

## UTILIZATION OF ZAKAT

IHHN takes the following steps for collection and utilization of Zakat:

**Step 1:**

Welfare Officer interviews the deserving beneficiary and evaluates him/her in terms of their eligibility as Zakat recipients.

**Step 2:**

The approved 'Wakalat Nama' (Agency Agreement) is signed by the deserving beneficiary.

**Step 3:**

Authorized personnel collect Zakat on behalf of the eligible beneficiary.

**Step 4:**

Organization must maintain a separate Zakat bank account.

**Step 5:**

Zakat is transferred from the Zakat account to the ownership of Waqf pool account on a daily basis.

**Step 6:**

On a regular basis, the amount of Zakat is transferred from Waqf account into Operational General Account of the organization against the due payables of the eligible patient.