

## Interview Question for Complainant

Name of Interviewer:	Date of Interview:	Location of Interview:
Name of Complainant:		Contact Information of Complainant:

1. Who is/are the alleged perpetrator(s)?
  
2. When and where did the incident(s) occur?
  
3. Are you aware of other people that may have experienced a similar situation with this individual?
  
4. Were there any witnesses? How were they involved?
  
5. Explain/provide the evidence of the incident (video, photos, text messages, documents, etc...) that you have provided?
  
6. Is there any other information that you believe to be relevant to the investigation?

## Interview Questions for the Accused

Name of Interviewer:	Date of Interview:	Location of Interview:
Name of Accused:		Contact Information of Accused:

### Part A)

1. Describe what happened in detail.
  - a. If the subject denies anything occurred, then ask the reason anyone would create false allegations.
  - b. Were there any witnesses involved? If so, how?
2. Is there any evidence such as documents, notes, videos, etc... to support your version of what occurred?
3. Have you talked to anyone about the incident? If so, please describe who it was, what and when you told them.

### Part B)

If the subject does **NOT** deny that an incident occurred, ask:

4. Describe what happened in detail including the location and time of where the incident took place.
5. Who else was involved?
6. Are you aware of any other complaints by the complainant?
7. Have you talked to anyone about the incident? If so, please describe who it was and what you told them.

## Interview Questions for the Witness

Name of Interviewer:	Date of Interview:	Location of Interview:
Name of Witness:		Contact Information of Witness:

1. Please describe in detail what you witnessed.
  
2. What was the date, time, and duration?
  
3. Where did it happen?
  
4. Who was involved? What is your relation to them if any?
  
5. Did you respond to the incident? If so, what did you do?
  
6. Is there any other information that you would like to add that is relevant?

## Recommendations

These are recommendations that we have gathered from the IANA large group's brainstorm session last month. These recommendations complement the policy & forms we have developed to create the safest environments in our masjids.

- Carry our Islamic traditions and values through all of our actions
  - Educate the public on the relationships between *non-mahrams* (cousins, non-direct uncles and aunts are treated as *mahrams* in our culture)
  - Gender interactions should follow the 3 P's: PUBLIC, PURPOSEFUL, & to the POINT
- Enforce background checks, a database of misconduct, drug tests and orientation/training (including child abuse, mental health, sexual misconduct, & drug and alcohol training) for any person hired in masjids
- Promote female leadership and scholarship in our Masjids in every level, from volunteer to upper level management
- To protect our centers from any vulnerability and liability
  - To create awareness of policies
  - To enforce policies & treat every incident with utmost seriousness
  - To create safer spaces (with cameras, windows, etc.)
  - To offer the Masjid staff, volunteers, parents, & larger community training and resources