

**Trade &
Industry**

2013-2014

**Lajna Imaillah UK
National Syllabus**



Dear Presidents and Trade and Industry Secretaries, Assalamo Alaikum wa Rahmatullahe wa barakatahu

Welcome to the New Lajna Year, 2013-2014.

I hope this letter finds you well. Alhamdollilah, the last year was fruitful for this department. By the grace of Allah the Almighty, many branches were active throughout last year, and produced lovely artefacts, held classes, sent in donations and raised funds. Many branches are holding meena bazaars, and the effort that goes into the National Meena Bazaar is phenomenal.

Centenary: we would like to extend our heartfelt congratulations to all members at the UK Centenary. Mashallah this year saw the completion of 100 years of Ahmadiyyat in the UK, Alhamdolillah.

The Trade and Industry department remains busy all year round. We hold stalls and exhibitions, and on a local level we try to promote new skills particularly in sewing cooking, and handcrafts, i.e. skills that our ladies can utilise to earn money from home, so that they may contribute more in Chanda. This is the main aim of the department and the reason for which it was set up. Alhamdolillah, there are many women who work hard to raise money for the Jamaat and by doing so we are fulfilling part of our role as Lajna Imaillah.

We aim to improve and build on the success of last year and to better ourselves Inshallah. We realise that there was not much involvement with the website, and we apologise for this. Our email was not working properly and we were unable to upload photos etc. We hope to rectify this for the coming year. Please do send in your photos and other things that you think are worthy of mention so that we can share them with all.

We hope and pray that this coming year also brings with it success for the department and the Jamaat as a whole, Ameen. May Allah enable us all to work towards making this year even more successful than the last. May he bless our efforts and help us along the way. Please remember all of us in your prayers.

We look forward to working with all of you

Mrs Nasira Rashid

Sec Trade and Industry

Mrs Nasira Rehman

Sadr Lajna UK

Review of previous year

Majalis who are achieved high results in this department last year are Earlsfield and Roehampton, Mashallah. They have kept up their momentum from last year and are again among the top majalis for Trade and Industry. However this year we have some others who are catching up with them, namely Cheam, Sutton, Balham, Walsall and Tooting Bec. May Allah enable them to continue and may others follow their example.

Meena Bazaars

Mashallah this year's Meena Bazaar celebrating the 100 years of Ahmadiyyat in the UK was very successful, Jazakamullah. This has been the theme for the whole of last year, and has been well received by Lajna and Nasirat who have gone to many lengths to adhere to the theme and hold successful events up and down the country.

There have been many Regional Meena Bazaars as well to raise money for the Lajna Premises. We would like to mention the hard work of London Region and Bait ul Noor especially in this regard. Branches too have been busy fundraising, as usual. Jazakallah for all your efforts. May Allah bless you all.

However, some branches, albeit a few have yet to develop their interests and activities further in this field. We hope and pray that Inshallah this year we see an increase in activity all round.

Reports

Alhamdulillah, almost all branches are now sending in their monthly reports with details of the work done, recipes, and pictures. It is obvious that there is a lot of work being done throughout the UK. We look forward to another successful and wonderful year, and to work with all of you. Please remember the department and all its workers in your prayers

Classes

Mashallah many branches have been holding separate classes for handicrafts, cooking and sewing. A lot of effort goes into these classes and they produce lovely things. Many also teach beyond the syllabus.

Exhibition

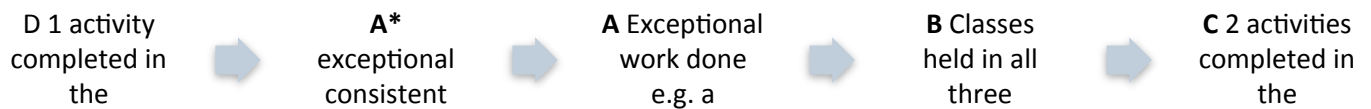
This year, the Centenary Exhibition was very well received. We had a lot of guests Mashallah including MP's. Not only does this showcase Lajna talent, but it acts as a silent tabligh exhibition also with many items showing aspects of Islam and Ahmadiyyat.

There was also an exhibition at the Meena Bazaar with the Centenary theme. Items were very well made and imaginative. There were many entries for the model mosque competition. Mashallah, the models, particularly of Fazl Mosque were beautiful.

Grading

- **Majalis are graded every month from A-D**
- **Grades are awarded according to reports and work done**
- **For the highest grade branches should try to complete all the activities: classes, funds raised, donations, competitions meena bazaars.**
- **Organising and holding a meena bazaar is very demanding. It is therefore worth a higher grade. We do not expect you to hold a meena bazaar every month**
- **Your position at the end of the year is based on the monthly grades**

A **guideline** is detailed below:



Fund raising

Local Fundraising

Branches can raise funds through bazaars and stalls. Please divide the proceeds as follows:

1. 25% of profit should be sent to Lajna Imaillah Central team as branches Trade and Industry income, which can be used by the central team for schemes on behalf of Lajna UK. For example, Lajna UK can donate money on behalf of all Lajna for a particular mosque fund.
2. 75% of PROFIT should be kept for Lajna use. In this way Lajna branches will have some funds available to them to
 - To meet costs to hire/rent halls for local or regional meetings or other events
 - To assist needy members with transport costs to regional/national events
 - To hold more Meena Bazaars/stalls throughout the year,
 - To buy arts and crafts goods to teach members skills,
 - To buy ingredients to hold cooking classes,

Stalls that are held at local schools should be reported to us only if you have earned money for the trade and industry department. If the money has been donated to Khidmat-e-Khlaq, this should be reported to the Khidmat-e-Khalq department.

IMPORTANT NOTE

Please make sure that you mention in your reports details of money spent and of funds raised and that you *count the money in front of other amla members and obtain their signature confirming the amount*. If you refund anyone for material or goods donated obtain their signature as receipt for the amount. For any cash donation, however small, a receipt has to be given or that you send the money with a letter detailing the amounts

NEW INSTRUCTION FROM SADR LAJNA UK: Please note that previously money that has been raised at a local level has been donated to many different funds. From now on, Sadr Sahiba has instructed that you make it clear in you Amla meetings what you are raising money for, and local Amla will decide collectively on where to give the money.

Donations

Please keep in mind that we sell donations. We request that you send new items to us for this purpose. Please make sure that all donations are clearly labelled with **'Trade and Industry'**. Please do not put things in black bags

Appeal for Lajna Premises

We are hoping to buy our own premises for Lajna that will Inshallah be able to cater for our growing needs. Mashallah, Lajna UK are very active and there is a need for premises that can support the work that we do together. We need your help to make this a reality.

First and foremost we ask that you all pray for this cause. We also humbly request that branches and regions pull together and work hard to raise funds for Lajna UK. Mashallah Lajna and Nasirat are always at the forefront of financial sacrifice and work hard to raise money for many worthy causes all year round. We ask you to put your efforts into this project as well so that we may all benefit and continue the work of Lajna on a larger and better scale than before, Inshallah.

This may seem like a daunting task but we remind you of the sacrifices that Lajna have made so far. Especially this year we remember those ladies in Qadian who funded the building of Fazl Mosque, London. We raised a lot of money for Berlin Mosque as well Alhamdulillah. We are sure that with Allah's help we will be able to succeed.

So far many branches and members have pledged money for example £5 or £10 a month to this cause. We will award those branches that have raised and collected the most money for the Lajna Premises Inshallah.

Meena Bazaar

National Meena Bazaar

There will be a National Meena Bazaar held this year Inshallah. Further instructions will come closer to the time.

South regions hold their meena bazaar together as part of the national meena bazaar

Other regions should hold a meena bazaar in their own regions and send all money to markaz/centre.

If regions need their money for some purpose you will need to ask Sadr Sahiba after submitting the money to the centre.

Regions may hold as many bazaars as they wish. We ask for the money from only one meena bazaar.

Money from extra meena bazaars may be kept by the region. We ask that you only inform us of the amount.

Local and regional Meena Bazaars

Localities and regions should hold their own Meena Bazaars

- Reports for all funds raised should be sent to the centre detailing the amount raised by producing an income and expenditure sheet. Please mark clearly as for Trade and Industry Department.
- All other money must be forwarded to the centre identified for Trade and Industry Department
- At the end of the year, the region that has raised the most will be awarded
- You may hold as many meena bazaars as you wish throughout the year, but each time the detailed report must be sent to the **Trade and Industry Department** at the centre.

Other Activities

Jalsa Salana UK

The exhibition held on this occasion welcomes all items made by Lajna and Nasirat.

As you are aware Jalsa Salana is a busy time for the department. We are always in need of helpers, and ask particularly that Trade and Industry secretaries make themselves available to us for duties. Private stall holders can contact us nearer the time should they wish to hold their own stalls.

The Trade and Industry department and Khidmat-e-Khalq departments are separate. Trade and Industry raise money *by* Lajna *for* Lajna

Ijtema UK

Items for this exhibition should be made by Lajna and Nasirat according to the syllabus. Items are judged and prizes are given out on the occasion by Sadr Sahiba.

Cook Book

The department hopes to publish a **cook book** to mark the occasion of 100 years of Ahmadiyyat in the UK. We request that you contact those who can cook well in your Majalis to add to the collection. We ask that you make sure

- Recipes have full details of measurements and pictures
- Recipes original recipes from our members, not from published cook books/internet.
- Recipes have the name and majalis of the member
- Recipes are sent in by email

Business Woman of the Year

Mashallah many Lajna run their own businesses be it clothes, jewellery, food etc. We would like to know who you think should be awarded 'Business Woman of the Year'. Please find attached a form for nominations. Fill out the form and send it to the centre.

Criteria are as follows:

- what encouraged them to start their business
- what their business model is
- what is their current turnover, workforce, growth rate, success
- how they overcame both business and personal challenges
- what lessons they have learnt along the way
- what value they see in business for other Lajna in the Jamaat and how it helps with managing a family
- what benefit other people get from the business

- If and how the business is beneficial to the Jamaat and links of the Business woman with the Jamaat

Form for Business Woman of the Year

Group	Handicrafts	Sewing	Cooking
Lajna 1	Make an item or set of jewellery for yourself or as a gift for an adult.	Make an apron and oven gloves matching set. The apron needs to have a pocket.	Make pizza with homemade dough Make garlic bread (not shop bought ones) Make 'shahi tukre' Make cheesecake Make pink tea
Lajna 2	Make a child's storage hanging with at least 4 pockets.	Make a patchwork shoulder bag large enough to hold an A4 file	Make chappati Make Bhindi/Okra Make Kofte or Meatballs Make Carrot Cake Make pink tea
Lajna 3	Make a flower arrangement using either fresh flowers or artificial hand made flowers that you have made yourself.	Knit or crochet a cardigan of your own size	Make spring rolls Make Kentucky style chicken Make keema naan Make laddoo from 'Besan' or Gram Flour Make upside down pineapple cake Make pink tea

This form may filled on behalf of somebody else as well

What encouraged you (them) to start the business?

Syllabus: Lajna 2013-2014

What is the current turnover, workforce, growth rate, success?

How have you overcome both business and personal challenges?

What lessons have you (they) have learnt along the way?

What value do you (they) see in business for other Lajna in the Jamaat and how it helps with managing a family?

What benefit do other people get from the business?

If and how the business is beneficial to the Jamaat and links of the Business woman with the Jamaat

- Cooking competitions will be awarded **LOCAL** level
- Sewing and Handicrafts will be awarded **REGIONAL** level
- Items that are first at **REGIONAL LEVEL** will then be put forward to **NATIONAL IJTEMA** and awarded there

Syllabus: Nasirat 2013-2014

Group	Cooking	Sewing	Handicrafts
7-9	Pasta Salad Make Welsh Rarebit (cheese on toast) Make French Toast Make Crispy Cakes	Make a pin cushion	Make a 3D animal picture and mount on cardboard
10-12	Make bruschetta Make Russian Salad bus 2013-2014 Lajna Imaillah	Make a stuffed toy of at least 12 inches 100 years of Ahmadiyyat in the UK	Make a pencil pot e.g. using lolly sticks

- Cooking competitions will be awarded **LOCAL** level
- Sewing and Handicrafts will be awarded **REGIONAL** level
- Items that are first at **REGIONAL LEVEL** will then be put forward to **NATIONAL IJTEMA** and awarded there
- Younger Nasirat should be taught how to set a tea tray for guests
- Older Nasirat should know how to set a table for guests