

POLICY PAPER

ALWASILA TRUST

Based on the Trust Deed (Registered under Sindh Trust Act 2020 & Trust Act 1882)

1. Introduction

AlWasila Trust is a legally constituted non-profit charitable and religious trust established under the **Sindh Trust Act 2020** and in continuation of its earlier registration under the **Trust Act 1882**. The Trust Deed formalizes its governance, objectives, and operational framework. This policy paper translates the clauses of the Trust Deed into clear **governance policies, operational guidelines, regulatory compliance structures, and institutional frameworks** for transparent, efficient, and Shariah-compliant functioning.

2. Vision, Mission & Core Values

2.1 Vision

To strengthen Islamic values and benefit humanity by establishing institutions and initiatives that serve the educational, social, medical, and moral needs of the community.

2.2 Mission

To develop and operate sustainable Islamic, educational, and welfare institutions guided by **Qur'an and Sunnah**, ensuring transparency, accountability, and maximal societal impact.

2.3 Core Values

- **Islamic Guidance (Qur'an & Sunnah)**
 - **Transparency & Accountability**
 - **Service to Humanity**
 - **Integrity**
 - **Social Responsibility**
 - **Equity & Inclusivity**
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3. Legal Status & Structure

3.1 Registered Name

ALWASILA TRUST

3.2 Legal Framework

- Sindh Trust Act, 2020
- Trust Act 1882
- Income Tax Ordinance 2001 (for exemption/approval under section 2(36) & section 47)

3.3 Registered Office

40-J-B, P.E.C.H.S Block 6, Karachi
(Or any other location decided by Trustees)

4. Governance Framework

4.1 Board of Trustees

The Trust is governed by the **Board of Trustees**, which holds full authority over management, policies, finance, and strategic direction.

4.1.1 Composition

- Maximum **10 trustees**
- Minimum **2/3 must be founders and/or their family members**
(Family includes spouses, children, grandchildren, and heirs)

4.1.2 First Trustees

- **Mr. Asim Ismail – Chairman**
- **Ms. Tehmina Ismail – Trustee**
- **Ms. Farzana Ibrahim – Trustee**

4.1.3 Appointment & Retirement

A trustee may vacate office if:

- deceased
- term expires
- resignation
- incapacity
- unsound mind

Vacancies are filled by remaining trustees in compliance with clause 3.01.

4.1.4 Chairman's Role

- Presides over all meetings
- Casting vote in case of tie
- Holds office for duration determined by the Board
- Member of Managing Committee
- Responsible for day-to-day oversight

4.1.5 Meetings

- Quorum: **2 trustees**
 - Chairman presides
 - Decisions by majority vote
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5. Managing Committee

5.1 Structure

Consists of:

- Chairman
- Two trustees nominated by the Board

5.2 Responsibilities

- All day-to-day operations
 - Internal management
 - Implementation of Board decisions
 - Administrative oversight of institutions
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6. Trust Objectives

This policy paper classifies the deed's objectives into strategic operational pillars.

6.1 Religious & Da'wah Objectives

- Qur'an & Sunnah are the **primary and overriding sources of guidance**
 - Any activity contradicting Sharī'ah is void
 - Establish Islamic centers and arrange programs for propagation of Islamic knowledge
 - Train **Muballighs** and support them financially
 - Publish and distribute Islamic literature
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6.2 Educational Objectives

- Establish institutions of all levels (schools, colleges, universities)
 - Incorporate Islamic principles and modern technology
 - Scholarships, grants, and educational assistance
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6.3 Health & Welfare Objectives

- Establish charitable hospitals, dispensaries, orphanages
 - Mobile treatment facilities
 - Social support programs (e.g., financial aid for needy)
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6.4 Social Development

- Community uplift programs
 - Nationwide philanthropic projects
 - Partnerships with other approved charitable trusts
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7. Financial Policy & Resource Management

7.1 Trust Fund

- Initial fund: **Rs. 10,000**
- Includes all future donations, gifts, movable/immovable properties

7.1.1 Right to Refuse Donations

Trustees may reject any donation without giving reasons.

7.2 Income Usage Policy

- Minimum **75% of annual income must be utilized**
 - Maximum **25% may be saved**, OR Rs. 10,000 (whichever is less)
 - Excess savings must be invested in secure immovable property with Trustees' approval
 - No trustee may receive salary for acting as trustee
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7.3 Expense Reimbursements

- Trustees may be reimbursed for **actual expenses only**
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7.4 Banking

- All funds must be deposited in scheduled banks
 - Accounts jointly operated as decided by the Board
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7.5 Financial Authority

Trustees may:

- Enter contracts
- Acquire, sell, or dispose property

- Commence or defend legal proceedings
 - Invest funds prudently
 - Issue grants, loans, or scholarships to approved institutions
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7.6 Financial Transparency

- Annual audit by Chartered Accountant
 - Maintenance of proper accounts, receipts, registers & asset documentation
 - Compliance with FBR requirements for approval & renewal
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8. Administrative & HR Policy

8.1 Staff Appointments

Trustees may:

- Hire staff, managers, accountants, advisors, legal counsel
- Define roles, salaries, contracts, and termination procedures

8.2 Record Management

- Mandatory preservation of property records, title deeds, accounts
 - Secure storage & digital backups
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9. Rule-Making Policy

Trustees may develop rules regarding:

- Meetings & procedures
- Management of institutions
- Admission policies
- Scholarship/loan policies
- Staff and HR rules
- Operational manuals for hospitals, schools, etc.

All rules must comply with this Trust Deed and Shariah.

10. Compliance and Regulatory Obligations

10.1 FBR Approval

Trust must apply for and maintain:

- Approval under **section 2(36)** (non-profit charitable status)
- Exemption under **section 47**

10.2 Reporting Requirements

- Annual audit
 - Submission of income/expenditure
 - Notification to FBR in case of dissolution
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11. Dissolution Policy

If the trust winds up:

- Remaining assets must transfer to another **FBR-approved non-profit charitable institution** with similar objectives
 - No asset may benefit trustees or relatives
 - Mandatory notification to FBR within 3 months
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12. Conflict of Interest Policy

- Trustees cannot derive any profit from Trust resources
 - Trustees must avoid personal benefit from transactions
 - Related-party transactions are prohibited unless transparently approved and compliant with FBR rules
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13. Indemnity Policy

Each trustee is responsible only for:

- His/her own actions
 - Not liable for acts of other trustees
- Trust provides indemnity where a trustee suffers loss due to actions of others.
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14. Policy Recommendations (Based on Deed)

14.1 Governance Enhancements

- Establish **annual strategic plan**
- Conduct minimum **two board meetings per year** (already practiced—good)
- Add independent advisors to strengthen professional governance

14.2 Operational Transparency

- Monthly financial reporting
- Digital accounting system
- Internal audit every 6 months

14.3 Program Development

- Develop Islamic Studies school curriculum
- Initiate a mobile medical unit pilot
- Launch Islamic research & publication wing

14.4 Donor Engagement

- Annual donor report
 - Impact measurement framework
 - Online donation management system
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