

# MASJID DAR AS-SALAM

## Policies, Rules, and Regulations

Masjid Dar as-Salam (Masjid) has been established to serve the Muslim community and to offer opportunities for religious, educational, and Islamic social activities. These include the five daily prayers, Friday prayer, Taraweeh prayers, weekend Islamic school, Islamic youth activities, community potluck suppers and Iftars, Eid prayers, halaqas (study circles), lectures, and other approved activities.

The Masjid is the property of the Muslim Society of PEI (MSPEI) and shall be led and managed by the Executive of MSPEI.

All activities are expected to comply with Islamic teaching, and all people visiting or using the Masjid premises are expected to behave in accordance with Islamic teaching and etiquette.

In order to safeguard and protect the Masjid, and in order for activities to be conducted in an orderly and disciplined fashion in accordance with Islamic etiquette, all visitors to and users of the Masjid are expected to observe the following policies, rules, and regulations. These policies, rules, and regulations will be reviewed periodically and amended as necessary.

### 1. Dress Code / Clothing in the Masjid

- Men and women are expected to dress modestly according to Islamic teaching.
- Men and women are expected to wear clothes that cover their whole body in a non-revealing way. In addition, women are expected to wear a headscarf.
- Shirts advertising rock bands, messages, etc. should be avoided.

### 2. Announcements

- All personal or public announcements shall be made in writing and prior approval from MSPEI Executive shall be sought and obtained.
- Announcements for Friday prayer must be e-mailed or communicated by other means to MSPEI Executive by 5 pm on Thursday.
- Exceptions may be made after consultation with MSPEI Executive and prior approval of MSPEI Executive obtained.

### 3. Masjid Speaking Policy

- Individuals or groups wishing to speak or address the congregation must seek and obtain prior permission from MSPEI Executive. Such requests must be made **at least 3 days in advance**. In addition, these individuals or groups must submit to MSPEI Executive a detailed plan of any talk, presentation, lecture, etc. they wish to make. Such a plan must be submitted to MSPEI Executive and receive its approval **at least 3 days prior** to any talk, presentation, lecture, etc. to be delivered.
- MSPEI Executive reserves the right to not grant its approval.
- MSPEI Executive (or its appointed agents) reserves the right to interrupt and/or cancel any activity it has approved if in its judgment (or that of its appointed agents) the activity deviates from the submitted plan; or if the content being delivered is found to be in conflict with MSPEI policies, rules and

regulations; or if the content being delivered is judged by MSPEI Executive (or its appointed agents) not to be in accordance with Islamic teaching or Islamic etiquette.

#### **4. Notice Board Policy**

- Only MSPEI/Masjid related news or approved articles/flyers/posters by MSPEI Executive are allowed on the Masjid notice board.
- No advertising material (flyers, business cards, etc.) shall be placed inside the Masjid or dropped off without prior approval of MSPEI Executive.

#### **5. Cell Phones and Pagers**

- Cell phones must be turned off during the five daily prayers and Friday / Eid prayers.

#### **6. Young Children**

- Young children are welcome and are encouraged to attend the Masjid. However, they must be under the supervision of their parents /guardians or other authorized adults.
- It is the parents'/guardians' responsibility to keep a close watch over their children, to keep them safe, and to make sure that they do not disturb prayers or activities, or harm themselves.
- MSPEI and its Executive shall not be held liable and / or responsible for children left unattended inside or outside on Masjid property.

#### **7. Smoking**

- Smoking is not allowed on the whole Masjid property (inside or outside the Masjid).
- Smokers should avoid smoking prior to coming to the Masjid (either for prayer or for all other activities) as the smell of cigarette constitutes a health hazard in addition to disturbing people in the building, especially people with allergies.
- Smoking in the Masjid neighbours' property is highly discouraged and is considered to be highly inappropriate as it infringes on other people's rights and projects a negative image of Islam and Muslims.

#### **8. Masjid Usage**

- The prayer area will only be used in accordance with islamically acceptable norms and practices. No private gatherings or private educational classes will take place therein without prior permission of MSPEI Executive.
- For the comfort of users of the prayer hall area, socializing in the hallway must be avoided. People wishing to socialize can do so either in the basement or outside the Masjid.
- The upstairs washrooms are intended for the physically-challenged only. Other users are expected to use the washroom and wudu area located in the basement.
- There is a separate wudu/bathroom area for brothers and sisters. Please make sure that these premises are used properly (they must be left clean and tidy after usage, light turned off, trash in the designated receptacles, etc.).
- Men and boys must sit when going to the washroom.
- Once inside the building, shoes must be removed and placed in the designated areas.
- No food or drinks are allowed in the main prayer hall (upstairs).
- Photography/video is not allowed in the Masjid building without prior approval of MSPEI Executive.
- Only authorized persons are allowed to use the Masjid microphone and sound system.
- Given that many people suffer from allergies, the use of perfume is discouraged.
- Given that many people suffer from allergies, the use of incense is not allowed in the building

- MSPEI and its Executive assume no liability from injuries sustained on the premises. All Activities will be conducted at participants' own risk.

#### **9. Serving Food**

- Food can only be served in the designated area (the basement) in activities that are islamically compliant and for which prior approval has been sought and obtained from MSPEI Executive.
- All those who serve food and/or organize activities in the basement, in which food is served must ensure that all leftover food and items used are removed from the premises, and the area used cleaned.
- Organizers of activities in the basement must ensure that the bathrooms and wudu (ablution) areas are left in a clean state

#### **10. Use of the Masjid Basement**

- The basement of the Masjid will only be used for activities approved by MSPEI Executive. All activities taking place in the basement shall be in accordance with proper Islamic etiquette.
- The basement may be rented for private functions provided a contract agreement is signed and the rental fee paid (contract agreements may differ depending on the nature of the function).
- Users of the Masjid basement will adhere to an Islamic dress code (See **Dress Code / Clothing for visiting the Masjid**) and Islamic behaviour and etiquette.

#### **11. Cleanliness**

- It is expected that people attending the Masjid activities show proper cleanliness in clothes and bodies.
- Users of the washrooms and wudu (ablution) areas are expected to leave these premises as clean and tidy as possible after use.

#### **12. Parking Policy**

- Parking is only allowed in the designated areas. Vehicles blocking entrances or parked in prohibited areas will be towed away at owners' expense.
- Remember to park appropriately and not to block anyone especially at Friday prayer, Taraweeh, and Eid prayers, etc.
- No overnight parking is allowed without prior approval of MSPEI Executive. In addition, MSPEI and its Executive will not be responsible for vehicles left overnight in its parking lot.
- Vehicles left overnight in the Masjid parking lot without prior approval of MSPEI Executive will be towed away at owners' expense.
- Do not park in the neighbours' parking lots.
- MSPEI and its Executive assume no liability arising from damage sustained by vehicles in the Masjid parking lot, nor will it be responsible for vehicles and their contents.

#### **13. Imam Guidelines**

- Brother Ahmed Elmoslemany is the Imam for all prayers.
- In his absence, any member of the Executive who is present will assign someone amongst those who are attending the prayer. This assignment shall be done in accordance with the Sunnah.
- If no member of the Executive is present, then people attending the prayer will select the most knowledgeable person present in accordance with the Sunnah.

#### **14. Friday Prayer Guidelines**

- All Friday Khutbas dates shall be pre-assigned and pre-approved by MSPEI Executive.
- No person will be allowed to stand and give a talk at any time without prior approval of MSPEI Executive (See **Masjid Speaking Policy**).

### **15. Charity / Donations**

- All public donations or collections must receive prior approval of MSPEI Executive, and funds donated or collected shall be channelled through MSPEI.
- Donations to the Masjid Fund will go towards meeting Masjid expenses.
- Zakat funds collected by MSPEI shall be distributed in accordance with the Quranic text (Quran 9:60). Donors shall be given a choice as to where their Zakat should be directed.
- Sadaqah (charitable donations) collected by MSPEI shall be distributed according to recipients' needs.

### **16. Masjid Overnight Stay Policy**

- The Masjid will be closed after Isha Prayer and no one is allowed to stay overnight inside the Masjid.
- Exceptions can be made after prior approval has been obtained from MSPEI Executive. Request for overnight stay has to be made **at least 3 days in advance**, and MSPEI Executive's approval obtained before permission for overnight stay will be allowed.
- Special overnight stay shall be allowed during the month of Ramadan for I'tikaf and / or Qiyam al-Layl (Night Prayer). Prior notification and approval must still be obtained from MSPEI Executive.
- MSPEI Executive reserves the right to not grant permission for overnight stay at the Masjid.

### **17. Library, Books, Literature**

- MSPEI will establish a library of Islamic books in the Masjid
- MSPEI will establish guidelines as to the selection of books and literature that are to be placed in the Masjid library.
- MSPEI will establish rules regarding the borrowing of books from the Masjid library.
- Prior approval of MSPEI Executive must be obtained before books and/or literature are placed in the Masjid's library.
- No books and/or literature shall be distributed or posted in the Masjid before prior approval of MSPEI Executive is sought and obtained.

### **18. Quranic and Islamic Teachings and Halaqas (Study Circles)**

- Quranic and Islamic teachings, and halaqas (study circles) are encouraged. However, brothers and sisters wishing to establish such activities must seek and obtain prior approval of MSPEI Executive.

### **19. Weekend Islamic School**

- MSPEI Executive will establish a weekend Islamic school.
- MSPEI Executive will establish guidelines for the weekend Islamic school.

### **20. Marriage (Nikah) Policy**

- Islamic marriage ceremonies shall be solemnized at the Masjid by provincially registered Muslims who are members of MSPEI and approved by MSPEI Executive.
- Rules for serving food apply during this event

### **21. Donated Items**

- Furniture, clothes, food or other donated items must not be brought to the Masjid unless prior approval has been sought and obtained from MSPEI Executive.