

Rules and Regulations for using The Mosque and Islamic Center of Hampton Roads

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 be used strictly in accordance with the Qur'an and the *Sunnah* of the Prophet (peace be upon him).

The rules and regulations to be observed in the administration and operation of the Hampton Roads Mosque and Islamic Center are listed subsequently. The Board of Trustees shall take whatever measures they deem necessary to preserve the sanctity and effectiveness of the Mosque and Islamic Center. The Mosque Committee of the HRC-MCA and the resident manager (if present) have the duty of enforcing these rules. The cooperation of all Muslims in enforcing the rules is expected and appreciated. Henceforth, the prayer Hall will be referred to as the Mosque. All other parts of the main building and the modular building are referred to collectively as the Islamic Center.

II – 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. The functions held at the Mosque include the following: daily prayers; *Juma'a* prayers; *Eid* prayers (outside the Mosque, whenever the weather allows); study of the Qur'an and *Sunnah*; adult, youth, and children education (using, whenever possible advanced multimedia facilities); lectures to Muslims and non-Muslims; movies and video programs on Islam; marriage ceremonies; and funeral prayers.
4. The following functions are not permitted at the Mosque and Islamic Center:
 - a. Birthdays and anniversaries.
 - b. Political discussions or political campaigns.
 - c. Social and other functions limited to a national or a racial Muslim sub-group.
5. The following activities are not permitted at the Mosque and Islamic Center:
 - a. Cooking of meals. However, warming food shall be permitted during celebration of Islamic festivities and other social functions conducted by the HRC-MCA.

- b. Spending the night in the building. However, Muslim groups, with known track record, and known to the Board of Trustees will be permitted to spend the night at the Islamic Center while performing *Dawa'a* in the local area.
6. Borrowing books, or other educational materials from the Islamic Center can only be done through the members of HRC-MCA.
7. Every effort shall be made to reduce the maintenance cost and expense of running the Mosque and Islamic Center by conserving electricity, water, and heat.
8. No long-distance phone calls are allowed from the Mosque and Islamic Center, and no collect calls shall be accepted.
9. No smoking is allowed in either the Mosque or the Islamic Center.
10. Any damage, however small, caused by any individual Muslim, his family, or his guests shall be fixed at the expense of that individual.

III – 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 : اللهم افتح لي أبواب رحمتك “ *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. See that the Mosque remains properly maintained, well attended and people visit it frequently to offer prayers, recite Qur’an, observe voluntary prayers and remember Allah. The Prophet (PBUH) said: “ *If you see a person inclined to the Mosque and engaged in serving it, you should bear witness to his/her faith, for Allah says:*

إِنَّمَا يَعْمُرُ مَسَاجِدَ اللَّهِ مِنْ ذَكَرِهِ وَالْيَوْمِ الْآخِرِ وَأَقَامَ
الصَّلَاةَ وَآتَى الزَّكَاةَ وَلَمْ يَخْشَ إِلَّا اللَّهَ

“Only those people deserve to be guardians and servants of Allah’s house of worship, who believe in Allah and who believe in Allah and last Day”.(Tirmizi)

- b. 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)

- c. 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)

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 إني أسألك من فضلك ورحمتك

“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:

- An individual in an unclean state, for instance after having conjugal relation, or during the menses or *nifas*.
- Babies, who might violate the sanctity of the Mosque by urinating, passing stool, spitting,....etc.
- Insane and mentally abnormal persons who may have no sense of cleanliness.
- A salesperson while engaged in his/her sales (is forbidden from entering the mosque area).

5. The following actions are not permitted in the Mosque:

- Passing through the Mosque carelessly for one’s personal convenience.
- Raising one’s voice, other than for Allah’s glorification, prayers, Azan and recitation of Qur’an.
- Sleeping or staying in the Mosque for the sake of passing time.
- Carrying on sales.

IV – Safety, security and other rules:

1. 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 give the combination to any new comer. If a person asks about the combination, he/she should be directed to one of the members of the Mosque Committee.
 - b. No one should change any of the thermostats in the Mosque and Islamic Center. If the temperature is uncomfortable, one of the members of the Mosque Committee should be contacted to change it.
 - c. No one should be present in Mosque and Islamic Center between 11:00 pm and *Fajr* time, without explicit permission from the Mosque Committee, and a valid reason to be there.
 - d. No one should give approval to *Jamaat Al-Da'awa* to spend time in the Mosque and Islamic Center, without the approval of the Mosque Committee.
 - e. No lady should come to the Mosque and Islamic Center alone, at any time, without a *Mehrem* or other ladies accompanying her.
 - f. No children should be alone at any time in the Mosque and Islamic Center, the playground, or the parking area. Children should always be accompanied by parents, guardians, or during the weekend school time, by their teachers.
 - g. Persons giving a ride for other persons to the Mosque and Islamic Center, should not leave the other persons in the Mosque and Islamic Center, without making arrangements for taking them back.
2. Anyone who wants to donate clothes or other materials to the needy should leave it with one of the members of the Mosque Committee. Also, no one should pick up any donated item without checking with the Mosque Committee, unless it is explicitly announced that it is permissible to do so.
3. No one should go in the neighbor's land. Parking is ONLY allowed on the marked parking lots of the Mosque and Islamic Center, or during the Friday prayers, in the Nazarine Church (permission is granted by the church to do so during the Friday prayers).
4. No long term parking (for days) is allowed in the parking lots of the Mosque and Islamic Center. 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 members of the Mosque Committee, is required.
5. All lights have to be turned off from every place used at the Mosque and Islamic Center before leaving. This include the *wudu* area, the bathrooms, the prayer area, the multipurpose room, as well as outside the prayer area, and the modular building.
6. Any announcement that needs to be brought to the attention of the community has to be given to one of the members of the Mosque Committee before Friday. No one should MAKE ANY ANNOUNCEMENT or distribute any material in the Mosque and 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.

7. For any meeting, other than prayers, to be held at the Mosque and Islamic Center EXPLICIT PERMISSION MUST be obtained from the Mosque Committee before Friday, and the meeting MUST BE OPEN TO ALL MUSLIMS.
8. Any problem that occurs in the Mosque and Islamic Center has to be brought immediately to the attention of the Mosque Committee.