall be composed of life members and ordinary members.

Powers and Function :

- (i) The General Body shall determine the policy and programme of the organization and approval fiscal budget submitted by the Executive Committee.
- (ii) It will hold elections of office bearers and members of the Executive Committee as and when due through Election Committee elected by it.
- (iii) It will appoint Chartered Accountant for the purpose of auditing the accounts of the organization. This appointment shall be subject to the approval of the Registration Authority.
- (iv) It will approve the report and audited statement of accounts of the previous year, submitted by the Executive Committee.
- (v) It will decide the appeals filed by the members and matters referred by the Executive Committee.
- (vi) It shall amend in the Constitution of the organization as and when necessary, in accordance with Article 14 of this Constitution.

"B" Executive Committee :

The Executive Committee of the organization shall be composed of the following office bearers and members.

- 1. President.....One
- 2. Vice President.....One
- 3. Hon General Secretary.....One
- 4. Joint Secretary.....One
- 5. Treasurer.....One
- 6. Executive Members.....Ten

Total : Fifteen(15)

Huma Haswary

**PRESIDENT
UNAR GHAR WELFARE
ORGANIZATION**

Selwa Selwa
**General Secretary
UNAR GHAR WELFARE
ORGANIZATION**

[Handwritten signature]

Maryam
**MARYAM HABIB
ADDITIONAL COMMISSIONER-IR
(FORMERLY)
REGIONAL TAX OFFICE-II
KARACHI**

Powers and Functions:

Huma Haswani
PRESIDENT
HUNAR GHAR WELFARE
ORGANIZATION

- (i) To act and represent the organization in all matters and execute the policy and decisions of the General Body.
- (ii) To appoint, from members of the organization such Sub-committee(s) for any specific purpose(s) as may be necessary. It will have the right of co-opting members to serve on their sub-committees for specific purpose(s) such sub-committee(s) shall submit reports to the Executive Committee on completion of the tasks assigned to them within stipulated time after completion of tasks.
- (iii) To invite, nominate accept suspend, cancel or restore the membership of persons(s) according to the provisions of Article (6) of the Constitution.
- (iv) To appoint, suspend punish or dismiss paid staff of the organization if deemed necessary. It shall also determine the terms and conditions of the employment of staff.
- (v) To prepare schemes, budget and progress reports and be responsible for the maintenance and safe custody of the office records property, etc.
- (vi) If vacancy occurs in the Executive Committee, the Executive Committee can co-opt member(s) if half or more than half of the terms of office is over. If the vacancy occurs before half the tenure of office is over, it shall be filled in by the General Body.
- (vii) It shall prepare Annual Reports, Audited Accounts and present them to the General body for approval.
- (viii) It shall fix the date, time and place for holding Annual General Body Meeting as and when due.
- (ix) After election the Committee shall draw-up the programmes of the organization and be responsible for its implementation.
- (x) The Committee shall keep a register of members to be maintained and kept up-to-date in which the names and addresses of all categories of members of the organization shall be entered, with the payment made by each of them by way of donation or subscription as the case may be.
- (xi) All office bearers and members of the Executive Committee shall be Honorary and shall not charge any remuneration.
- (xii) All property moveable as well as immovable belonging to the agency shall vest in the Executive Committee who shall administer it for only the aim and objects of the Agency.
- (xiii)

Article (9) Powers and Functions of office Bearers.

Seerat Zahra
General Secretary
HUNAR GHAR WELFARE
ORGANIZATION

A. President.

- (i) The President shall be the constitutional Head of the organization. He shall preside over the meetings of the Executive Committee and General body. He / She would adjourn the meetings of Executive Committee and General Body if he considers that the proceedings are injurious to the interest of the organization, such injurious to the interest of the organization, such adjourned meetings would be held within one week from the date of adjournment.
- (ii) He / She shall ensure that the constitution is duly carried out in all respect.
- (iii) He / She shall keep himself informed of all the activities of the organization.

10/05/16 Maryam
MARYAM HABIB
ADDITIONAL COMMISSIONER-IR
(UNEMPLOYED)
REGIONAL TAX OFFICE-II
KARACHI

Huma Nasrany
PRESIDENT
HUNAR GHAR WELFARE
ORGANIZATION

Seerat Jelwa
General Secretary
HUNAR GHAR WELFARE
ORGANIZATION

- (iv) He / She shall exercise the right of casting vote in any of the meeting of the organization.
- (v) The President shall a Life Time President after the death or self resignation this designation will be empty.
- (vi) He shall exercise the right of casting vote in any of the meeting of the organization.
- (vii) In case of emergency He / She shall have powers to meet expenditure up-to Rs.5,000/- subject to the approval by the Executive Committee in its subsequent meeting.
- (viii) Provision of Article 6-F(ii) shall not be applicable to the President of the organization.
- B. Vice-President:
- (i) The Vice President shall assist the President in the discharge of his duties and perform such duties as may be assigned to him by the President in so far they relates to his office.
- (ii) In the absence of the President the Vice-President shall assume the posers and functions of the President.
- C. General Secretary:
- (i) The General Secretary shall be the Chief Executive of the organization shall act in consultation with the President and be responsible to the Executive Committee.
- (ii) He / She in consultation with the President, shall prepare the Agenda, call meetings of the General Body and Executive Committee in accordance with the provision of the constitution, prepare and put-up the minutes of the last meeting in the subsequent meeting for confirmation and maintain proper record of the same. He shall be responsible for execution of all the resolutions and directives of the Executive Committee and General Body.
- (iii) He / She shall prepare Annual report about the work done by the organization and submit it in the meeting of Executive Committee for consideration and approval and subsequently in the General Body Meeting, as the case may be.
- (iv) He / She shall be responsible for submission of reports and returns as desired by the Registration Authority. He shall be responsible for office managements and the record of the organization.
- (v) He / She shall conduct all correspondence on behalf of the organization except on policy matters for which price approval and instruction of the Executive Committee shall be necessary.
- (vi) He / She shall be responsible for the general supervision of the office staff and services of the organization. The Executive Committee any delegate to him the power to appoint dismisses and takes punitive action against the paid staff of the organization. Any such action taken by the General Secretary shall be reported to the Executive Committee and General Body for approval, which shall be final.
- (vii) He / She shall verify all bills vouchers, etc., and forward them to the Finance Secretary for scrutiny and payment as per rules.
- (viii) He / She shall be the *Ex-Officio* member of all Sub-Committees.
- (ix) In case of an emergency he shall have powers to meet expenditure

Maryam
MARYAM HABIB
ADDITIONAL COMMISSIONER-IR
(REMITTENT)
REGIONAL TAX OFFICE-II
CARACHI

up-to Rs.500/- subject to the approval by the Executive Committee in its subsequent meeting.

D. Joint Secretary:

- (i) He / She shall assist the General Secretary in the discharge of his duties.
- (ii) He / She shall perform such duties as may be assigned to him by the General Secretary in so far as they relate to his office.
- (iii) In the absence of the General Secretary the Joint Secretary shall perform all the duties of General Secretary.

E. Finance Secretary :

- (i) The Finance Secretary shall maintain accounts of the Income and Expenditure, and be Incharge of the finances of the organization.
- (ii) He / She shall operate the Bank Account of the organization under Joint Signature of the President or general Secretary as may be decided by the Executive Committee.
- (iii) He / She shall within a week of receipt deposit all the amount in the Bank duly approved by the Executive Committee in the account of the organization.
- (iv) He / She shall be responsible for proper auditing of the organization's Account by an Auditor duly appointed by the General Body.
- (v) He / She shall receive and collect all donations, Grants-in-Aid, subscription dues and other payments on behalf of the organization and will issue proper receipt thereof.
- (vi) He / She shall maintain accounts of the organization in registers prescribed under Section 9 (a, b, c, g) of the Voluntary Social Welfare Agencies (Registration and Control) Rules, 1962, and present monthly statement of income and expenditure in the meeting of the Executive Committee. He / She shall put up the annual audit report about income and expenditure in the general body Meeting and get it confirmed.
- (vii) He / She shall prepare the annual budget and place it before the Executive Committee for approval prior to its submission to the General Body of the organization.
- (viii) He / She shall get the accounts examined by the General Secretary and President quarterly and put up the quarterly report of the Accounts and Statement of fee and other such dues payable by the members and shall suggest the means of increasing the source of income of the organization.
- (ix) He / She shall keep with him imprest cash for day to day expenditure and the amount shall be fixed by the Executive Committee.

Huma Hasway
PRESIDENT
HUNAR GHAR WELFARE
ORGANIZATION

Secret. Lehra
General Secretary
HUNAR GHAR WELFARE
ORGANIZATION

Article (10) Meetings.

- (i) All meetings of the organization shall stand adjourned for seven days if within half an hour of the appointed time quorum is not formed.
- (ii) No fresh Notice shall be needed for an adjourned meeting and the meeting shall be held on the same daytime and place in the following week. In case the day of meeting falls on a holiday, it will be held on the next working day. No quorum would be required for such meeting. Provision of this section shall not apply to the requisitioned meeting.

Maryam
MARYAM HABIB
ADDITIONAL COMMISSIONER-IR
(SRM/PTFD)
REGIONAL TAX OFFICER
KARACHI

- (iii) No quorum shall be required for an adjourned meeting.
- (iv) A requisitioned meeting shall stand dissolved, if within half an hour of the appointed time no quorum is formed. A requisitioned meeting for the same business shall not be called for a period of six months from the dissolved requisitioned meeting. The decision taken in such a meeting shall be valid only if it is supported by a two thirds majority of the members present and shall have all the force of a meeting if it was called by the General Secretary.
- (v) If any office bearer or executive member or member of the organization fails to attend three consecutive meetings of the organization without prior and written intimation he shall cease to be an office bearer / Executive member of the organization.

1. Meeting.

Huma Haswari
 PRESIDENT
 HUNAR GHAR WELFARE
 ORGANIZATION

A. Annual General Body:

The Annual General Body Meeting of the organization shall be held within two months of the expiry of the fiscal year i.e. 30th June, to transact the following business :-

- (i) Executive business as mentioned under Article 8(A).
- (ii) Matters referred to by the Executive Committee.
- (iii) Any other matter permitted by the chair.

2. Notice:

An Annual General Meeting shall be called after giving 15 days written notice under postal certificate. If necessary it may be published in local newspapers.

3. Quorum:

One third of the total members of the organization in good standing, shall constitute the quorum at the annual general meeting or any other meeting of the General Body.

1. Meeting.

Special or Emergency Meeting of General Body.

A special or Emergency meeting of the General Body may be called by the General Secretary in consultation with the President.

2. Notice:

Such meeting will require a written notice of at-least seven days.

3. Quorum:

One third of the total members of the organization in good standing shall constitute the quorum.

1. Meeting.

Seerat Zahra
 General Secretary
 HUNAR GHAR WELFARE
 ORGANIZATION

B. Requisitioned Meeting of General Body Meeting:

On a written request from one-third members of General Body in good standing the General Secretary shall call the meeting of General Body for special business. In case, the General Secretary upon the receipt of requisition for such meeting does not convene meeting within fifteen days of the receipt of requisition, the requisition may themselves convene General Body Meeting for business.

2. Notice:

Such meeting will require a written notice of at least 15 days.

Maryam
 MARYAM HABIB
 ADDITIONAL COMMISSIONER-IR
 (FIRMIPT/FTO)
 REGIONAL TAX OFFICE-II
 KARACHI

<p>3. Quorum:</p> <p>1. Meeting:</p> <p>2. Notice:</p> <p>3. Quorum:</p>	<p>Fifty percent of the total members in good standing shall constitute the quorum.</p> <p>C. Executive Committee Meeting: The Executive Committee will ordinarily meet at-least once in two months.</p> <p>(a) A notice of seven days will be necessary for an ordinary meeting of the Executive Committee.</p> <p>(b) A special or emergent meeting of the Executive Committee may be called at the discretion of the President at a notice of 4-hours.</p> <p>One third of the members shall form the quorum for a meeting of the Executive Committee.</p>
<p>Article (11) Term of Office:</p> <p><i>Huma Haswani</i> PRESIDENT HUNAR GHAR WELFARE ORGANIZATION</p>	<p>One third of the members shall form the quorum for a meeting of the Executive Committee.</p> <p>(i) The term of office shall be for a period of two years for all the office bearers and members of the Executive Committee.</p> <p>(ii) No Office bearers shall hold office for more than Three (3) consecutive terms.</p> <p>(iii) The Executive Committee must hand-over the charge to newly elected Executive Committee within 15-days after the election. The handing over and taking over will be carried out under the supervision of the election Committee.</p>
<p>Article (12) Elections:</p> <p><i>Secret Zehra</i> General Secretary HUNAR GHAR WELFARE ORGANIZATION</p> <p><i>11/05/16</i></p>	<p>(i) The Elections of Office bearers and Executive members of the Executive Committee will be held after two (2)-years within two months of the expiry of the terms of office i.e. 30th June, of every year.</p> <p>(ii) An Election Committee consisting of three members, including its President, shall be elected at the Annual General Body Meeting to arrange and conduct elections of the office bearers and members of the Executive Committee.</p> <p>(iii) The members of the Election Committee will not be entitled to seek elections for any post in the Executive Committee.</p> <p>(iv) The elections will be held by Secret ballot and each member will have one vote.</p> <p>(v) The Office bearers and members of the Executive Committee shall be elected in the General Body Meeting held at a special date with such notice being put up on the Notice Board in the organization's premises fifteen days before in election.</p> <p>(vi) The Notice giving the date, time and place of election meeting of the General Body would also be sent to all the members by post under postal certificate at-least fifteen days before the date of election.</p> <p>(vii) Nomination papers of candidates bearing signatures of the proposer and seconder, who are bonafide members, shall be submitted to the President, Election Committee one week before the election date. The candidates can withdraw within two days of the submission of</p>

Maryam
MARYAM HABIB
ADDITIONAL COMMISSIONER-IR
(HRM/PI/TFD)
REGIONAL OFFICE-II
KARACHI

	<p>papers.</p> <p>(viii) The Executive Committee shall continue to hold office and discharge its duties in accordance with the constitution until such time as the new Executive Committee and office bearers are elected.</p> <p>(ix) First election of the organization shall be held by the founder members and the above procedure shall not be applicable for the first election.</p>
<p><i>Huma Haswary</i></p> <p>PRESIDENT HUNAR GHAR WELFARE ORGANIZATION</p>	<p>(i) The Financial year of the organization shall be from 1st July to 30th June, of the subsequent year.</p> <p>(ii) The funds of the organization shall be kept in a scheduled Bank approved by the Executive Committee and subsequently by the Registration Authority.</p> <p>(iii) The Accounts shall be operated under Joint Signature of the Finance Secretary and President or Finance Secretary and General Secretary.</p> <p>(iv) The accounts of the organization shall be audited Annually by the Chartered Accountant appointed by the General Body, subject to the approval of the Registration Authority.</p> <p>(v) The organization will not grant any donation to other agency unless it is approved under 47-(I) of income Tax.</p> <p>(vi) For acquiring /disposing off any property / equipment costing over rupees 5,000/- approval of the General Body shall be necessary.</p> <p>(vii) The moneys, income and property of organization however derived shall be applicable solely towards the promotion of the objects of the organization.</p> <p>(viii) No portion of the moneys, income and property of the organization shall be paid or transferred directly or indirectly by way of profit, dividends, bonds otherwise to any of its members or relatives.</p>
<p><i>Seerat Zehra</i></p> <p>General Secretary HUNAR GHAR WELFARE ORGANIZATION</p> <p><i>11/05/16</i></p>	<p>(i) Amendments in the Constitution shall be made in a special meeting of the General Body called for this purpose.</p> <p>(ii) Any members wishing to suggest an amendment in the constitution may do so by writing to the Executive Committee. After approval of the Executive Committee the proposed amendment shall be circulated and call the members of the general Body along with the notice of the meeting at which the amendment is to be considered at least 30 days prior to the date of the meeting proposal amendments received from members up-to seven days before the date of the General Body Meeting will be laced before it for consideration.</p> <p>(iii) The amendment must be approved by $\frac{3}{4}$ majority of the total membership of the General Body in good standing.</p> <p>(v) The organization shall not make any change in the constitution, Memorandum of Article of organization, rules and regulation or by-laws, without the prior approval of the Registration Authority.</p>

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MARYAM HABIB
 ADDITIONAL COMMISSIONER-IR
 (HRMIP/TFD)
 REGIONAL TAX OFFICE-II
 KARACHI

	(v) No amendment shall be enforced or applied without the approval of the Registration Authority (Director of Social Welfare and Women Development) Government of Sindh.
<u>Article (15) Dissolution of the organization:</u>	<p>(i) The organization shall be dissolved in accordance with Article 10, 11 and 12 of the Voluntary Social Welfare Agencies (Registration and Control) Ordinance, 1961.</p> <p>(ii) Dissolution shall only be decided at special meeting of General body, Specially called for the purpose, with a fortnight notice. The decision taken would be communicated to the Registration Authority, Government of Sindh, for further necessary action.</p> <p>(iii) In the event of the dissolution of the organization its assets, left after meeting its liabilities if any, shall be transferred to any other registered Voluntary Agencies having similar objective Registered under the Voluntary Social Welfare Agencies (Registration and Control) Ordinance, 1961.</p>

Secret Jehna
 General Secretary
 HUNAR GHAR WELFARE
 ORGANIZATION

Huma Haswani
 PRESIDENT
 HUNAR GHAR WELFARE
 ORGANIZATION

[Signature]
 11/05/16

Maryam
 MARYAM HABIB
 ADDITIONAL COMMISSIONER-IR
 (HRM/II/TFD)
 REGIONAL TAX OFFICE-II
 KARACHI

PLAN OPERATION OF HUNAR GHAR WELFARE ORGANIZATION

Accommodation

The office of the Organization at 1st Floor 109-G, Bhitai Colony, Korangi Crossing Karachi.

Source of Income

1. Grant-in-Aid
2. Donation
3. Membership Fee / Contribution

Detail of Equipments and Records:

1.	Table	One	(1)
2.	Chairs	Four	(4)
3.	Computer	One	(1)
4.	File Cabinet	One	(1)
5.	Minutes Book	One	(1)
6.	Member ship Register	One	(1)
7.	Stock Register	One	(1)
8.	Cash Book	One	(1)

Huma Haswani

PRESIDENT
HUNAR GHAR WELFARE
ORGANIZATION

Future Plan :

01. Vocational skills for women, such as embroidery (Hand and machine), sewing and stitching, adda-work, block and screen printing, paper products etc.
02. Adult literacy for women.
03. Health issues (child and women).
04. Women empowerment through skills and education.
05. To arrange financial support of the needy families.
06. Ceiling of handicrafts by the students.
07. Any other area identified by the managing committee

Secrat Zehra

General Secretary
HUNAR GHAR WELFARE
ORGANIZATION

Maryam
MARYAM HABIB
ADDITIONAL COMMISSIONER-IK
(HRM/ITFD)
REGIONAL TAX OFFICE-II
KARACHI

ANAR GHAR WELFARE ORGANIZATION

List of Executive Committee Members

S #	Name	Designation	Cell No.
1	Huma Haswary	President	0344-2611995
2	Roohi Sayeed	Vice President	0321-8210311
3	Seerat Zehra Kazmi	Secretary General	0300-2578646
4	Ayesha Imran	Joint Secretary	0334-3730734
5	Saleema Faisal Feroz	Finance Secretary	0333-2187682
6	Amina Haque	Executive Member	0300-8284766
7	Tashina Nur	Executive Member	0300-2441580
8	Ayesha Juraid	Member	0301-8223639
9	Bushra Haseeb	Executive Member	0300-9267659
10	Farha Fahim	Executive Member	0332-3639429
11	Zarmina Khan	Executive Member	0300-8282778
12	Hina Rehmat Ullah	Executive Member	0334-3994077
13	Ghazala Hassan	Executive Member	0321-2280222
14	Naureen Javed Puri	Executive Member	0300-8239499
15	Sonia Habib <i>Maryam</i>		

MARYAM HABIB
ADDITIONAL COMMISSIONER-IR
(HR/MIP/TFD)
REGIONAL TAX OFFICE-II
KARACHI

President

Huma Haswary

MINUTES OF THE MEETING

HUNAR GHAR WELFARE ORGANIZATION

1st Floor 109-G, Bhitai Colony, Korangi Crossing Karachi.

The NGO meeting was held on 13 April, 2016 at _____ at the office of the Organization Situated at 1st Floor 109-G, Bhitai Colony, Korangi Crossing Karachi. Under the President-ship of Huma Haswary, President of the NGO "HUNAR GHAR WELFARE ORGANIZATION" the meeting started with the recitation of Holy Quran.

After the recitation of Holy Quran, while opening discussion with the _____, President and other founder members have proposed that the above NGO may be registered from Social Welfare Department under the Voluntary Social Welfare Agencies (Registration & Control) Ordinance, 1961, All participants unanimously approved and decided for the registration of the above NGO properly applied to Social Welfare Department as soon as possible.

01. Vocational skills for women, such as embroidery (Hand and machine), sewing and stitching, adda-work, block and screen printing, paper products etc.
02. Adult literacy for women.
03. Health issues (child and women).
04. Women empowerment through skills and education.
05. To arrange financial support of the needy families.
06. Seiling of handicrafts by the students.
07. Any other area identified by the managing committee.

Maryam
MARYAM HABIB
ADDITIONAL COMMISSIONER-1K
(HRM/PTFD)
REGIONAL TAX OFFICE-II
KARACHI

Huma Haswary

(President)

HUNAR GHAR WELFARE
ORGANIZATION

Sindh Charities Registration and Regulation Commission

Government of Sindh



Registration No. SN-0775747908583049

Registration Date: 24-Dec-2024

Valid From: 24-Dec-2024 To: 23-Dec-2025

REGISTRATION CERTIFICATE

The Sindh Charities Registration and Regulation Commission confers Provisional Registration in terms of **Section 6 (b)** read with **Section 8 & 9** of the Sindh Charities Registration and Regulation Act, 2019 in favour of **"HUNAR GHAR WELFARE ORGANIZATION_Karachi Korangi, Karachi Korangi, Building No 19, Sector F, Bhattai Colony, Korangi Crossing"** as **Category (B)** having operations in Karachi korangi.

Sindh Charities Registration and Regulation Commission



This is a computer-generated document and needs no signature.

SERIAL NO:

GOVERNMENT OF SINDH



SOCIAL WELFARE DEPARTMENT (KARACHI DIVISION)

Registration Certificate

attested

[Signature]

REGISTRATION NO: DSW(4266)-K

DATED 11-05-2016

I hereby certify that the Voluntary Social Welfare Agency (NGO)
titled as HUNAR GHAR WELFARE ORGANIZATION
BUILDING # 51, STREET # 7, SECTOR-D, QAYUMABAD, OFF:
KORANGI ROAD, KARACHI
has been registered/ renewed for one year only
under the Voluntary Social Welfare Agencies (Registration & Control) Ordinance 1961
under my hand and official seal.
at Karachi on 22nd day Of March two thousand Nineteen

SEAL

[Signature]
22/3/19
REGISTRATION AUTHORITY
DIRECTOR
SOCIAL WELFARE DEPARTMENT
GOVERNMENT OF SINDH
KARACHI DIVISION

THIS CERTIFICATE IS ISSUED FOR ONE YEAR ONLY.

DATE OF EXPIRY	DAYS		MONTH		YEAR				IN WORDS	TWENTY FIRST MARCH, TWO THOUSAND
	2	1	0	3	2	0	2	0		



File No. DIR/KAR/SW/2024/16039
OFFICE OF THE
DIRECTOR KARACHI DIVISION
SOCIAL WELFARE DEPARTMENT
GOVERNMENT OF SINDH

Karachi dated 13/6/ 2024

Sr. No: 48/2024

Renewal Certificate

In pursuance to Notification No: SO (SW) 2(1088)/2010, dated 1st September, 2014 and in the light of provision of Section (7) of Voluntary Social Welfare Agencies (Registration & Control) Ordinance, 1961 and Rules, 1962. The Registration in respect of:

“HUNAR GHAR WELFARE ORGANIZATION”

Registration No: DSW (4266)-K Dated: 11-05-2016

Address: Building # 19, Sector-F, Bhitai Colony, Korangi Crossing, Karachi.

Is hereby renewed and allowed to continue their work with effect from
11th May, 2024 to 10th May, 2025.


[AAMIR WAHEED KHAWAJA]
REGISTRATION AUTHORITY/
DIRECTOR KARACHI DIVISION

(Note: You are hereby required to immediately register your Association on Sindh Charities Web Portal under Section 10(I) of Sindh Charities Act 2019, in case of failure this department has right to cancel / dissolve your registration with immediate effect)

HUNAR GHAR WEFARE ORGANIZATION A**LIST OF EXECUTIVE COMMITTEE MEMBERS**

S.NO	Name	Designation	Cell No
1	Seerat Zehra Kazmi	President	0300-2578646
2	Saleema Feroz	Vice President	0333-2187682
3	Ayesha Imran	General Secretary	0334-3730734
4	Farha Fahim	Finance Secretary	0332-3639429
5	Rabia Ahmed	Joint Secretary	0333-23351561
6	Huma Haswary	Executive Member	0344-2611995
7	Roohi Saeed	Executive Member	0321-8210311
8	Amina Haque	Executive Member	0300-2441580
9	Tashina Noor	Executive Member	0304-0410886
10	Ayesha Jawaid	Executive Member	0301-8223639
11	Sonia Habib	Executive Member	0301-8217620
12	Zarmina Khan	Executive Member	0300-8282778
13	Hina Rehmat Ullah	Executive Member	3004-3994077
14	Ghazala Hassan	Executive Member	0321-2280222
15	Naureen Javed Puri	Executive Member	0300-8239499
16	Sadaf Bilal	Executive Member	0345-23811832

ELECTION 2024

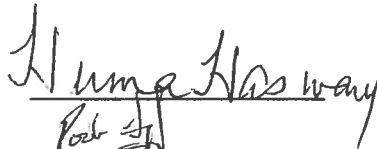
Elections of Hunar Ghar Welfare Organization were held on 30th May 2024 under the leadership of President Ms. Huma Haswary. The committee of regular members unanimously voted for the new management committee listed as below.

The new committee from 30th MAY 2024 till MAY 2026 is as follow:

President	<u>MS. SEERAT ZEHRA KAZMI</u>
Vice President	<u>MS. SALIMA FEROZ</u>
General Secretary	<u>MS. AYESHA IMRAN</u>
Joint Secretary	<u>MS. RABIA AHMAR</u>
Treasurer	<u>MS. FARHA FAHIM</u>

Members of HGWO welcomed the committee and wished them luck.

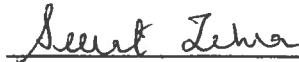
Ms. Huma Hasway



Ms. Roohi Sayeed



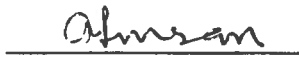
Ms. Seerat Zehra



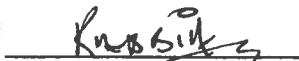
Ms. Salima Feroz



Ms. Ayesha Imran



Ms. Rabia Ahmar



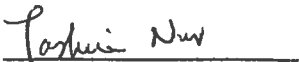
Ms. Ayesha Jawaid



Ms. Hina Rematullah



Ms. Tashina Nur



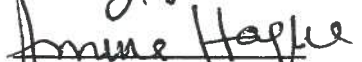
Ms. Nareen Puri



Ms. Shagufta Ashraf



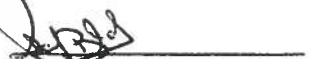
Ms. Amina Haq



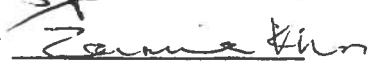
Ms. Sonia Habib



Ms. Sadaf Bilal



Ms. Zarmina Bakhtiar



Ms. Farha Fahim



Ms. Almas Muneeb



Ms. Shazia Rahman



HUNAR GHAR WELFARE ORGANIZATION.**LIST OF MANAGEMENT, MEMBERS & DONORS**

Seerat Zehra	President	CNIC # : 42301-7250881-6
Salima Faisal Feroz	Vice President	CNIC # : 42301-4071632-2
Ayesha Imran	General Secretary	CNIC # : 42301-7260619-4
Farah Fahim	Finance Secretary	CNIC # : 42301-9705281-2
Rabia Ahmer	Joint Secretary	CNIC # : 42000-040534-5
Huma Haswary		CNIC # : 42000-039782-8
Roohi Sayeed		CNIC # : 42301-9328744-8
Ayesha Jawaid		CNIC # : 61101-0371572-4
Amina Haque		CNIC # : 42301-9757946-0
Ghazala Hassan Bukhari		CNIC # : 35202-2693391-4
Hina Zafar		CNIC # : 42201-6714815-2
Naureen Javaid Puri		CNIC # : 42301-1826596-4
Sadaf Bilal		CNIC # : 42301-3962235-8
Sonia Habib		CNIC # : 42301-1880595-8
Tashina Nur		CNIC # : 42301-5957383-0
Zarmina Khan		CNIC # : 42301-7736152-6
Shagufta Ashraf Summa		CNIC # : 42301-0981824-4
Samina Imtiaz		CNIC # : 42301-9736908-2
Shazia Rehman		CNIC # : 42201-1687137-6
Asma Farid		CNIC # : 42301-8310388-4
Fauzia Amjad		CNIC # : 42301-4141296-2
Sima Siddiqui		CNIC # : 91400-0103461-4
Nabila Khwaja		CNIC # : 42301-7508194-6

Contd..... P/2

(2)

Shania Raza	CNIC # : 42201-4679676-4
Aisha Asim	CNIC # : 42301-1125567-2
Izzat Zehra Kazmi	CNIC # : 35201-1534003-8
Qudsia Junaid	CNIC # : 91506-0109114-6
Faiza Haswary	CNIC # : 42201-0361160-4
Maha Sayeed	CNIC # : 42301-5362077-2
Saadullah	CNIC # : 35201-7834033-2
Zuhad Rabbani	CNIC # : 42101-5185270-5
Umair Chaudary	CNIC # : 42000-4146811-9
Izza Hussain	CNIC # : 42201-0354568-8
Ghulam Rabani	CNIC # : 42101-3407793-9
Fauzia Tahir	CNIC # : 42301-1419017-2
Raees Abir	CNIC # : 42301-8399575-5
Irma Hasan	CNIC # : 42301-0991711-2
Zeba Zawwar	CNIC # : 42301-0767146-0
Shahnaq Saeed	CNIC # : 35202-7415242-2
Shahid Anwar	CNIC # : 42000-4738382-5
Perveen Anwar	CNIC # : 42000-0415932-0
