

**IKOYI CENTRAL MOSQUE (ICM)**  
**C/O BUREAU FOR ISLAMIC EDUCATION**  
**(ABDULKADIR AHMED ISLAMIC CENTRE)**  
**17, RUXTON ROAD, IKOYI, LAGOS**

**REGULATIONS & MANAGEMENT POLICIES**

**1. GENERAL OBJECTIVES OF IKOYI CENTRAL MOSQUE**

In addition to the broad aims and objectives as stipulated in the Constitution of the Bureau for Islamic Education (Article 2, Sections a – i);

- The Mosque shall be known and addressed as: THE IKOYI CENTRAL MOSQUE (ICM).
- The Mosque shall be specifically dedicated to and reserved for the worship of Allah alone in accordance with the statement of Allah:

وَأَنَّ الْمَسَاجِدَ لِلَّهِ فَلَا تَدْعُوا مَعَ اللَّهِ أَحَدًا ١٨

**“And that the masjids are for Allah so do not invoke with Allah anyone” (Qur’an 72:18)**

- The Mosque shall be exclusively and solely run in line with the authentic Sunnah of Allāh’s Messenger ﷺ.

- It shall serve as a pure worship Centre where Muslim devotees irrespective of their socioeconomic status, can strengthen their īmān/faith as well as their spiritual ties with Allāh through the establishment/performance of the five daily obligatory prayers as well as Jumu'ah prayer, 'Eid prayers and Janāzah/funeral prayer.
- It shall serve as a Centre for conducting Nikāḥ(Marriages), Counseling, Lectures, Da'awah etc in line with the Sunnah of Allāh's Messenger ﷺ.
- All teachings, preachings, lectures etc held in the Mosque shall be strictly in accordance with the noble Qurān and the authentic Sunnah of the Prophet ﷺ; and far from any sectarian colouration.

## 2. ISLAMIC KNOWLEDGE DISSEMINATION

**THE IKOYI CENTRAL MOSQUE (ICM)** shall conduct daily ta'līm sessions on different branches of Islamic knowledge such as: Tafsīrul-Qur'ān, (exegesis of the noble Qur'ān), commentary on Hadīths, 'Aqīdah (Islāmic Creed), Fiqh (Islamic Jurisprudence), Tārīkh (Islamic History), Sīrah (The Biography of Allah's Messenger ﷺ) etc.

**THE Mosque** shall conduct a **special lecture at each quarter of the year** by inviting outstanding and erudite Islamic scholars within or outside the country.

### 3. MEANS OF COMMUNICATION

The following languages shall be the medium of disseminating knowledge, preaching and delivering khuṭbah i.e., Friday sermons in the Mosque:

1. Arabic
2. English
3. Hausa
4. Yoruba and
5. Igbo

This, by implication, means that any Islamic scholar, preacher or teacher who wishes to engage in any teaching/preaching/sermon delivering activity in the Mosque must, as a matter of condition, be fluent in any of the aforementioned languages. This is because; most Nigerians understand and speak these languages. And as a preacher, a person should be able to address the people he is preaching to in a language(s) they understand very well as stated by Allāh in Suratu brāhīm, Qur'ān chapter 14, verse 4. Thus, Allāh says:

وَمَا أَرْسَلْنَا مِنْ رَّسُولٍ إِلَّا بِلِسَانٍ قَوْمِهِ لِيُبَيِّنَ لَهُمْ؛

**“And We did not send any messenger except [speaking] in the language of his people to state clearly for them”**

### **3. THE CHIEF IMAM (DEPUTY, ASSISTANTS)**

As clearly stated in the Condition of service of the Bureau for Islamic education, **THE IKOYI CENTRAL MOSQUE** shall be headed by the Chief Imam who is to among other duties lead the five daily obligatory prayers, Jumu'ah Service, Ramaḍān activities (Tarawiy/Tuhajjud, Itiqaf, Tafseer Etc), Zakkat /Sadaqah issues, Widows & Vulnerable Empowerment Programs, Outreaches, Da'awa/Converts Education & Integration Program, Alternative Dispute Resolution, Social/Community development issues etc.

#### **CONDITIONS FOR AND/OR QUALITIES OF THE CHIEF, DPUTY, ASSISTANT(S) IMAM**

1. The Chief Imam/ Deputy Chief Imam must be from Ahlus Sunnah; i.e., one who has the 'Aqīdah (creed) of Ahlus Sunnah and follows the sound teachings of the Prophet ﷺ.
2. He must be of upright character.
3. He must not be someone previously indicted in the competent court of law for committing a criminal offense; or someone widely and publicly accused by people for perpetrating evil deeds.
4. He must be fluent in Arabic, English as well as any of the indigenous popular languages as mentioned above.

5. He must have memorized the entire Qur'an or have vast memorization and/or knowledge of it.
6. He should be one who commands respect socially.

#### **ROLES AND RESPONSIBILITIES OF THE CHIEF IMAM ARE AS FOLLOWS:**

- The Chief Imam (Deputy/Assistants) serves as the spiritual and administrative head of the Mosque. As such, *Iqāmah* should not be said with someone other than the Chief Imam leading the prayer while the Chief Imam is within the Masjid premises except with the approval of the Chief Imam. This is necessary in order to maintain sanity and order.
- He leads the five daily obligatory prayers, Juma'a prayer, Tarawih/Tahajjud prayers in Ramadan, Eid prayers, Janazah prayers or delegate his deputy or any other authorized Imam
- He is in charge of delivering and coordinating daily, weekly, monthly, quarterly and annual lectures.
- To this end, no one can be allowed to lead prayers, deliver Friday khuṭbah, lectures or coordinate other things such as marriage without prior permission from the Chief Imām.

#### **4. JUMU'AH PRAYER**

- The period for conducting Jumu'ah prayer at Ikoyi Central Mosque (ICM) is 1:00-2:00PM on Fridays.

- Thus, the Chief Imām (Deputy, Assistants) or any other authorized Imam is to mount the *mimbar* by 1:00PM prompt and Iqamah for the prayer by 1:30PM. Therefore, the Chief Imām, his deputy or any other authorized Imam to lead Friday prayer has to be within the mosque premises by 12:00 -12:30 pm
- Khuṭbah is meant to shape the Ummah and enlighten them, therefore, the topic of every Khuṭbah must be very significant to the congregation as it relates most importantly to their lives.
- The Chief Imām must be responsive to the current needs and aspirations of the congregation as he presents his Khuṭbah to them and try to be quite emotional and charismatic in his delivery of Khutbah.
- He should endeavour to acquire/develop his presentation skills in accordance with modern speech presentation techniques by first and foremost, telling the congregation what the Khuṭbah is about as well as relating it to the previous one.

## **5. CONDITIONS FOR PREACHING & WORSHIPPING**

- Preachings and admonition in Ikoyi Central Mosque (ICM) shall be in accordance with the noble Qur'an and authentic Sunnah of the Prophet ﷺ. No preacher shall be allowed to advocate for any sect or invite people to it.

- Any preacher who engages in sectarian preaching or sermon shall be told to discontinue immediately; after which a comment on the correct point will be also to the congregants.
- No one shall be allowed to worship in a bizarre *bid'ah* form that is capable of corrupting the conduct of the common Muslims and tarnishing the good reputation and image of the Masjid.

## **6. SHURA/ULAMA COMMITTEE**

There shall be a Shura/Ulama Committee for the Ikoyi Central Mosques. It is to comprise of the Chief Imam, Deputy Chief Imam, Assistant Chief Imam and other prominent scholars. The total membership of the Committee shall not be less than Seven (7) and not more than Nine (9) of which one of them shall be selected as chairman and secretary respectively. The Committee is to meet at least once every month and a simple majority of members present constitute a quorum. Deliberations and decisions reached are to be forwarded to the Bot by the Chief Imam through the office of the Director General.

The Shura/ulama committee is to assist the Chief Imam in the discharge of his duties and responsibilities at the Ikoyi Central Mosque. This includes but not limited to Ramadan activities (Tarawiy/Tuhajjud, Itiqaf, Tafseer Etc), Zakat /sadaqah issues, Widows & Vulnerable Empowerment Schemes, Outreaches, Da'awa/Converts Education &

integration Program, Alternative Dispute Resolutions, Social/Community development issues etc.

## **7. THE MU-ADH-DHIN (LADAN)**

There shall be a Mu-adh-dhin(s)/Prayer caller(s) for Ikoyi Central Mosque who will be responsible for:

- Calls the adhān for the five daily obligatory prayers as well as Jumu'ah prayer, Eid prayer when it is due time.
- Monitor the timing for prayer and inform the Chief Imam of any change in prayer time for announcement of such changes to the congregants.
- Says the Iqāmah only on the permission of the Chief Imām in line with the Sunnah of Allāh's Messenger ﷺ.
- Sets the lecture chair, table, microphone etc for scholars who deliver lectures in the Mosque.
- Monitor valuable appliances/things of the Masjid such as the microphone, wall clock, electric bulbs etc. and make sure that they are functioning well and report to the Chief Imām if any is mal-functioning for the necessary action to be taken.
- He notifies the Chief Imām via phone or other means of closeness of Iqāmah time.



## **8. MEANS OF IDENTIFICATION**

The chief Imam, the Deputy Chief Imam, Mu-adh-dhin(s)/Prayer caller(s), other adhoc staffs of the mosque duly employed by the Bureau for Islamic Education are encourage to wear their official (proper) means of identification (ID Cards) while inside the mosque for easy identification, security reasons etc

## **9. SOURCES OF FUNDS FOR IKOYI CENTRAL MOSQUE**

In order to maintain an upper hand level, the Masjid shall have/provide lawfully reliable means of sourcing for funds (away from begging) for the execution of its projects and programs and such means must be compatible with its reverence/ shari'a.

## **10. SOLICITING FUNDS FOR MASJID PROJECTS & PROGRAMMES**

Integrity and transparency shall be the hallmark of the Ikoyi Central Mosque (ICM) as a place of worshipping Allāh. To this end, just as the Masjid shall not abstain from soliciting for help in cash or in kind from the congregation for the execution of its projects and programmes, the Masjid shall as well, be transparent, accountable and open to the congregation in respect the monies it has realized and utilized.

Thus, when an announcement is made concerning a project, the Ummah shall be informed of the exact amount of money needed, and as the Ummah contributes toward such project, the Masjid shall from time-to-time, keep them abreast of how much has been realized so far as well as how much has been spent and on what.

The estimates for the annual work plans and targets of the Mosque/ the Centre for the year, the actual revenue generated and expenditure incurred for the preceding year will be posted on the notice board inside the Mosque at the beginning of each year.

#### **11. FINANCIAL/MATERIAL GIFTS TO THE IMAM (S) & THE MASJID**

As a spiritual leader who guides the Ummah to the path of righteousness and self-resilience, the Chief Imām is expected to be one full of contentment with whatever Allah has blessed him with materially and otherwise.

This does not mean that he should not accept financial gifts from people outside the Masjid, he can of course, accept financial gifts from people outside the Masjid if clearly stated by the donor that such gifts are specifically for the Chief Imām or (Imams). However, for financial gifts presented to the Chief Imam or other authorized Imam(s) inside the Masjid especially while he is still seated at the Imam's front

position, the Chief Imam or any authorized Imam should fear Allah and use his conscience to defined whether the gift is meant for him or for the masjid and act accordingly.. This is necessary in order to repel *shubhah* (ambiguity) as well as protect the dignity and integrity of the Chief Imām in the sight of the general public.

To this end, Muslim philanthropists willing to render any form of financial assistance will be encouraged to send such assistance to the corporate account of the Ikoyi Central Mosque.

- ✓ Material assistance/donations such as cooked/ raw food, raw etc. shall be received with gratitude by the Secretariat of the Bureau for Islamic Education and accordingly disbursed to those who actually need them.
- ✓ In line with its main objective, the Masjid/Centre shall not **officially** collect gifts from non-Muslims such as: Christmas gifts/food, New (Gregorian) Year gifts, Good Friday and Easter Monday gifts/food etc.

## **12. WORK RELATIONSHIP**

- All staff and workers of the Masjid are to relate with one another cordially with maturity and mutual respect.
- The Chief Imām as the head of the Masjid is to be accorded the due respect he deserved.

- Due process shall be followed as everyone discharges his duties.

### **13. MASJID/CONGREGATION RELATIONSHIP**

- Since Islam encourages bond amongst the Muslims, Ikoyi Central Mosque shall continue to maintain and strengthen the bond of relationship among congregants of the Masjid on its Social Media handles such as WhatsApp, Telegram, Facebook, Instagram, Twitter, YouTube etc. Thus, with the Chief Imām or his Deputy or any of the authorized Imam(s), the IT staff and the Director General of the Bureau for Islamic education or his representative shall all serve as the Administrators of the social media handles.
- The WhatsApp group shall be known as: ***IKOYICENTRALMOSQUE WHATSAPP GROUP.***

The objectives of the WhatsApp group are as follows:

- Keep members abreast of changes in timings of the five daily obligatory prayers.
- Announce/remind them of lectures holding in the Centre.
- Share Islamic knowledge.
- Generally, to know the condition of one another one united Muslim Ummah by paying solidarity to those in gain and consoling those in pain.

## **14. BEGGING**

- In line with the objectives of the Bureau for Islamic Education to make the Abdulkadir Ahmed Islamic Centre to purely serve a place where Muslims can communicate with their Creator – Allāh in prayer by asking Him of whatever they need spiritually and materially, Ikoyi Central Mosque shall not allow anyone to beg or advertise for something in it as it is commonly done immediately after obligatory congregational prayers.
- Islam discourages begging. However, anyone who is in desperate need of any help in cash or in kind can go through the right channel by meeting the Chief Imam, his Deputy or any of the authorized Imam(s) to lodge his/her complain(s) which will then be reviewed and address by the Bureau for Islamic Education directly or by asking the congruent(s) to assist.
- Any staff that uses his position to approach/beg any of the congruent(s) is to be reported (by the person approached/begged) to the Secretariat for disciplinary action.

## **15. OIHTER FACILITIES/ SERVICES**

### **➤ THE MASJID/ CENTRE'S PREMISES**

- The Masjid premises must be cleaned on daily basis to actually make it portray its outlook of cleanliness physically and spiritually.
- The Muslim Ummah are encouraged to display quality/personality traits of mutual love and respect amongst themselves in the premises free from all forms of baseless rancor, grudges or hatred as no physical quarrel or fight shall be condoned within the Masjid/Centre's premises.
- Anyone guilty of physical assault to another shall be counseled for the first time. If s/he repeats such, he/she will be given a strongly worded warning; and on the third time, he will be banned from the premises.
- All who live and come to the premises for ibādāt are but true brothers and sisters in Islam who should love one another for the sake of Allah and not because of tribal link/connection or any material benefits.

### **➤ THE ISLAMIC LIBRARY**

- In line with the objectives of Bureau for Islamic education the Abdulkadir Ahmed Islamic Centre being a sanctuary for Islamic

knowledge dissemination, there shall be a befitting library for Ikoyi Central Mosque.

- The Library shall be well equipped with computers, internet and other relevant accessories.
- As a way of sourcing for the means of maintaining the Library, it shall render some commercial activities such as: printing, photocopying, scanning browsing, etc.
- This Library shall be looked after by a Librarian who reports directly to the Chief Imam because of the peculiarity of his duties. These duties of the Librarian include but not limited to:
  1. Daily maintenance of the Library.
  2. Doing official correspondence/typing for the Chief Imam/the Centre.
  3. Updating the Centre on the need to upgrade the Library through purchasing of new publications from famous authors and erudite Islamic scholars.

#### ➤ **AMBULANCE SERVICES/MAINTENANCE**

The Bureau for Islamic Education shall provide an ambulance at the Abdulkadir Ahmed Islamic Centre for conveying Muslim brothers and sisters who critically sick to the hospital; or conveyance of Muslim corpses from hospitals to the Mosque; or from the Mosque to graveyards.

- To this end, the ambulance which is under the Centre, shall be operated by a responsible driver who is either paid on monthly basis if possible, or paid for each driving service he renders.
- The driver shall report to the Secretariat.
- Neither the sign of cross+ which is for Christians; nor the sign of crescent ☪ falsely used as the sign of Islam shall be on this ambulance. Rather, the name: **AMBULANCE** as well as the name of the **Centre** shall be boldly written on it.
- The Centre shall bear the maintenance cost of the ambulance and charge those who use it accordingly.

#### ➤ **THE CORPSE WASHING FACILITY**

- In preparation for our next abode which is inevitable, Ikoyi Central Mosque shall have a corpse washing facility. In this facility/room, corpses of dead Muslims will be washed and shrouded before performing Janāzah/funeral prayer on the deceased after which it will be taken to the graveyard for burial.
- This corpse washing room shall be maintained by well trained funeral attendants at least, one man who takes care of male corpses and a woman who takes care of female corpses.
- For the sake of due maintenance as well as well being of the funeral attendants, a remuneration should be fixed for or given to



them for each funeral service they render and the families of the deceased are to take care of such remuneration.

- As it is Islamically encouraged, if families of the deceased undertake the funeral services by themselves, they will also pay a token for the maintenance of the facility. This is necessary so that it can be sustained.
- Family of the deceased must provide a Death Certificate duly confirmed and signed by a Medical Doctor from a recognized hospital or medical centre.
- The Centre shall not accept that a dead body be washed, shrouded and funeral prayer performed on it if:
  1. There is a police or court case.
  2. None of the deceased next of kin is available.
  3. The deceased is confirmed to be non-Muslim.
  4. The deceased died in a dubious and/or ambiguous state/act likely to incriminate/indict the Centre subsequently.

#### ➤ **RESIDENCE**

Due to the peculiarity of their work 24/7, and in order for the Imam(s) to be able to discharge their official duties productively and conveniently, the Chief Imām (Deputy, Assistants) shall be entitled to a residential apartment within the Mosque premises (if available) or close to it. This is because there can never be proper maintenance of

the Mosque spiritually and otherwise if there continues to be vacuum in its leadership from time-to-time which may creates room for the desecration and abuse of the Masjid.

Only staffs whose services are very essential will be allowed to reside at the Centre. Therefore all non essential staffs and squatters (if any) are advised to vacate the premises to avoid any embarrassment.

➤ **OFFICE**

- The Chief Imām and his Deputy shall have an office each to enable them function effectively. This office should be equipped with office accessories such as: a computer set, a printer, a scanning and photocopying machine etc.
- The office serves as a place where they can sit and carry out their imamate duties and attend to the Ummah. The office can also serve as a place where they can relax and rehearse while waiting to mount the Mimbar for khuṭbah or deliver their daily or weekly lectures.

➤ **PARKING**

- The Chief Imām (Deputy, assistants) shall be entitled to a designated parking space with a designation sign/tag as follows: ***Reserved.*** The traffic attendant/security men should not allow

anyone to park on the designated space especially on Fridays and during Ramadan.