KNOW YOUR RIGHTS IF LAW ENFORCEMENT CONTACTS YOU

American Muslims strongly support law enforcement and the protection of our national security. As Americans, we also value civil rights. All Americans have the constitutional right of due process and to be politically active.

If you know of any criminal activity taking place in your community, it is both your religious and civic duty to immediately report such activity to local and federal law enforcement agencies.

If you are visited by federal law enforcement agencies, remember:

- **You should have a lawyer present when speaking with federal law enforcement agencies.** Under the law, you have the legal right to have a lawyer present when speaking with federal law enforcement agencies. This is true even if you are not a citizen or have been arrested or detained. This is your legal right. Refusing to answer questions cannot be held against you and does not imply that you have something to hide. Answering a question the wrong way can hurt you more than not answering at all. An attorney is best able to protect your rights.

- **You do not have to permit them to enter your home or office if they do not have a warrant.** Under U.S. law, law enforcement agents must possess a search warrant in order to enter your house. If they say they have a warrant, politely ask to see it before allowing them to enter. If they have a warrant, be courteous and polite, but remember that you are under no obligation to answer questions without a lawyer present. You may also state for the record that you do not consent to the search so that they cannot go beyond what the warrant authorizes.

- **You should never lie or provide false information to any law enforcement agencies.** Lying to law enforcement agents is a federal crime and should never be done under any circumstance.

- **Remember to get the name, agency and telephone number of any investigator who visits you** so that you may give it to your lawyer.

KNOW YOUR RIGHTS IF STOPPED BY POLICE

- **On the street:** Ask if you are free to go. If the answer yes, consider just walking away. If the police say you are not under arrest, but are not free to go, then you are being detained. The police can pat you down the outside of your clothing if they have reason to suspect you might be armed and dangerous. If they search any more than this, say clearly, "I do not consent to a search." They may keep searching anyway. You do not have to answer any questions.

- **In your car:** Keep your hands where the police can see them. If you are driving a vehicle, you must show your license, registration and proof of insurance. You do not have to consent to a search, but the police may have legal grounds to search your car anyway. Clearly say that you do not consent to the search. Officers may separate passengers and drivers from each other to question them, but no one has to answer any questions.

- **To be arrested or taken to a police station:** Remember you do not have to talk to anyone even if you have been arrested or detained. Ask for a lawyer right away and repeat this request with every officer that tries to talk to you.

- **And treated badly:** Write down the officer's badge number, name or other identifying information. Try to find witnesses and write down their contact information. Finally, call a lawyer. *(Courtesy American Civil Liberties Union)*

KNOW YOUR RIGHTS IF CONTACTED BY THE DHS

The Department of Homeland Security (DHS) has been reorganized into three bureaus: The Bureau of Citizenship and Immigration Services (BCIS), The Bureau of Customs and Border Protection (CBP), and the Bureau of Immigration and Customs Enforcement (ICE).

If you are not a citizen and are contacted by a DHS official, remember:

- **You have the right to call a lawyer.** It is best to carry the contact information of an immigration attorney who can answer your call.

- **Never sign anything without reading, understanding, and knowing the consequences of signing it.** You have the right to have your attorney visit you in detention and at any hearing before an immigration judge.

- **You must carry document authorizing you to stay in the U.S. with you.** If you do not carry these papers with you, you can be charged with a crime. Once you have shown evidence of your status, you do not have to talk to the officers until your lawyer is present.

An officer may not request evidence of your immigration status in your home or another private place unless he or she has a warrant.

- **If DHS asks anything about your political and religious beliefs, groups you belong to or contribute to, things you have said, where you have traveled** or other questions that do not seem right, you do not have to answer them. *(Courtesy American Civil Liberties Union)*

REACT TO ANTI-MUSLIM HATE CRIMES

If you believe that you have been the victim of a hate crime, you should:

- **Report the crime to local police immediately.** Ask that the incident be treated as a hate crime.

- **Report the crime to CAIR.** You can do this by emailing civilrights@cair.com or by calling 202-488-8787.

- **Document the incident.** Write down exactly what was said and/or done by the offender (including dates, times and places). Save all of the evidence and try to take photographs.

- **Act quickly.** Each incident must be dealt with right away, not when it is convenient.

- **Decide on the appropriate action to be taken.** Consider issuing a statement from community leaders, holding a news conference, organizing a peaceful protest, meeting with local officials or starting a letter writing campaign.

- **Mobilize community support.** Make sure that the local mosque is aware of your situation.

- **Stay on top of the situation.** Make sure you follow up with police, local media and community leaders.

- **Announce results.** When the incident is resolved, make an announcement to the same people and organizations originally contacted.

CAIR REGIONAL OFFICES

CAIR National	202.488.8787
CAIR Arizona	602.262.2247
CAIR California - Los Angeles Area	714.776.1847
CAIR California - Sacramento Valley	916.441.6269
CAIR California - San Diego	858.278.4547
CAIR California - San Francisco Bay Area	408.986.9874
CAIR Connecticut	860.995.6628
CAIR Florida - Miami	954.272.0490
CAIR Florida - Orlando	407.649.1660
CAIR Florida - Tampa	813.514.1414
CAIR Georgia	770.220.0082
CAIR Illinois	312.212.1520
CAIR Kentucky	859.221.9081
CAIR Maryland/Virginia	703.689.3100
CAIR Massachusetts	781.712.0182
CAIR Michigan	248.559.2247
CAIR Minnesota	651-645-7102
CAIR Missouri	636.207.8882
CAIR New Jersey	908.938.5990
CAIR New York	212.870.2002
CAIR Ohio - Cincinnati	513.281.8200
CAIR Ohio - Cleveland	216.830.2247
CAIR Ohio - Columbus	614.451.3232
CAIR Oklahoma	405.248.5853
CAIR Pennsylvania - Harrisburg	717.732.3330
CAIR Pennsylvania - Philadelphia	215.592.0509
CAIR South Carolina	803.333.1809
CAIR Texas - Dallas/Fort Worth	972.241.7233
CAIR Texas - Houston	713.838.2247
CAIR Texas - San Antonio	210.378.9528
CAIR Washington State	206.367.4081

WHAT IS CAIR?

The Council on American-Islamic Relations (CAIR) is a nonprofit, grassroots membership organization.

CAIR's mission is to enhance general understanding of Islam, encourage dialogue, protect civil liberties, empower American Muslims, and build coalitions that promote social justice and mutual understanding.

HOW CAN I HELP CAIR?

- **Subscribe:** Become part of CAIR's network. Join our e-mail list to receive updates on issues impacting Muslims in America and around the world. Information about all of these items is available at www.cair.com

- **Support:** Become a member or renew your membership, Membership is only $30 and is open to individuals and organizations.

- **Donate:** Donate generously so that we can continue to be your voice. Monthly automatic deductions, even in small amounts, are best. Call 202-488-8787 for an authorization form. Remember, your donations are eligible for zakat and tax-deductible.

- **Act:** Your activism strengthens our community. Respond to a CAIR Action alert, volunteer at your local CAIR office or help establish a local chapter for CAIR.

CAIR

Council on American-Islamic Relations

453 New Jersey Avenue, SE
Washington, DC 20003
202.488.8787 • fax 202.488.0833
info@cair.com
www.cair.com

Know Your Rights

POCKET GUIDE

Your Rights and Responsibilities as an American Muslim

Compliments of International Graphics
301.595.5999

GET INVOLVED LOCALLY

- Introduce yourself to your neighbors of all faiths, races and ethnicities.
- Join your children's school Parent Teacher Association (PTA) and similar organizations.
- Donate objective, well-written books and multi-media materials about Islam to local public and school libraries.
- Register to vote. Make sure to vote in all local, state and national elections.
- Join or start a local CAIR chapter.
- Attend school board meetings and city council meetings.
- Put together a Ramadan or Hajj display at a local school or library. Invite your neighbors to an iftar.
- Submit a letter to the editor or a commentary to your newspaper about an issue of local importance.
- Invite local community leaders and public to a mosque open house.
- Host civic events such as blood drives and health fairs for the public at your local mosque.
- Get yourself and your mosque involved in local issues impacting all Americans.
- Schedule local and national officials to speak about community issues at your local mosques.

COMMUNICATING WITH CONGRESS

The letter is the most popular choice of communication with a congressional office. To improve the effectiveness of your letter:

- **Think locally.** Send letters to your local and state representatives. As one of their constituents, your voice matters and your vote counts.
- **State your purpose for writing in the first paragraph.** If the letter pertains to a specific piece of legislation, identify it accordingly, e.g., House bill: H.R. _____, Senate bill: _____.
- **Be courteous,** to the point, and use examples to support your position.
- **Address only one issue** in the letter. Try to keep the letter to one page.
- **Close by requesting action** that you want taken: a vote for or against a bill, or change in general policy.

Addressing Correspondence

To a Senator: The Honorable (full name), United States Senate, Washington, D.C. 20510, Dear Senator (last name):

To a Representative: The Honorable (full name), House of Representatives, Washington, D.C. 20515, Dear Representative (last name):

WRITING A 'LETTER TO THE EDITOR'

To increase your chances of publication:

- Keep your letter to no more than 150-250 words.
- React quickly to news of the day, negative coverage or views you support.
- Be authoritative. If possible, speak on behalf of a local organization in which you are involved.
- Pick one main topic and focus only on that one issue.
- Address the letter to "The Letters Editor."
- Be passionate or even controversial, but avoid rhetoric and defamation.
- Give background information on the issue from impartial sources.
- Offer a reasonable and fair solution to the problem you are addressing.

MAKE YOUR VOICES HEARD

Government

The White House	202-456-1414	www.whitehouse.gov
Congress	202-224-3121	www.house.gov/writerep

TV & Radio

ABC News	212-456-7777	www.abcnews.com
CBS News	212-975-1893	www.cbsnews.com
NBC News	212-664-4444	www.msnbc.com
CNN	404-827-1511	www.cnn.com
Fox News	212-301-3300	www.foxnews.com
MSNBC	201-583-5222	www.msnbc.com
PBS	703-739-5000	www.pbs.org
NPR	202-414-2200	www.npr.org

Print Media

New York Times	212-556-1234	www.nyt.com
USA Today	703-854-3400	www.usatoday.com
Wall Street Journal	212-416-2000	www.wsj.com
Washington Post	202-334-6000	www.washingtonpost.com
Associated Press	212-621-1500	www.ap.org
Newsweek	212-445-4000	www.newsweek.com
Time	212-522-1212	www.time.com

KNOW YOUR LEGAL RIGHTS AS AN EMPLOYEE

Federal law makes it illegal for an employer to discriminate against an employee on the basis of religion, race or national origin. Title VII of the 1964 Civil Rights Act guarantees your right to:

- **Reasonable religious accommodation.** The failure of an employer to reasonably accommodate your religious practices may constitute employment discrimination. 'Religious practices' include wearing a beard, prayer breaks, hijab and going to Jummah (Friday) prayers.
- **Fairness in hiring, firing, and promotions.** Your employer is prohibited from considering religion when making decisions affecting your status.
- **A non-hostile work environment.** Your employer must ensure that you are not subjected to anti-Muslim insults, harassment or unwelcome and excessive proselytizing.
- **Complain about discrimination without fear of retaliation.** Federal law guarantees your right to report an act of alleged employment discrimination. It is illegal for your employer to retaliate against you for your complaint.

WHEN FACED WITH JOB DISCRIMINATION

- Remain calm and polite.
- Inform the offending party that you believe his/her actions are discriminatory.
- Report the discriminatory action in writing to company management.
- Begin documenting the discrimination by saving memos, keeping a detailed journal, noting the presence of witnesses and making written complaints. Make sure to keep copies of all materials. It is important to keep a "paper trail" of evidence.
- Contact CAIR to file a report at www.cair.com
- Call the Equal Employment Opportunity Commission (EEOC) at 800-669-4000.
- Contact a local attorney to discuss your case.
- Ask to be transferred to another department or job site.
- Ask for mediation.
- DO NOT sign any documents or resign from your position without first consulting with an attorney.

KNOW YOUR RIGHTS AS A STUDENT

- **You have the right to inform others about your religion.** You have the right to pass out literature or speak to others about Islam, as long as it is not done in a disruptive manner.
- **You have the right to wear religious clothing.** You also have the right to wear clothing with a religious message, as long as other clothes with similar messages are allowed.
- **You have the right to organize student-led prayers on campus,** as long as the service is not disruptive to the function of the school.
- **You may have the right to attend Friday prayer.** The Supreme Court has upheld the right of states to allow students "release time" to attend religious classes or services.
- **You have the right to be excused from school for religious holidays.** You should be sure to inform the school in advance that you will be absent.
- **You have the right to be excused from class discussions or activities** that you find religiously objectionable.
- **You have the right to form an extracurricular Muslim student group.**
- **You have the right to express political views** by passing out leaflets, holding meetings, etc., as long as you do not cause disruption or violate school rules.

KNOW YOUR RIGHTS AS AN AIRLINE PASSENGER

As an airline passenger, you are entitled to courteous, respectful and non-stigmatizing treatment by airline and security personnel. It is illegal for law enforcement officials to perform any stops, searches, detentions, or removals based solely on your race, religion, national origin, sex, or ethnicity. If you believe you have been treated in a discriminatory manner, You should:

- Ask for the names and ID numbers of all persons involved in the incident. Be sure to write this information down;
- Ask to speak to a supervisor;
- Politely ask if you have been singled out because of your name, looks, dress, race, ethnicity, faith, or national origin;
- Politely ask witnesses to give you their names and contact information;
- Write down a statement of facts immediately after the incident. Be sure to include the flight number, the flight date and the name of the airline;
- Contact CAIR to file a report. If you are leaving the country, leave a detailed message, with the information above at 202-488-8787 or go to www.cair.com

It is also important to note the following:

- A customs agent has the right to stop, detain, and search every person and item.
- Screeners have the authority to conduct a further search of you or your bags.
- A pilot has the right to refuse to fly a passenger if he or she believes the passenger is a threat to the safety of the flight. The pilot's decision must be reasonable and based on observations of you, not stereotypes. *(Courtesy American Civil Liberties Union)*