



THE KHOJA SHIA ITHNA ASHERI MUSLIM COMMUNITY OF BIRMINGHAM

17 Clifton Road, Balsall Heath, Birmingham, B12 8SX

Tel/Fax: 0121 446-6437

Email: secretariat@ksmnet.org; Web: www.ksmnet.org

Registered CIO No: 1170675

Friends List

1. Eligibility

All Shia Ithna-Asheri Jafferi persons over the age of eighteen (18) years can apply to become Friends of the Community except for those who are Khoja Shia Ithna-Asheri Jafferi persons.

2. Application Process

- I. A Friends application form needs to be fully completed and handed to the Jamaat Office.
- II. The form requires two (2) references from members of the Community. They should have been members for at least three (3) years and have no subscription arrears to the Community.
- III. Friends shall undertake to pay any subscription fees and /or such other dues as may be prescribed from time to time.
- IV. The Secretary General shall keep a register of Friends.

3. Rights and Responsibilities

- I. Friends shall observe the constitution, bye laws and any other rules of the Community prevailing from time to time.
- II. Friends shall not represent the Community in any official capacity or functions.
- III. Friends will benefit by:
 - Receiving the Al Muntazar.
 - Paying reduced fees for hiring of the Community facilities (or organising a programme) and Education (Nursery and Madrassa).
 - Being able to join the Burial Fund.

4. Subscription

- I. Friends have to pay an annual subscription before the 31 March of every year.
- II. The annual subscription shall be decided at the Annual General Meeting.

5. Termination

- i. Any Friend failing to pay the subscription before the 31 March shall receive a notice from the Secretary General to pay the subscription within thirty (30) days from the date of the notice otherwise the affiliation will be automatically terminated.
- ii. A Friend can resign at any time by giving notice to the Secretary General.



THE KHOJA SHIA ITHNA ASHERI MUSLIM COMMUNITY OF BIRMINGHAM

17 Clifton Road, Balsall Heath, Birmingham, B12 8SX

Tel/Fax: 0121 446-6437

Email: secretariat@ksmnet.org; Web: www.ksmnet.org

Registered CIO No: 1170675

- iii. If the Friend ceases to be a Shia Ithna-Asheri Jafferi person, their affiliation shall be terminated automatically.
- iv. No subscription is refundable. The Friend shall remain liable for any outstanding dues to the Community.
- v. The Executive Committee may suspend or terminate the affiliation of any Friend of the Community (in accordance with paragraph (vi) below) who is:
 - Responsible for performing or causing to perform, whether directly or indirectly, grave acts or omissions harmful to the interest and ideals of the Shia Ithna-Asheri Jafferi faith;
 - Responsible for carrying out, or threatening to carry out, or inciting others to carry out violent acts at KSIMC of Birmingham Premises;
 - Responsible for causing wilful criminal damage to any part of KSIMC of Birmingham premises. Payment of compensation for damage caused may not absolve the individual(s) from disciplinary procedures defined herein.
- vi. For action to be taken against a Friend alleged of an offence:

A complaint must be made in writing to the Secretary General within thirty (30) days of the suspected act(s) or knowledge of the act(s);

 - Within fourteen (14) days of receiving the written complaint, the Friend(s) against whom the complaint is received, shall be given written notice by the Secretary General to attend a meeting with the Executive Committee to be convened not earlier than seven (7) days and no later than fifteen (15) days after the issue of the written notice;
 - A Friend who refuses to act on the written notice may be liable to termination of affiliation;
 - At the meeting the Friend(s) concerned shall be given every reasonable opportunity of defending themselves personally or by someone on their behalf and having heard the evidence, a two-thirds (2/3) majority verdict of the Executive Committee shall decide the result. The quorum for the Executive Committee at the meeting shall be the same as required for Executive Committee Meetings;
 - Any appeal must be made in writing within fourteen (14) days to the Trustees who shall act as independent members of the Appeal committee for the purpose of the appeal. The Trustees shall hold and decide the outcome of the appeal within thirty (30) days of receiving the appeal. Their decision will be final.