

In the Name of Allah, the Most Beneficent, the Most Merciful

KINGSTON MUSLIM ASSOCIATION (KMA)

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Election Returning Officers email: KMAElection2022@outlook.com

KMA ELECTION 2023

NOMINATION FORM FOR CANDIDATES FOR MANAGEMENT COMMITTEE OR BOARD OF TRUSTEES

INSTRUCTIONS:

- The proposed candidate should complete Sections A & C & D (Sections A and B are confidential and will not be published. Section C & D – will be published.
- The proposed candidate should seek the support of two KMA members who should complete Section B. These must not be current KMA employees or anyone from the Board of Trustees.
- ALL FOUR PAGES MUST BE PRINTED, COMPLETED AND SCANNED BACK BY EMAIL TO THE **ERO EMAIL ADDRESS** (KMAElection2022@outlook.com) BY FRIDAY 5PM DECEMBER 23rd. Incomplete or illegible forms will be voided. A PASSPORT SIZED PHOTOGRAPH MUST ALSO BE SCANNED BACK WITH THE COMPLETED FORM (KMA constitution - Section 18.3).

SECTION A – PERSONAL DETAILS

Name:	
Occupation:	
Full address including post code:	
Mobile Number:	
Email address:	
I confirm that my membership application was submitted to the KMA before 2 October 2022.	

I wish to be nominated for (**TYPE 'X' IN ONE BOX ONLY**)

MANAGEMENT COMMITTEE	BOARD OF TRUSTEES

It is important that candidates who nominate themselves for one of the above positions bring in the required skills and experience the KMA Management Committee and Board of Trustees need. Please refer to the link below for further guidance: <https://www.gov.uk/guidance/trustee-board-people-and-skills>

Some people are disqualified by law from acting as Trustees/Executive Committee members, including anyone described in sections 178 to 180 of the Charities Act 2011. This includes:

- anyone who has an unspent conviction for an offence involving deception or dishonesty
- anyone who is an undischarged bankrupt
- anyone who has been removed from trusteeship of a charity by the Court or the commission for misconduct or mismanagement
- anyone under a disqualification order under the Company Directors Disqualification Act 1986
- anyone who has entered into a composition or arrangement with their creditors which includes an individual voluntary arrangement (IVA), and is currently on the Insolvency Service Register

The expanded list of reasons which lead to disqualification are shown in the government [disqualifying reasons table](#). Please read this link. It is usually an offence for a person to act as a charity trustee whilst they are disqualified.

I,, confirm that none of the above criteria, including those listed in the disqualifying reasons table apply to me. I am also aged over 18 and am a Sunni Muslim. I also confirm that no blood relative is applying for the BoT or no more than one other blood relative for the Management Committee.

Signed..... Date.....

SECTION B – PROPOSER/SECONDER

We fully support the nomination of as a candidate for and confirm that we are fully paid members of the KMA and not a current KMA employee or Board of Trustee

PROPOSER	SECONDER
Name	Name
Address	Address
Mobile	Mobile
Signed	Signed
Date	Date

**SECTION C: PERSONAL STATEMENT
ONE PAGE ONLY – ADDITIONAL PAGES WILL NOT BE ACCEPTED**

Name of candidate (you must insert your name):	
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For Nomination to the Management Committee/Board of Trustees (delete as appropriate)

Please explain why you wish to be nominated and what **skills and experiences** you will bring into the Management Committee/Board of Trustees. Do not make comments on previous office holders. This section will be made public.

KMA 2023

SECTION D – DECLARATION OF POTENTIAL CONFLICTS OF INTEREST

Individuals on the BoT or MC have a legal obligation to act in the best interests of the Masjid. However, conflicts of interest may arise where an individual's personal or family interests and/or loyalties conflict with those of the Masjid. Such conflicts may create problems; they can inhibit free discussion, result in decisions or actions that are not in the interests of the Masjid and risk the impression that the Masjid has acted improperly.

Accordingly, we are asking CANDIDATES for the BoT or MC to declare their interests, if any in connection with their potential role in the Masjid which could cause a conflict. This declaration is not intended to replace any conflict of interest policy that the Masjid may have now or in the future.

Please read the guide for charity trustees (even if applying for a role on the MC) to understand what is a conflict of interest: [Conflicts of interest: a guide for charity trustees - GOV.UK \(www.gov.uk\)](http://www.gov.uk/guidance/conflicts-of-interest-a-guide-for-charity-trustees)

There is nothing wrong or illegal in Conflicts of Interest. We consider them to be normal and inevitable. Impropriety only arises when what would otherwise be entirely legitimate 'Conflicts of Interest' are not properly declared, acknowledged and managed.

For example, once in the BoT or MC you should not if you have a conflict of interest, be involved in managing or monitoring a contract in which you have an interest.

The Charity Commission's guidance publication defines Conflicts of Interest as: "any situation in which a trustee's personal interests or loyalties could, or could be seen to, prevent them from making a decision only in the best interests of the charity."

Examples of Conflicts of Interest could include (there are other types), direct financial gain or benefit to the trustee, indirect financial gain, non-financial gain, or conflict of loyalties.

Declaration of Interests

I (print name) _____ in my capacity as a CANDIDATE for a Masjid position have read the above government guidance weblink and set out below my interests in accordance with the government guidelines if any to the extent that they could impact my work with the Masjid. If elected I will ensure that I make the Masjid aware of such conflict such that this does not impact independent decision making. **Write 'NONE' in box below if no conflict of interest to declare.**



To the best of my knowledge, the above information is complete and correct. I give my consent for this declaration to be published along with my candidate personal statement if the EROs consider this provides further context to my application and for no other purpose.

I confirm that I have not asked any current KMA employee or member of the Board of Trustees to canvass on my behalf as a candidate for the KMA Elections 2023, nor have I acted in any way which would put other candidates under any disadvantage in the elections. I am fully committed to a fair, open and transparent election process and accept that if there are any discrepancies found in my application and declaration that I am willing for this to be investigated by the Election Returning Officers, the Charity Commission, or any other party appointed by the KMA.

Signed: _____

Print name:

Date: