



## Islamic Center of Tucson Member Code of Conduct

### I- Introduction

The Mosque is the house of Allah. It is a place of worship, a spiritual center for the Muslim Community, and a focal point for Islamic activities. As such, the Mosque deserves to be shown due respect and reverence, and should be used strictly in accordance with the Qur'an and the *Sunnah* of the Prophet (peace be upon him).

These rules and regulations are to be observed by the administration and operations employees and volunteers of the Islamic Center of Tucson (ICT). The Board of Directors (BOD) shall take whatever measures they deem necessary (within ICT constitutional limits) to preserve the sanctity and effectiveness of the Mosque and Islamic Center. The ICT BOD members, Imam, and Office Managers (if present) have the duty of enforcing these rules. The cooperation of all Muslims in enforcing the rules is expected and appreciated.

#### – Nature and conduct of functions at the Mosque and Islamic Center

1. All activities held at the Mosque and Islamic Center shall be conducted strictly according to the Qur'an and the *Sunnah* of the Prophet (peace be upon him).
2. All Muslims are requested and required to strictly observe the Islamic dress in all functions at the Mosque and Islamic Center.
3. Anyone entering the Mosque (Muslim or Non-Muslim) must not be wearing clothing that has profanity, or clear unislamic images written or printed on them.
4. The functions held at the Mosque include the following; daily prayers, *Juma'a* prayers, study of the Qur'an and *Sunnah*, education of adult, youth, and children, lectures to Muslims and non-Muslims, movies and video programs on Islam, marriage ceremonies and funeral prayers, *Dawa'a* Events, and other activities approved by the BOD.
5. Borrowing books or other educational materials from the ICT can only be done through the main office.

#### -The following are **absolutely not permitted** at the Islamic Center of Tucson:

1. Weapons, alcoholic beverages, illegal drugs, toxic or hazardous materials, and other materials prohibited by the Arizona/Federal law and/or Islamic code of conduct.

2. Interaction with the speaker during the Friday sermon.
3. Photography, motion pictures, or audio/video recording of the women's section of the ICT. (Men's section is allowed with explicit permission)
4. Personal parties with selective guests
5. Admittance of animals or pets
6. Political campaigns
7. Yelling, cursing, and/or ill accusations (any language)
8. Panhandling inside or outside the ICT.
9. Solicitation of any kind at the ICT property for any purpose,
10. Campaigning for a political candidate.
11. Fighting or Shouting of any kind, inside or outside the building, regardless of cause
12. Social and other functions that are limited to a national or a racial Muslim sub-group. (Must be open to all Muslims in the Community).

-The following activities are not permitted at the Islamic Center **without prior consent:**

1. Collecting funds/items for charity of any kind
2. Giving any speech or making any announcement (on or off the microphone)
3. Selling any items (including food) inside or outside the ICT
4. Moving furniture, microphones or any equipment
5. Cooking of meals in the kitchen.
6. Spending the night in the ICT. Traveling *Dawa'a* group must give notice prior to their arrival and sign permission slip upon their arrival (2 nights max stay; see full Traveling *Dawa'a* group rules in the ICT office).

Borrowing books or other educational materials from the ICT can only be done through the main office.

No long-distance phone calls are allowed from the Mosque and Islamic Center, and no collect calls shall be accepted.

Any damage, however small, caused by any individual Muslim, his family, or his guests shall be fixed at the expense of that individual.

## **II – Respect and Reverence for the Mosque:**

1. The following rules should be observed while in the Mosque area:
  - a. When entering the Mosque, one should place the right foot first, and

after invoking Allah's blessing for the Holy Prophet, should say

اللَّهُ، اللَّهُمَّ افْتَحْ لِي أَبْوَابَ رَحْمَتِكَ

“O Allah! Open for me the doors of Your mercy” (Muslim)

- b. After entering the Mosque, one should, first of all, greet the Mosque with two *raka'as* of *Nafl*. The Prophet (PBUH) said: “*When any of you enters a Mosque, he should not sit till he has observed two raka'as of prayer*” (Bukhari, Muslim).
- c. One should sit with perfect calmness, humility and dignity. He/she should abstain from making noise, laughter, passing comments of worldly matters, and indulging in trade and business. Allah says in the Holy Qur'an:

وَأَنَّ الْمَسَاجِدَ لِلَّهِ فَلَا تَدْعُوا مَعَ اللَّهِ أَحَدًا

“*And the places of worship are for Allah (alone), so invoke not any one along with Allah*”

The Prophet (PBUH) said:

“*A time will come when people will indulge in mere worldly matters while sitting in the Mosque; you should not join them, because the prayers of such people will not be acceptable to Allah.*”

- d. One should enter the Mosque humbly and sit wherever one finds a place; it is undesirable to go to the front by jumping over the shoulders of others. It is also undesirable to run in the Mosque in order to join the *Jama'a*. One must walk humbly and in a dignified manner. The Prophet (PBUH) said: “*You should adopt perfect calmness and tranquility in the Mosque*”.
  - e. One should avoid coming to the Mosque carrying or having eaten something which gives unpleasant smell. The Prophet (PBUH) said: “*Do not come to our Mosque with mouths smelling of garlic or onion, for anything which disturbs human beings, disturb the angels, too*”.
  - f. One should avoid coming to the Mosque in dusty or muddy clothes. Allah says in the Holy Qur'an: “*O children of Adam! Wear your beautiful apparel at every time and place of prayers*”.
2. The Muslims residing in the local area are expected to:
- a. To keep the Mosque absolutely clean and neat at all times and also perfumed, if possible, for according to the Prophet (PBUH), looking after the Mosque well, sweeping and keeping it clean and free of all sorts of dirt, and perfuming it especially on Fridays, entitles one to enter

Paradise. Then he said: *“Sweeping the Mosque clean of dust and dirt is indeed arranging for dowry of the black-eye houri.”* (Tabarani)

Abu Hurairah reported that a woman who used to sweep the Holy Prophet’s Mosque died suddenly. The people did not care much for her and buried her without informing the Holy Prophet. When the Holy Prophet came to know of this, he said: *Why did you not inform me?* And prayed for her forgiveness, and remarked: *“The best deed of this woman was that she swept the Mosque”.* (Bukhari, Muslim, Ibn Majah)

- b. To have deep love and natural inclination for the Mosque, and to attend the Mosque zealously at every prayer time, whenever possible. The Prophet (PBUH) said: *“On the dreadful Day of Resurrection, when there will be no shade except under the Divine Throne, seven groups of people will be provided a place thereunder: one group will be those people whose hearts were much inclined for prostration (in the Mosque).”* (Bukhari)
- c. And he said: *“Allah arranges a guest’s reception for those people who regularly visit the Mosque in the morning and in the evening”* (Bukhari, Muslim)

And he said: *“For the person who goes to pray in the Mosque after performing Wudu well at home, Allah feels as much overjoyed on his reaching the Mosque as the people of the house do on the return home of a traveler”.* (Ibn Khazaimah)

And he said: *“The people who visit the Mosque in the darkness of night and early dawn, will be accompanied by perfect light on the Day of Rising”.* (Tabarani)

According to Sa’id bin al-Musayyad, the Holy Prophet said: *“The person who performed his Wudu well and left his house for the Mosque, whether it is near or far from his house, gets a reward on each right step and is forgiven a sin on each left step taken forward. Then after coming to the Mosque if he completed his prayer with the congregation, or if he joined late and completed his prayer independently, or if he missed the congregation altogether and completed his prayer individually, in the Mosque, he is in each case entitled to full rewards from Allah”.*

- 3. On leaving the Mosque, one should step out on the left foot and should humbly say:

اللهم انى اسالك من فضلك

*“O Allah, I beg You for Your Bounty, Grace, and Mercy”*

4. The following individuals are forbidden from sitting on the carpets in the Mosque area:
  - a. An individual in an unclean state.
  - b. Babies, who might violate the sanctity of the Mosque by urinating, passing stool, spitting, etc.
5. The following individuals are forbidden from entering the ICT:
  - a. An individuals who possess a clear threat to others
  - b. An individual spreading violent messages to community members
6. The following actions are not permitted in the Mosque:
  - a. Passing through the Mosque carelessly spilling items and bumping into other people.
  - b. Raising one’s voice, other than for Allah’s glorification, prayers, Athan and recitation of Qur’an.

### **III - Safety, security and other rules:**

.To insure the safety of the community and the security of the Mosque and Islamic Center, the following rules will be strictly enforced:

- a. No one should change any of the A/C thermostats in ICT. If the temperature is uncomfortable, one of the Office Managers should be contacted to change it.
- b. No one should be present in Mosque and Islamic Center between 12:00 am and *Fajr* time, without explicit permission from the ICT administration, and a valid reason to be there. (This rule excludes Ramadan)
- c. No one should give approval to *Jamaat Al-Da’awa* to spend the night in the ICT, without the approval of the BOD or Office Managers.
- d. No children should be alone at any time in the Mosque and Islamic Center. Children should always be accompanied by parents or guardians who assumes responsibility for him/her
- e. Persons giving a ride for other persons to the ICT, should not leave the other persons in ICT, without making arrangements for taking them back.
- f. Anyone who wants to donate clothes or other materials to the needy should ask the Administration of the ICT. Also, no one should pick up any donated item without checking with the Administration of the ICT, unless it is explicitly announced that it is permissible to do so.

**No one should go park in the neighbor’s land** (Chase Bank, High Rise buildings, West Alley). Parking is ONLY allowed in the ICT parking lot

for those who have a valid permit for that specific lot/spot.

- Cars towed in any location (ICT property or their neighbors) will be the full responsibility of the owner of the vehicle. ICT will not be financially or personally responsible for towed vehicles.

No long term parking (for days) is allowed in the parking ICT. In case a person has a problem with his/her car and has to leave it in the parking lot for a few hours, permission, from one of the Office Managers, is required.

**Internet use of the ICT is free for use under the following conditions:**

- a. All internet activities must not be used for anything that is forbidden in Islam
- b. Large items cannot be downloaded
- c. Users will not use the internet to search, watch, learn or read anything that promote violence, illegal activities, or items that are harmful to anyone.
- d. Persons using the network for Islam and Education have a priority use.
- e. All users will limit their internet usage to one (1) hour if there is a high demand
- f. ICT administration reserves the right to prevent users from using the network.
- g. All lights have to be turned off from every place used at the Mosque and Islamic Center before leaving. This includes the *wudu* area, the bathrooms, the prayer area, the multipurpose room, as well as the smaller prayer area.
- h. No one should distribute any materials or solicit anything inside or outside the Islamic Center, or place any announcement on the bulletin boards next to the entrance. Also no one should remove any announcement from those bulletin boards. That includes the prayer schedules.

For any meeting, other than prayers, to be held at the Mosque and Islamic Center **explicit permission must** be obtained from the Office Managers before Friday, and the meeting **must be open to all Muslims**.

Any problem that occurs in the Mosque and ICT has to be brought immediately to the attention of the OM or the BOD.