

## Protocol: Lajna Conducting Public Affairs Meetings

**Purpose:** Lajna Ima'illah USA under the shoba tabligh can assign designated members to convey to public officials matters pertaining to their auxiliary or jamaat official press release.

### Goals:

1. To establish a relationship with public officials
2. Promote awareness of Lajna Ima'illah and its efforts to assist the community
3. Convey the Official Press Release or work of jamaat Ahmadiyyat as instructed

### Protocol:

- A. Establish a person or team of Lajna members under the Tabligh Shoba to contact female public officials in your jamaat jurisdiction.
  - a. Teams should be approved by local sadr based on chanda status, purdah observing, knowledge of Ahmadiyyat, positive attitude and obedience to Nazme Jamaat.
  - b. No disciplinary action by jamaat
- B. Share names of person or team with Lajna National Tabligh Secretary with endorsement by local sadr and include their AMC code.
- C. Jamaat PA secretary can ask a Lajna member or members through the local sadr to assist in the jamaat PA work and goals. Obtain approval from National Sadr through Lajna National Tabligh Secretary.
- D. Purpose of meetings with female public officials:
  - a. Introduce Lajna Ima'illah USA goals and service to the community in the public official district
  - b. Seek resources, check their website. Note: some officials offer free services or free passes to museums which could be used for nasirat activity or other resources
  - c. Invite to Lajna or jamaat programs or events
  - d. Convey the Jama'at official message; the lajna members can schedule meetings as requested by jamaat Secretary Umur e Kharijiyya/Public Affairs through the lajna local sadr. He should:
    - i. Provide purpose and goal
    - ii. Provide script
  - e. Coordinate the time and message of meetings with jamaat PA secretary
- E. Meetings held by lajna for lajna purpose:
  - a. Create schedule with local lajna sadr approval
  - b. Coordinate schedule with jamaat PA secretary, copy lajna local sadr
  - c. Emphasize you represent the women's auxiliary of the Ahmadiyya Muslim Community and wish to meet to discuss the work of the women's auxiliary, in particular.
- F. Meetings held by lajna on behalf of jamaat PA
  - a. Emphasize you represent the Ahmadiyya Muslim Community

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- b. Follow the script or directions from the jamaat PA secretary
  - c. Provide a report to the local lajna sadr and jamaat PA secretary
- G. With permission of National Sadr Lajna, records should be kept of the contacts with female Members of Parliament (Public/Governmental Officials) or letters written at the national government level. (Guidelines for Office Bearers Worldwide, 2025)
- H. A list of all proposed meetings from the Lajna side should be shared with the local jamaat PA Secretary and a schedule of the jamaat PA Secretary meetings should be shared with the lajna tabligh secretary, copy the lajna local sadr. Ideally the first meeting should be held by the Jamaat PA secretary.

### **Guidance from Jamaat National Secretary Khairjiyya endorsed by Lajna National Sadr** Regarding coordination of local Lajna with local jamaat Umur-e-Khairjiyya/PA secretaries:

- When sisters who are part of Umur-e-Khairjiyya team speak to government officials, convey the work of the Jama'at as a whole. The latter report directly to the local Umur e Khairjiyya Secretary.
- Local Jama'at Khairjiyya secretary cannot directly instruct local Lajna to do anything, and we've instructed all secretaries to be aware of this.
- If a local Jama'at Khairjiyya secretary has to provide a Jama'at-wide announcement or instruction, he will let his local Sadr Jama'at know, and the local Sadr Jama'at will convey this to the local Lajna Sadr, as needed.
- If a local Jama'at Khairjiyya secretary wishes to add a sister to his local Khairjiyya team, he will contact me (National Jamaat Secretary PA) and suggest the names of the sisters, at which point I send those names and request to National Sadr Lajna USA directly for processing (as we have been doing). National Umur-e-e-Aama will conduct a clearance check before final approval.
- Once a local sister is approved by National Sadr Lajna and cleared by Umur-e-Aama to be a part of the local Khairjiyya team, she will report to the local Khairjiyya secretary relating to the Khairjiyya work only and no auxiliary matters, which are separate and apart from the local Jama'at role.

NOTE: Any questions or concerns should be communicated to Lajna National Tabligh Secretary.

8/16/25 National Sadr Lajna Ima'illah USA and Lajna National Tabligh Secretary