

**UBUDIYYAH
BUSINESS
MODEL
(UBM)**

GLOSSARY OF TERMS

UBM GLS 01

Controlled Copy

Ubudiyyah Business Model	Function: All functions	Document Number: UBM-GLS-001
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GENERAL MANAGEMENT

'Amali	Practical
Aakhirah	Hereafter
Aayaat	Plural of Ayah, verse of the Holy Qur'an
Adab	Manners, etiquettes
Ahadith	Plural of Hadith
Akhlaq	Plural of 'Khulq', manners, morals, character.
Azm	Determination, resolution to do a thing.
Barakah	Blessing
Bi'ah	Culture, environment
Birr	Righteousness, goodness
Da'wah	Call, invitation (to accept Islam)
Deen	Religion, way of life
Du'a	Supplication
Fardh Kifayah	An absolute obligation, the fulfilment of which by some members of the community, shall suffice the other members as well. But if no one discharges this obligation, the sin of thereof shall fall on all members of the community.
Hadith	The sayings, actions or mute consent of the Noble Prophet , as related from his companions.
Hajj	One of the five pillars of Islam. The obligatory pilgrimage to Makkah and neighbouring sites. Details as to who is obliged to perform Hajj, when and how it is to be performed, etc. can be viewed in books of Fiqh (jurisprudence)
Halal	Lawful, as declared in the Holy Shari'ah
Hidayah	Guidance
Ibadah	Acts of worship, acts that show one's servitude to Allah .
Idaarah	Management. It may also be used to depict an institution, social or organizational
Ijtihad	Deduction
Ijtima'iyah	Collective unity
Imaan	Faith

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Imaarah	Leadership
In sha Allah	'If Allah wills'. A phrase that ought to be added when expressing one's intentions for the future.
Istiqamah	Steadfastness
Jahannum	Hell
Jaiz	Permissible
Jama'ah	Group, congregation
Kasb	Earning (of livelihood, etc.)
Khair	Goodness
Maal	Wealth, tangible assets of worth
Majlis Shura	Advisory Council
Maqaasid	Plural of Maqsad
Maqsad	Objective, purpose
Mu'aashraat	Social actions and interactions
Mu'amalaat	Transactions (usually of financial/economic kind)
Muhsin	A person who has acquired the stage of Ihsan, excellence; a person who does good, or someone who performs something with excellence.
Muraaqabah	Controlling, overseeing
Muttaqi	A person who has Taqwa, who fears Allah and is always conscious of Him.
Niyyaat	Plural of Niyyah
Niyyah	Intention, motive behind an action
Qur'an	The Muslims' Holy Book; Allah's words that had been revealed to Sayyiduna Muhammad, that have been recorded and preserved right since the time of revelation, and that have been handed down (in writing and through memory) from generation to generation by such a huge number of people as allows no doubt with regard to its authenticity.
Rizq	Sustenance
Sahabah	Companions of the Noble Prophet, those blessed people who had seen the Noble Prophet during his lifetime, in a state of faith.

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Salah	One of the five pillars of Islam; the five daily prayers which every Muslim must offer, even though he might be on his deathbed. According to the Hadith, the distinguishing factor between Kufr and Islam
Sawm	One of the five pillars of Islam; the intentional abstaining from food, drink and intercourse, from dawn to dusk, in the month of Ramadhan. This too, is due form every Muslim, though there are some exceptions concerning extraordinary cases.
Sayyiduna	Literally ‘Our Chief’, ‘Our Master’, an honorary Arabic appellation
Shar’ee	Pertaining to the Shari’ah
Shari’ah	The Holy Law of the Muslims. The Shari’ah has been derived from four sources, the Holy Qur’an, the Ahadith (plural of Hadith), Qiyas (analogy) and the consensus of the Muslim community regarding a certain issue.
Shura	Counsel, consultation
Sifaat	Plural of Sift, characteristics, attributes.
Sirat	Life, character
Sunnah	The ways and manners of the Holy Prophet ; the word ‘Sunnah’ is mostly used for his actions.
Surat	Appearance
Ta’aawun	Co-operation, assistance
Tadbeer	Planning
Tanzeem	Organizing
Taqwa	Mindfulness of obeying Allah’s orders and abstaining from his prohibitions as a result of His love and fear.
Tawakkul	Reliance on Allah , entrusting the outcome of one’s affairs to Allah Most High, after having done whatever had been in one’s power to achieve one’s goal.
Tawfeeq	Allah’s enablement/empowerment which he grants one to perform any action of good towards which He had guided His servant.
Tawheed	Oneness of Allah Most High
Ulama	Plural of ‘Alim, Islamic scholar
Uloo al amr	Decision making body, people who are apt (with regard to their knowledge and experience pertaining to the matter at hand) to make a decision.
Ummah	Normally used for the followers of a particular prophet; a group of people with a common mission.
Wabillahiattawfiq	‘And Allah is the one who gives the ability to do good.’

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Yaqeen

Certainty, unblemished by any kind of doubt

Zakah

One of the five pillars of Islam. The obligatory payment of 2.5% of assets that have been specified by the Holy Shari'ah as subject to Zakah. Details as to who is obliged to pay Zakah, what kind of property is subject to Zakah and under which conditions, who is fit to receive Zakah, and how Zakah is to be paid, etc. can be viewed in books of Fiqh (jurisprudence)

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HDS

Aalim	An Islamic scholar
Abaya	Loose gown, outer garment
Alhamdulillah	Praise be to Allah
Amanah	Trust – whether of tangible or intangible kind (i.e. assets or benefits)
Barakah	Blessing
Darul Ifta	A place where people can submit their enquiries about matters relating to the Holy Shari’ah and receive authentic documented answers from qualified Mufties.
Gharar	Element of uncertainty or deception in contractual matters.
Hadith Qudsi	A Hadith in which the Messenger of Allah quotes Allah Most High as saying something. Hadith Qudsi are Allah’s words, apart from the Holy Qur’an
Hadiths	Anglicized plural of Hadith
Halal	Lawful, as declared in the Holy Shari’ah
Haram	Unlawful as decreed in the Holy Shari’ah
Huqooq ul Ebad	Rights of (Allah’s) servants
I’tida’	Transgression against the limits set by the Holy Shari’ah
Ibadah	Acts of worship, acts that show one’s servitude to Allah .
In sha Allah	‘If Allah wills’. A phrase that ought to be added when expressing one’s intentions for the future.
Ja’iz	Permissible
Jāhiliyyah	Ignorance, often used to denote the pre-Islamic era.
Khalwah	Solitude
Mahram	A relative within the prohibited degrees, a relative with whom one cannot establish marital relations.
Qawiyun ameen	Strong, trustworthy
Qur’an	The Muslims’ Holy Book; Allah’s words that had been revealed to Sayyiduna Muhammad , that have been recorded and preserved right since the time of revelation, and that have been handed down (in writing and through memory) from generation to generation by such a huge number of people as allows no doubt with regard to its authenticity.

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Rizq	Sustenance
Satr	Those body parts that must be concealed all the time.
Shar'ee	Pertaining to the Shari'ah
Shari'ah	The Holy Law of the Muslims. The Shari'ah has been derived from four sources, the Holy Qur'an, the Ahadith (plural of Hadith), Qiyas (analogy) and the consensus of the Muslim community regarding a certain issue.
Shaytān	Satan
Takaful	The Islamic alternative to conventional insurances
Tayyab	Pure, wholesome

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MARKETING & SALES

Akhlaq	Plural of 'Khulq', manners, morals, character.
Al Hamdulillah	Praise be to Allah.
Ameen!	'So be it!' An exclamation to conclude one's supplication to Allah .
Amirul Mumineen	The Leader of the Faithful. Appellation of the Muslim ruler
Ashraful Makhluqat	The noblest of creatures, i.e. human beings.
Barakah	Blessing
Deen	Religion, way of life
Gharar	Element of uncertainty or deception in contractual matters.
HADITH	The sayings, actions or mute consent of the Noble Prophet , as related from his companions.
Halal	Lawful, as declared in the Holy Shari'ah
Haraam	Unlawful, as declared in the Holy Shari'ah
Ibadah	Acts of worship, acts that show one's servitude to Allah .
Ihtikar	Hoarding
In sha Allah	'If Allah wills'. A phrase that ought to be added when expressing one's intentions for the future.
Israaf	Wastefulness, extravagance, excess. Using lawful resources beyond the limits of moderation.
Jaiz	Permissible
Khair	Goodness
Khilafah	Vice-regency, Caliphate
Khutbah	Address, sermon
Mahram	A relative within the prohibited degrees, a relative with whom one cannot establish marital relations.
Makrooh Tahreemi	A matter of major dislike, bordering on the haram
Makrooh Tanzih	A matter of minor dislike, usually incurred by neglecting a Sunnah or recommended action
Masjid	Mosque

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Najasah Batiniyah	Inward impurity
Najasah Zahiriah	Outward impurity
Naseehah	Benevolent intent towards everyone that you deal with, well-wishing
Qimar	Gambling. This includes all situations in which the chances of obtaining a large profit are not coupled with bearing a risk of similar proportion, i.e. where one is likely to gain a large amount by only contributing a small amount.
Qina'ah	Contentment
Ramadhan	The 9 th month of the Islamic calendar, the month of fasting
Rizq	Sustenance
Sadaqah	Charity; the expression, although usually depicting material charity, may extend to all deeds of righteousness.
Salatul Fajr	The early morning prayer
Salatul Jumu'ah	The Friday prayer
Sayyiduna	Literally 'Our Chief', 'Our Master', an honorary Arabic appellation
Shar'ee	Pertaining to the Shari'ah.
Sherr	Evil
Sifaat	Plural of Sifah, characteristics, attributes.
Subhan Allah	'Glory be to Allah!'
Sunnah	The ways and manners of the Holy Prophet ; the word 'Sunnah' is mostly used for his actions.
Tajassus	Seeking to uncover confidential information, spying
Taqwa	Mindfulness of obeying Allah's orders and abstaining from his prohibitions as a result of His love and fear.
Tawfiq	Allah's enablement/empowerment which he grants one to perform any action of good towards which He had guided His servant.
Tayyab	Pure, wholesome
Wa Allahu Al Musta'aan	'And Allah is the one Whose help is sought.'

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SUPPLY CHAIN

Akhlaq	Plural of 'Khulq', manners, morals, character.
Amanah	Trust – whether of tangible or intangible kind (i.e. assets or benefits)
Amir	Leader, in-charge/supervisor of a group
Birr	Righteousness, goodness.
Darul Ifta	A place where people can submit their enquiries about matters relating to the Holy Shari'ah and receive authentic documented answers from qualified Muftis.
Hadith	The sayings, actions or mute consent of the Noble Prophet , as related from his companions.
Halal	Lawful, as declared in the Holy Shari'ah
Haram	Unlawful, as declared in the Holy Shari'ah
In sha Allah	'If Allah wills'. A phrase that ought to be added when expressing one's intentions for the future.
Insaniyyah	Mankind
Israaf	Wastefulness, excess. Using lawful resources beyond the limits of moderation.
Jannah	Paradise
Khiyarat	Options
Mufti	A person qualified to give Fatwas (Islamic legal injunctions), after having specialized himself in Islamic jurisprudence and authorized by qualified authorized senior Mufties.
Niyyah	Intention, motive behind an action
Shar'ee	Pertaining to the Shari'ah.
Shari'ah	The Holy Law of the Muslims. The Shari'ah has been derived from four sources, the Holy Qur'an, the Ahadith (plural of Hadith), Qiyas (analogy) and the consensus of the Muslim community regarding a certain issue.
Sunnah	The ways and manners of the Holy Prophet ; the word 'Sunnah' is mostly used for his actions.
Takaful	The Islamic alternative to conventional insurances
Taqwa	Mindfulness of obeying Allah's orders and abstaining from his prohibitions as a result of His love and fear.

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FINANCE

'Aib-ur-Ru'yah	Option to cancel a transaction if any defect is found in the delivered goods upon inspection of the same
Amanah	Trust – whether of tangible or intangible kind (i.e. assets or benefits)
Ameen	Trustee – the person who is in charge of an Amanah
'Aariyah	Taking an asset for use free of any rental charge; letting someone use an asset without expecting any monetary benefit in return
Bay al Sarf	Sale of cash against cash – whether it be in the form of currencies, e.g. Selling Rupees against Dollars, or bullion against bullion. This kind of sale is very strictly regulated by the Holy Shari'ah as it is a very likely cause of Riba
Bismillah	'In the Name of Allah'
Darul Ifta	A place where people can submit their enquiries about matters relating to the Holy Shari'ah and receive authentic documented answers from qualified Mufties
Dhamaan	Personal guarantee; i.e. one person stands guarantee for another in financial matters, especially loans.
Diminishing Musharakah	A special kind of partnership where two parties purchase an asset together, and in which one party then sells his share in the asset gradually to the other party, until the other party becomes complete owner of the asset.
Fasid	Void. Another possible translation would be 'invalidated'. It is used to denote an action/transaction that had fulfilled all conditions pertaining to its correctness but also includes a non-compatible clause or element.
Gharar	Element of uncertainty or deception in contractual matters.
Ghasb	Usurpation
Hadith	The sayings, actions or consent of the Noble Prophet , as related from his companions.
Halal	Lawful, as declared in the Holy Shari'ah
Haram	Unlawful, as declared in the Holy Shari'ah
Ijarah	Contract of Lease (assets as well as services)
Ijarah wa Iqtina'	Contract of Lease, coupled with a unilateral promise of gift, i.e. that the leased asset shall pass into the lessee's ownership.
Israaf	Wastefulness, extravagance, excess. Using lawful resources beyond the limits of moderation.

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Istijrar	Istijrar is an agreement where a buyer purchases something from time to time with there being no offer and acceptance or bargain for each new transaction. There is one master agreement where all terms and conditions are fixed.
Istisna'	Contract of sale of specified items to be manufactured (or constructed), with an obligation on the part of the manufacturer (or contractor) to deliver them upon completion.
Khiyar-ush-Shart	A condition of retaining the option to reverse a sale within a certain period of time. This condition can be stipulated by both, the buyer as well as the seller.
Mithli	Homogenous goods/assets. This refers to all such assets where one specimen is just as the other in all its distinguishing qualities and specifications, and which hence can easily be replaced in kind, for example: currency notes, eggs, etc.
Mu'ajjir	Lessor (in a contract of Ijarah)
Mudharabah	A special kind of partnership where one party (Rabbul Maal) provides the capital, and the other party (Mudharib) contributes the labour in a certain enterprise, and in which profits are divided at a certain previously agreed ratio.
Mudharib	The labour contributing party in a contract of Mudharabah
Mufti	A person qualified to give Fatwas (Islamic legal injunctions), after having specialized himself in Islamic jurisprudence and authorized by qualified authorized senior Mufties
Muhayah	A situation in which the benefits of an asset are divided amongst the parties, rather than the asset itself.
Murabahah	A kind of sale where the seller discloses the cost at which he had acquired a particular asset and/or the profit he intends to make through the sale.
Musharakah	A partnership where all participants contribute capital, and in which profits are divided at a certain previously agreed ratio.
Muslih	A third party who is appointed to bring about reconciliation between two contending parties.
Musta'eer	A person to whom an asset is given on 'Aariyah basis
Mustajir	Lessee, one of the parties in an Ijarah contract.
Niyyah	Intention, motive behind an action
Qadhi	A qualified authentic Shari'ah judge whose verdicts are to be implemented.
Qard	Loan
Qimar	Gambling. This includes all situations in which the chances of obtaining a large profit are not coupled with bearing a risk of similar proportion, i.e. where one is likely to gain a large amount by only contributing a small amount.

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Qur'an	The Muslims' Holy Book; Allah's words that had been revealed to Sayyiduna Muhammad, that have been recorded and preserved right since the time of revelation, and that have been handed down (in writing and through memory) from generation to generation by such a huge number of people as allows no doubt with regard to its authenticity.
Ra's Maal	Capital investment in a Musharakah or Mudharabah, etc.
Rabbul Maal	The party who contributes the capital in a Mudharabah contract.
Rahn	Mortgage, charge, pawn, pledge. A kind of material security in a financial transaction.
Riba	<p>The literal meaning of Riba is 'increase', 'excess'. It is usually translated as 'usury' or 'interest', but both terms do not render the whole meaning of Riba.</p> <p>In the Holy Shari'ah, Riba covers two concepts:</p> <p>Riba an-Nasiyah: A surplus charged over and above the actual loan and to be payable by the debtor no matter if that surplus had been in exchange of some additional time to settle the loan, or not. This is comparable to the interest charged/paid by conventional banks.</p> <p>Riba al Fadhl: An excess amount procured by exchanging a large quantity of low quality goods against a small quantity of high quality goods of the same kind, like, for example, changing 2 kg of low quality dates against 1 kg of high quality dates.</p> <p>Both kinds of Riba are strictly prohibited in Islam, even if it is just a petty amount.</p>
Salam	A kind of sale where goods are paid in advance and delivered at a previously determined time in the future.
Salis	An arbitrator between two contending parties
Shari'ah	The Holy Law of the Muslims. The Shari'ah has been derived from four sources, the Holy Qur'an, the Ahadith (plural of Hadith), Qiyas (analogy) and the consensus of the Muslim community regarding a certain issue.
Sukuk	Sukuk are certificates representing the holder's proportionate ownership in an undivided part of a specific asset, and where the holder assumes all rights and obligations to such asset.
Tabarru'	Gift, contribution. This term relates to Takaful (the Islamic alternative to conventional insurance). It can be loosely compared to the premium paid to a conventional insurance, except that in the case of Tabarru' this payment is meant to be made with a genuine view of assisting another at the time of need, without specifying or expecting anything in return.
Takaful	The Islamic alternative to conventional insurances

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Zakah

One of the five pillars of Islam. The obligatory payment of 2.5% of assets that have been specified by the Holy Shari'ah as subject to Zakah. Details as to who is obliged to pay Zakah, what kind of property is subject to Zakah and under which conditions, who is fit to receive Zakah, and how Zakah is to be paid, etc. can be viewed in books of Fiqh (jurisprudence)

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INFORMATION TECHNOLOGY

'Aib-ur-Ru'yah	Option to cancel a transaction if any defect is found in the delivered goods upon inspection of the same
Amanah	Trust – whether of tangible or intangible kind (i.e. assets or benefits)
Aqaa'id	Plural of Aqeedah, (religious) beliefs
Darul Ifta	A place where people can submit their enquiries about matters relating to the Holy Shari'ah and receive authentic documented answers from qualified Mufties.
Fiqh	Islamic jurisprudence; knowledge of rules and regulation governing all practical spheres of individual and communal life, ranging from worship to financial matters.
Hadith	The sayings, actions or consent of the Noble Prophet , as related from his companions.
Haram	Unlawful, as declared in the Holy Shari'ah; the opposite of Haram is Halal.
Makrooh	Disliked, one kind of makrooh is only a matter of minor dislike (makrooh-e-tanzeehi), and the other makrooh is bordering on the unlawful (makrooh-e-tahreemi)
Mufti	A person qualified to give Fatwas (Islamic legal injunctions), after having specialized himself in Islamic jurisprudence and authorized by qualified authorized senior Mufties.
Qur'an	The Muslims' Holy Book; Allah's words that had been revealed to Sayyiduna Muhammad , that have been recorded and preserved right since the time of revelation, and that have been handed down (in writing and through memory) from generation to generation by such a huge number of people as allows no doubt with regard to its authenticity.
Shar'ee	Pertaining to the Shari'ah.
Shari'ah	The Holy Law of the Muslims. The Shari'ah has been derived from four sources, the Holy Qur'an, the Ahadith (plural of Hadith), Qiyas (analogy) and the consensus of the Muslim community regarding a certain issue.
Sirah	The life/biography of the Holy Prophet .
Sunnah	The ways and manners of the Holy Prophet ; the word 'Sunnah' is mostly used for his actions.
Ulama	Plural of 'Alim, Islamic scholar

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LAW OF CONTRACT & SALES

'Aib-ur-Ru'yah	Option to cancel a transaction if any defect is found in the delivered goods upon inspection of the same
'Aariyah	Taking an asset for use free of any rental charge; letting someone use an asset without expecting any monetary benefit in return
Aqd	Contract
Aqidain	(Two) Contracting parties
Bai	Sale
Bai Baatil	A sale that is void <i>ab initio</i> , i.e. right from the onset, as one or more conditions for the validity of the sale had not been fulfilled
Bai Fasid	A sale that has been invalidated by including any non-compatible element into the contract
Bai Makrooh	A disliked sale
Haqiqi	Actual, real, physical. Often used in connection with possession (Qabdha) of an asset.
Hukmi	Constructive, implied. Often used in connection with possession (Qabdha) of an asset.
Iddah	A certain period of time which a woman who has lost her husband (through death or divorce) must pass before she can remarry. The details can be seen in the books of jurisprudence (Fiqh)
Ijab	Offer/proposal made by one party who is interested in entering out a transaction
Ijab-wa-Qabool	Offer and acceptance
Istisna	Contract of sale of specified items to be manufactured (or constructed), with an obligation on the part of the manufacturer (or contractor) to deliver them upon completion.
Khiyar-ush-Shart	A condition of retaining the option to reverse a sale within a certain period of time. This condition can be stipulated by both, the buyer as well as the seller.
Mab'ee	Subject matter of a sale
Majlis	Sitting, meeting during which an action/transaction takes place
Mu'ajjir	Lessor (in a contract of Ijarah)
Murabahah	A kind of sale where the seller discloses the cost at which he had acquired a particular asset and/or the profit he intends to make through the sale.
Mustajir	Lessee, one of the parties in an Ijarah contract.
Qabool	Acceptance of an offer/proposal to enter a transaction

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Rahn	Mortgage, charge, pawn, pledge. A kind of material security in a financial transaction.
Riba	<p>The literal meaning of Riba is ‘increase’, ‘excess’. It is usually translated as ‘usury’ or ‘interest’, but both terms do not render the whole meaning of Riba.</p> <p>In the Holy Shari’ah, Riba covers two concepts:</p> <p>Riba an-Nasiyah: A surplus charged over and above the actual loan and to be payable by the debtor no matter if that surplus had been in exchange of some additional time to settle the loan, or not. This is comparable to the interest charged/paid by conventional banks.</p> <p>Riba al Fadhl: An excess amount procured by exchanging a large quantity of low quality goods against a small quantity of high quality goods of the same kind, like, for example, changing 2 kg of low quality dates against 1 kg of high quality dates.</p> <p>Both kinds of Riba are strictly prohibited in Islam, even if it is just a petty amount.</p>
Salam	A kind of sale where goods are paid in advance and delivered at a previously determined time in the future.
Ta’ati	Acceptance of an offer through action/conduct rather than word/speech
Ujrah	Rent, wages agreed upon in a contract of Ijarah
Waqf	Endowment, Trust