



Memo

To: Islamic Community
From: ICW Executive Committee
CC: Idriss Mosque Board of Trustees, File
Date: September 6, 2006
Re: Idriss Mosque Operational Procedures

AS SALAAMU ALAIKUM

The Islamic Center of Washington, also known as the ICW, is structured as not for profit, tax exempt, legal business within Washington State and operates as an independent organization, in collaboration, with the Idriss Mosque. The ICW is authorized and holds legal responsibility for all management and operational functions within Idriss Mosque.

The ICW does not discriminate against any persons and welcomes all individuals to visit and participate with the Idriss Mosque in prayer services, programs, events, and ongoing activities.

The ICW publishes this correspondence as we move closer towards the blessed month of Ramadan and in recognition of the growth and wonderful diversity we continuously see at Idriss Mosque to assure, remind and advise all individuals who frequent the Idriss Mosque, have an awareness of the long standing Board of Trustees policies developed to maintain the sanctity, safety, respect and honor for the House of Allah (Swt).

The Idriss Mosque was built in 1980 with its Mission and goals for worshiping Allah (Swf), bonding Muslims, offering teaching and learning of Islam and encouraging dawah. The ICW's mandate and objective, in 2006, is to uphold the 1980 originating Mission, purposes and principles, and continue achievement of the Idriss Mosque goals.

The ICW recognizes freedom of expression is a fundamental right of all persons and includes the right, for persons to comment, on ICW actions and decisions. The ICW recognizes its committee members also have rights to freedom of expression. Additionally, it is recognized all individuals have rights and protection from others against trespass upon their persons and property, verbal attacks, intimidation, harassment and threats.

The ICW acknowledges controversy exists regarding its Committee's decision to interrupt the weekend Sunday school program, **until student registrations received**, as well as the monthly community social night activity. The decisions were not entered into easily and were made according to ICW and Idriss Mosque policy, procedures and the law of the land to ensure program improvements, collaboration and adherence to operational and management procedures.

Thus, in an effort to **operate and maintain the Idriss Mosque in a professional, safe and secure manner** the ICW request all persons who have concerns, desire to hold meetings, make announcements, hold festivities, collect donations, meet with ICW Committee members, operate programs, etc., to submit a written request, in a reasonable time frame, for response. All requests will be responded to. Request should detail the issue and include contact information. Any person (s) not submitting a request who engages in activity, as or similar to the above mentioned, without ICW authorization may be found in violation of ICW and Idriss Mosque policy.

Request may be submitted via the Idriss Mosque website at www.idrissmosque.com

or to:

ICW Executive Committee Secretary

Islamic Center of Washington

Idriss Mosque

1420 NE Northgate Way

Seattle, WA 98125

In general, the ICW envisions most requests will be honored and concerns will be resolved by speaking with an ICW Committee member. However, in certain instances, we recognize the ICW's response or decision may leave or cause some individuals to be or remain displeased.

The Islamic Center of Washington on behalf of the Idriss Mosque reserves the right of **legal enforcement** upon any individual who violates Idriss Mosque or ICW policies, threatens mosque security, engages in unauthorized trespass upon mosque premises, **disturbs the peace or rights of others** while at the mosque and who fails to desist such behaviors when asked. **Such person (s) may be subject to removal, barred entrance, or refused admission to mosque facilities, grounds and properties.**

Iqbal Abbasi, Mosque Administrator
Islamic Center of Washington