



## AUSTRALIAN NATIONAL IMAMS COUNCIL

"واعْتَصِمُوا بِحِبْلِ اللَّهِ جَمِيعًا وَلَا تَفَرَّقُوا" (سورة آل عمران – 105)

## **Australian National Imams Council AGM Etiquettes:**

- 1. Sincerity to Allah the Almighty, in attendance, unity and in giving opinions.
- 2. Have a positive outlook and optimistic sentiment at the AGM and thrive towards the prosperity and advancement of ANIC and all Imams.
- 3. The unity of the Imams under ANIC is of utmost importance.
- 4. Follow and keep to the discussion of the AGM Agenda.
  - NO discussions other than those in the agenda shall be entertained.
- 5. Due to the limited time, please make your suggestions and opinions short and concise.
  - Contributing Imams will be given maximum 2 minutes in the open discussions.
- 6. Due to the limited time, please avoid repetition of opinions, comments and statements made by others.
- 7. Please respect others while they are talking and refrain from interrupting anyone whilst speaking.
- 8. Please raise your hand on ZOOM if you want to give your opinion and wait for the permission of the chairman.
- 9. Be respectful of the opinions of others, although we may differ in our approach, we all share the same concerns and aim to achieve the same goals.
- 10. No public statements are to be made regarding the AGM, unless it's decided on by the Imams.
- 11. Keep all discussions in the AGM confidential and not to be shared by anyone outside.
- 12. ONLY ANIC Members will be allowed to attend the AGM.

We appreciate your Cooperation and Understanding





## **Etiquettes in using ZOOM:**

1. Please log on 10 min before the start of the meeting.

**ZOOM LINK:** www.anic.org.au/zoom

- 2. TEST your video and audio before the meeting.
- 3. Be in a **QUEIT ZONE** during the conference.
- 4. If you can keep your Camera STEADY and avoid extra movements or DISABLE your Camera. (Be mindful of your background)
- 5. All participants will be MUTED, when need to speak, Please raise your hand by

  PRESSING RAISE HAND BUTTON and wait for your turn to speak. (you will find this in the menu at the bottom of the screen under REACTIONS

  PRESSING RAISE HAND BUTTON and wait for your turn to speak. (you will find this in the menu at the bottom of the screen under REACTIONS)
- 6. Please **UNMUTE** yourself when your turn to speak.
- 7. NO INDIVIDUAL RECORDING of the meeting. (The meeting will be recorded by the ANIC admin)

JAZAKOM ALLAHU KHAIRAN FOR YOUR UNDERSTANDING AND COOPERATION