

Appendix 1

Generation Plan – Quantitative Analysis

Background

The World Federation ("WF") is intending to carry out a Generational Plan that would chart out a future path for the Khoja Community over the next 20 years. The path would determine necessary planning in key areas that affect daily living namely Economic, Social, Health, Educational, Spiritual and Others.

Scope of Work

A pre-requisite for an effective Generational Plan would be to collect qualitative and quantitative data from the worldwide community membership. This is critical for any planning to materialize.

Information on the size, distribution and characteristics of a community's population is essential for describing and assessing a community's economic, social and demographic circumstances and for developing sound policies and programmes [in such fields as education (Islamic and Secular), employment and manpower, business, family planning, housing, health, welfare, social, marriage etc] aimed at fostering the welfare of our world-wide community.

Hence, the World Federation requires its worldwide member communities ("Jamats") to carry out a comprehensive qualitative and quantitative census of their individual community in order to collect this data. This census would then be starting point for the Generational Plan exercise.

This paper sets out the requirements of such a census and suggests various models in carrying this out effectively.

Proposed Methodology for Quantitative Analysis

It is expected that the WF and Regional Bodies would work jointly on this project. Regions would be primarily responsible for ensuring the necessary and relevant data is collated and provided to the WF in a consistent format that can be readily analysed. The WF in return would organise regional training on the data requirements in the form of workshops. We therefore propose the work be carried out in three phases described below.

The proposed methodology is extremely dependent on the extent, credibility and quality of quantitative data available. We would discuss any necessary amendments to the proposed methodology, and its potential impact on the results of our study, with the WF and Regions once data and information is provided.

To date, a number of Jamats have carried out various census that has significantly varied in their style, focus and content from one Jamat to another. For example, Dar-es-Salaam Jamat has carried out a mini-census whereas Karachi Jamat has carried out an extended census. The WF needs to engage with member communities to define the extent of census that is practically feasible and consistent across the globe. Appendix A provides sample data including the census form that was designed by the Karachi Jamat.

The conduct of a census is a massive operation. Consequently, despite all the meticulous preparations, there is always some degree of error. Two main types of errors usually occur—coverage errors and content errors. The methods differ widely with regard to data requirements, the level of technical sophistication and the quality of the results.

The WF methodology should rely on the simplest approach bearing in mind that the WF would be carrying out this exercise for the first time ever

Phase 1: Data Gathering

The first phase of the proposed census would relate to information gathering and validation. The teams at both the regional and local jamat level would need to be identified and trained in data collection. The WF would send a trainer to each of the regions to provide a one day workshop to train the field workers and members of the Region/Jamats responsible for collating the relevant data.

Prior to the workshop, the WF would discuss with the individual Regions the sample data request specification provided in Appendix A. This would be done in order to determine any potential or known issues that may arise in using the sample data request in order to gather the data.

Our proposal assumes that the respective regions would be responsible for:

- Collecting the data to a central point from local jamats, from the expected multitude of sources. For ease and efficiency, it is anticipated that we would engage with a single central point of contact within the Region for data collection purposes.
- Providing all data in English
- Collating and combining the data (especially quantitative data) into a consistent format across all data sources in line with a field specification that the WF would provide.
- Cleaning the data as far as practically possible, e.g. ensuring consistent formats within each field (especially items such as dates and member IDs), correcting material data (input) errors, etc.
- Compiling the data into a suitable electronic format and compressing this into as few files as practically possible, with each particular type of data combined into a single database.
- Providing all data and information in a timely fashion that would leave sufficient time to complete the remaining phases within the agreed project deadline.

Phase 2: Model Building & Analysis

This phase of the census consists of building a core Microsoft Excel-based model and calibrating and populating it with the data received in Phase 1.

A census-based model that projects the expected future population over the next 5 years would be ideal because... Subject to the data collected allowing, the model should be segmented as follows:

- By age/gender
- By region
- By town

The demographic projections would allow for the addition of new members over the projection period, as well as those exiting through death or for other reasons.

This population model will also be used to project expected future population of the Khoja Shia communities world-wide so as to plan accordingly.

Phase 3: Reporting & Recommendations

In this phase, the WF would prepare best estimate projections of the underlying demographic trend within the Khoja Community.

The results of the census would then be used by the World Federations Generation Plan Team to come up with a robust plan that covers the following areas:

- Economic Development –including housing employment, business
- Education – Secular and Islamic
- Social /Marriage
- Spiritual
- Health/Medical
- Pensioners/Old Age planning
- Others

Census Team

The Generation Plan Co-Ordinator is **Mahmood Dhala** and the core team comprises of the following:

Shan e Abbas Hassam

Hassan Abullo

Shabbar Dhala

Safder Jaffer

Abbas Kanji

Kumail Manji

Hasanain Walji

Data Requirements

The more data that is collected, the better it will be for future planning. However, since the WF are proposing to carry out such a census for the first time, there will need to be a balance between the requirements for data collection versus the reality on the ground as to what is practically possible to capture within communal constraints.

This appendix defines the 'minimal' requirements to get any meaningful analysis as well as 'ideal' requirements:

A. Minimal Requirements

In summary, the minimal data that would need to be collected in order to be useful for any future planning would need to encompass the following four broad categories:

- 1. Personal Data** - Name/Address/ Age/Gender/ Blood Group etc
- 2. Family Data** - Children & Ages/ Schooling/College/Level of Education
- 3. Educational Data** - Level of Education Attained (BA, MA, Hawza etc), Employed/ Self-Employed/Occupation/Position/
- 4. Financial Data** - Income, Assets, Liabilities, Expenses etc.

This would be collated through the following information;

- 1.** A count of the number of members and dependents split by relevant member category (i.e. contributing members, non-members, dependents split by age, gender and jamat and regions).
- 2.** Number of deaths through the death registrar over the past 10 years.
- 3.** Number of births through the registrar over the past 10 years
- 4.** Membership data, with as much of the following information as possible:
 - a.** Member/Dependent identifier (no names, addresses,state)
 - b.** Jamat Membership number/ identifier
 - c.** Date of Membership
 - d.** Age and Gender of member /spouse/dependents (each captured separately)
 - e.** Occupation
 - f.** Education Level
 - g.** Salary/Income
 - h.** Expenditures (including khums payments)
 - i.** Assets
 - j.** Liabilities

B. Ideal Requirements

More extensive data would allow more comprehensive analysis and planning and would ideally cover the following areas:

- Age and Gender
- Ancestry
(Gujrat,Cutch,Karachi,Bombay etc)
- Births
- Deaths
- Disability
- Education – Secular & Religious
- Expenses (including khums collections, other dues)
- Families and Living Arrangements
- Fertility
- Geographical Mobility/Migration
- Health
- Housing
- Income
- Industry and Occupation
- Language Use (native gujrati, urdu, English,others)
- Marriage and Divorce
- Population Estimates (planning for match-making etc)
- Population Projections (future demographics)
- Poverty (welfare)
- Veterans/Old People
- Wealth and Asset Ownership
- Well-Being

The WF shall develop a standard Excel Template with relevant data fields to be captured by each jamaat once the extent of data that is feasibly possible to collect is agreed upon.

Sample of Data – Karachi Jamaat (see next page)

Note: To be filled by every individual

1) Full Name		2) Surname	
3) NIC No. (New/Old)		4) JID Card No.	
5) Fathers Name		6) Surname	
7) NIC No. (New/Old)		8) JID Card No.	
9) Husbands Name		10) Surname	
11) NIC No. (New/Old)		12) JID Card No.	
13) Residential Address			
14) Union Council No.		15) Town	
16) City		17) PS	
18) Country		19) Postal Code	
20) Police Station			
21) Res. Tel. No.		22) E-mail	
23) Mob No. (1)		(2)	
24) No. of Family Members Living with you			
25) Residential Status			
☐ Rent ☐ Owned ☐ Goodwill ☐ Any Other:			
26) Area (in Sq ft/ Sq Yards)		27) Residing Since	
28) Languages Spoken			
☐ Gujarati ☐ Katchi ☐ Sindhi ☐ Urdu ☐ English ☐ Persian ☐ Arabic			
☐ Swahili ☐ Any Other:			
29) Mother Tongue			
☐ Gujarati ☐ Katchi ☐ Sindhi ☐ Any Other:			
30) Blood Group			
☐ A +ve ☐ A -ve ☐ B +ve ☐ B -ve ☐ AB +ve ☐ AB -ve ☐ O +VE ☐ O -VE			
31) Marital Status			
☐ Single ☐ Married ☐ Divorced ☐ Seperated ☐ Widow/ Widower			
32) Date of Birth		33) Islamic Date of Birth	
34) Place of Birth			
☐ Karachi ☐ Hyderabad ☐ Badin ☐ Talhar ☐ Tando Bago ☐ Mirpur Bathoro			
☐ Any Other:			
35) Gender		36) Occupation	
☐ Male ☐ Female		☐ Student ☐ Housewife ☐ Employee ☐ Self Employed ☐ Un-Employed ☐ Retired ☐ Pensioner	
Employment Details (For Employees Only)			
37) Organisation Name			
38) Address			
39) Specific Nature of Firm			
40) Tel. No. (1)			
Tel. No. (2)			
41) Fax No.			
42) Managerial Level			
☐ Senior Management ☐ Middle Management ☐ Front Line Management			
☐ Any Other:			
43) No. of Years in Current Service			
☐ Less than 5 Years ☐ Between 5 to 10 years ☐ Between 11 to 20 years ☐ Between 21 to 35 years			
☐ More than 35 Years 44) Designation			
45) Income Bracket Per Month (Rs.)			
☐ Upto 5,000 ☐ Between 5,001 to 10,000 ☐ Between 10,001 to 15,000 ☐ Between 15,001 to 25,000			
☐ Between 25,001 to 35,000 ☐ Between 35,001 to 50,000 ☐ Between 50,001 to 100,000 ☐ Above 100,000			
Business Details (For Self-Employed)			
46) Organisation Name			
47) Address			
48) Specific Nature of Firm			
49) Tel. No. (1)			
Tel. No. (2)			
50) Fax No.			
51) Position			
☐ Proprietor ☐ Partner ☐ Director ☐ Managing Director			
☐ Any Other:			
52) No. of Years in Business			
☐ Less than 5 Years ☐ Between 5 to 10 years ☐ Between 11 to 20 years ☐ Between 21 to 35 years			
☐ More than 35 Years 53) No. of Employees			
54) Income Bracket Per Month (Rs.)			
☐ Upto 5,000 ☐ Between 5,001 to 10,000 ☐ Between 10,001 to 15,000 ☐ Between 15,001 to 25,000			
☐ Between 25,001 to 35,000 ☐ Between 35,001 to 50,000 ☐ Between 50,001 to 100,000 ☐ Above 100,000			

Any Outstanding Loans From:				
55) For House	☐ Community Trust	☐ Office	☐ Bank	☐ Any Other Source:
56) For Vehicle	☐ Bank	☐ Office	☐ Any Other Source:	
57) For Personal Needs	☐ Community Trust	☐ Office	☐ Bank	☐ Any Other Source:
58) Purpose of Personal Loan	☐ Wedding	☐ Medical	☐ Small Business	☐ Education ☐ Any Other Source:

59) No. of Owned Vehicles	Motor Cycle		Car / Van		Coaster		Any Other:	
---------------------------	-------------	--	-----------	--	---------	--	------------	--

Academic Educational Background

Qualification	Name of Institution	Major	Achievement	Scholarship
60) Primary	☐ Fatimiyah School ☐ Al-Murtaza School ☐ Ghulaman-e-Abbas ☐ Habib School ☐ Qamar-e-Bani-Hashim ☐ Any Other:			☐ Yes ☐ No
61) Matriculation/ O Level or Equivalent	☐ Fatimiyah School ☐ Al-Murtaza School ☐ Ghulaman-e-Abbas ☐ Habib School ☐ Qamar-e-Bani-Hashim ☐ Any Other:			☐ Yes ☐ No
62) Intermediate/ A Level or Equivalent	☐ Fatimiyah School ☐ Adamjee Science College ☐ Government Commerce ☐ Any Other:	☐ Pre Medical ☐ Pre Engineering ☐ Commerce ☐ Arts ☐ Home Economics ☐ Any Other:		☐ Yes ☐ No
63) Graduation	1. _____ 2. _____ 3. _____ 4. _____	1. _____ 2. _____ 3. _____ 4. _____		☐ Yes ☐ No
64) Post Graduation Levels	1. _____ 2. _____ 3. _____ 4. _____	1. _____ 2. _____ 3. _____ 4. _____		☐ Yes ☐ No
65) Professional/ Certification Courses				☐ Yes ☐ No
66) Future Academic Education Plan		☐ Yes ☐ No		

67) Have you attended any Maktab:	☐ Yes ☐ No	If Yes Please specify name of Institution(s):

Religious Educational Background

68) Level	69) Books	70) Name of Institute
71) Future Religious Education Plan	☐ Yes ☐ No	

Health				
72) Disease & Health Problem	73) Suffering Since	74) Consultant	75) Clinic / Hospital	76) Hereditary
				☐ Yes ☐ No
				☐ Yes ☐ No
				☐ Yes ☐ No
				☐ Yes ☐ No
				☐ Yes ☐ No

Sports	
77) What kind of Sports do you like?	☐ Indoor ☐ Outdoor
78) Sports you like most	☐ Football ☐ Hockey ☐ Cricket ☐ Table Tennis ☐ Swimming ☐ Basketball ☐ Badminton ☐ Squash ☐ Snooker ☐ Karate ☐ Any Other:
79) Any Achievemnet	

Entertainment	
80) Type of your television Network	☐ Islamic Cable ☐ Other Cable ☐ World Dish ☐ Iranian Dish
81) TV programmes you like to Watch	☐ Religious ☐ Informative ☐ Sports ☐ Drama ☐ News ☐ Documentaries ☐ Comedy ☐ Any Other:

82) Books you read	☐ Islamic ☐ Scientific ☐ Fiction ☐ Non-Fiction ☐ Any Other:
--------------------	--

83) Do you visit the Library	☐ Yes ☐ No	If Yes pleas specify name of Library:
------------------------------	--	---------------------------------------

84) Newspaper you read	☐ English ☐ Urdu ☐ Gujurati ☐ Sindhi ☐ Any other:
Names of the Newspaper	

85) How often you use the internet	☐ Daily ☐ Weekly ☐ Monthly
------------------------------------	---

86) Do you work for any Social /Religious organisation		☐ Yes ☐ No
87) Name of Organisation	88) Numbers of Hours you Spend	89) Period (Select One)
		☐ Yearly ☐ Monthly ☐ Weekly
		☐ Yearly ☐ Monthly ☐ Weekly
		☐ Yearly ☐ Monthly ☐ Weekly

Dependants Information			
90) No. of Dependents			
91) Name of Dependent	92) Dependent's relationship to you	93) CNIC / Form B No.	94) Whether Earning
			☐ Yes ☐ No
			☐ Yes ☐ No
			☐ Yes ☐ No
			☐ Yes ☐ No
			☐ Yes ☐ No
			☐ Yes ☐ No

95) Documents Attached			
☐ JID Card	☐ NIC (New/Old)	☐ B Form	☐ Four Recent Passport Size Photographs

Signature / Thumb Impression:

Date: _____

--