



CAIR-OK is the local chapter of the Council on American-Islamic Relations (CAIR), the nation's largest Muslim civil rights advocacy organization whose mission is to defend the civil rights and religious liberties of American Muslims.

CAIR-OK and other CAIR Chapters nationwide work regularly with educators to provide cultural competency trainings for employers to understand the unique needs of their Muslim employees and provide appropriate accommodations where needed. We have provided over 20 local workshops for Oklahoma businesses, agencies, and other organizations to help educate about Islam, dispel stereotypes, and promote diversity in the workplace.

Please consider our office a resource for you and your organization. You are welcome to contact us whenever you need help or answers to specific questions. We also encourage you to contact us if you are interested in bringing a workshop or training to your organization.



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The Employers' Guide to Ramadan



The Muslim community will celebrate the following two annual religious holidays in 2016 and 2017:

	Eid Al-Fitr	Eid Al-Adha
2016	July 7, 2016 +/- one day	September 13, 2016 +/- one day
2017	June 26, 2017 +/- one day	September 2, 2017 +/- one day

*Note: the date may vary by one day depending on the individual's religious school of thought

Eid al-Fitr signifies the end of the month of Ramadan, a period of religious observance essential to the Islamic faith, and Eid al-Adha signifies the end of Hajj, Islam's annual holy pilgrimage to Mecca. Both days are commemorated by Muslims worldwide through prayer and celebration according to their unique faith traditions.

In 2016, Ramadan will start on or about June 5, 2016. Ramadan lasts 29 to 30 days, during which Muslims abstain from food and drink from pre-dawn to sunset. Fasting during Ramadan is obligatory for Muslims. Muslims also increase their worship and study of the Qur'an during Ramadan, and often attending late night prayers that begin an hour and a half after sunset and last for two hours. These late nights cause many Muslims to rise later than usual, and some people may appear fatigued due to hunger, thirst and disrupted sleep.

For more information about Ramadan, please see "Why Muslims Fast" by www.whyislam.org

We understand that your Muslim employees need to maintain their required duties during this period of time. However, after consulting with local Muslim communities and reviewing federal and state rulings concerning religious accommodation such as Title VII of the Civil Rights Act of 1964 and 25 O.S. § 1302, we urge you to take the following into consideration while scheduling for this upcoming year:

- 1 Employers can accommodate Eid Al-Fitr and Eid Al-Adha by not scheduling Muslim employees on this day. If certain hours of work need to be completed during Eid Al-Fitr or Eid Al-Adha, we ask that employers allow Muslim employees to complete them before or after the employee's excused holiday absence.
- 2 Many Muslim employees are unaware that excused absences are allowed under federal law for religious holidays. We ask employers to inform their Muslim employees of this option.
- 3 Note that some Muslim employees might fast while others might not, depending on their faith-involvement.
- 4 If an employer notices changes in an employee's quality of work or behavior during Ramadan, we ask the employer to notify the employee(s) and discuss options with them.
- 5 If concerned about the physical hardship of fasting, we ask you to contact the employee(s) and speak with them. Some employees might fast only on weekends or only during work hours.