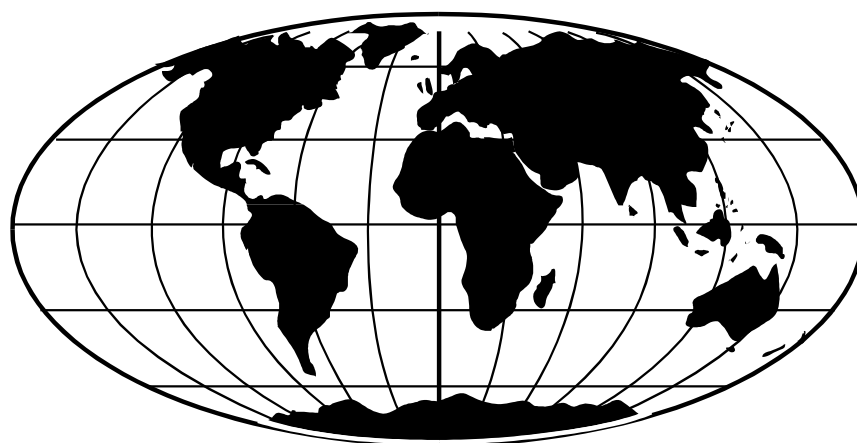


# **CONFERENCE AGENDA REPORT 2000**



**World Service Conference  
of Narcotics Anonymous**

**Approval materials  
for annual meeting  
30 April – 6 May 2000  
Woodland Hills, California, USA**



## THE TWELVE STEPS OF NARCOTICS ANONYMOUS

1. We admitted that we were powerless over our addiction, that our lives had become unmanageable.
2. We came to believe that a Power greater than ourselves could restore us to sanity.
3. We made a decision to turn our will and our lives over to the care of God *as we understood Him*.
4. We made a searching and fearless moral inventory of ourselves.
5. We admitted to God, to ourselves, and to another human being the exact nature of our wrongs.
6. We were entirely ready to have God remove all these defects of character.
7. We humbly asked Him to remove our shortcomings.
8. We made a list of all persons we had harmed, and became willing to make amends to them all.
9. We made direct amends to such people wherever possible, except when to do so would injure them or others.
10. We continued to take personal inventory and when we were wrong promptly admitted it.
11. We sought through prayer and meditation to improve our conscious contact with God *as we understood Him*, praying only for knowledge of His will for us and the power to carry that out.
12. Having had a spiritual awakening as a result of these steps, we tried to carry this message to addicts, and to practice these principles in all our affairs.

# **CONFERENCE AGENDA REPORT 2000**



**World Service Conference  
of Narcotics Anonymous**

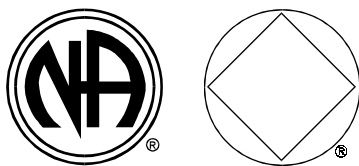
**Approval materials  
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30 April – 6 May 2000  
Woodland Hills, California, USA**

## **2000 Conference Agenda Report**

World Service Conference of Narcotics Anonymous

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## INTRODUCTION

This report contains the proposals to be offered at the 25<sup>th</sup> meeting of NA's World Service Conference, to be held 30 April through 6 May 2000 in Woodland Hills, California, USA. This year's conference holds out the promise of being one of the most important for the NA Fellowship in many years.

We thank you in advance for your willingness to read and study the proposals in this report. We realize it is quite lengthy. Many of the subjects are also quite complex. Some may seem far removed from the concerns of your home group or NA community. We have tried our best to simplify complex material where it was possible to do so. Additional background material about all of these proposals exists in the 35-page November issue of the *Conference Report* and in the 1999 issues of *NAWS News* (all available on our website, [www.na.org](http://www.na.org), or by contacting the World Service Office).

It is immensely fitting that this historic 25<sup>th</sup> meeting of the WSC comes upon us now, because this is truly an exciting time in Narcotics Anonymous. We are very much in the middle of the most important and far-reaching reorganization of our service structure since the fellowship's first service manual, *The NA Tree*, was adopted by our World Service Board of Trustees nearly 25 years ago, making that first WSC meeting possible. The challenges facing us at this time are significant. While we can begin to see many of the benefits of our collective labor, we have not yet arrived at our destination.

We have come quite a distance from that jumping-off point at WSC '98 when we began the current phase of the reorganization. When we summon our collective memory, we see that the efforts to improve and reorganize our world service structure have actually been continuous. As we reflect on what has taken place in Narcotics Anonymous since several of our earliest members came together at the first WSC meeting on the 13<sup>th</sup> day of November, 1976, in Ventura, California, we are profoundly grateful. We are forever thankful for the legacy we have inherited and which we see all around us—an immense number of accomplishments that have been passed down to us all. We summon the spirit and the energy and the goodwill and the dreams and the vision of all those who have participated in past conferences to pass this legacy on to us. We hope, as our predecessors hoped, that our attempts to come together and help each other by sharing experience, strength, and hope will further our collective effort to carry the NA message to the still-suffering addict and strengthen our worldwide unity.

*Your willingness to participate does make a difference.* The evidence is all around us. You are part of a process that, although imperfect and sometimes frustrating, has helped Narcotics Anonymous to grow from one meeting in 1953 in Southern California to over 27,149 meetings in 104 countries today.

The service foundation our predecessors created in the mid-1970s and 1980s was successful in helping our fellowship reach the stage of growth and development we have achieved today at the threshold of a new century. And throughout this time, the most primary world services, now called routine/basic services in the Unified Budget, have expanded and grown much more complex. The balance has shifted from a project-oriented world service system. The accumulated conversion of two decades of past projects into today's routine services has resulted in a remarkable expansion and transformation of world service operations. With these basic services we have continued to serve the needs of the fellowship *without interruption throughout these years of inventory and transition.*

A copy of this report is being distributed at conference expense to every World Service Conference participant and every registered regional service committee. This fulfills the responsibility to notify the fellowship of items for consideration at the 2000 World Service Conference meeting. This year we are translating more portions of the *Conference Agenda Report* than ever before. The body of the *CAR*, meaning everything up to and including regional motions, Addendum A and the Issue Discussion Section are being translated into five languages: French, Spanish, German, Portuguese, and Swedish. Any NA member, group, service board, or committee may purchase (at a cost of \$10.00) additional copies from the World Service Office (or download this report from our website.)

Following the WSC 2000 Abbreviated Motions List, we have included a list of the routine conference business sessions (not in any specific order). A pre-conference mailing will provide a more specific outline for the agenda.

After the list of agenda sessions is an overview of the sessions from the World Board, followed by all of the board proposals for conference action, which have a separate introduction. The next section of the *CAR* contains a motion to select two issues at WSC 2000 for fellowship discussion during the next conference cycle. The proposals for conference action from the Human Resource Panel follow. The next section contains regional motions published at the request of regional service committees. Each motion contains a rationale from the region making the motion, limited to 150 words by conference policy. After each motion is a recommendation for action along with an explanation from the World Board. (The board usually gives these recommendations on the floor of the WSC as the conference considers each motion. We are again providing these here to give you this same information for your discussions.)

Each motion also includes a financial impact statement we have prepared. All financial impact statements factor in: staff time, production and storage costs, and trusted servant expenses, as appropriate, annualized for consistency. All figures are in US dollars. The costs do *not* include expenses for the annual revision of *A Temporary Working Guide to Our World Service Structure (TWGWSS)*. We exclude the administrative expense incurred every year updating *TWGWSS* because this update happens regardless of conference action on any specific motion. Also, the financial impact statements *exclude* costs for any changes in inventory for service materials or literature items. Effective inventory management will minimize the cost of destruction of obsolete items.

These financial impact statements represent our best estimates at this time; there is some greater measure of uncertainty this year because of the number of brand new variables associated with the ongoing transition. The planned startup of the board's committees, the first two-year conference cycle and two-year budget process, and the multiple inter-related scenarios that are part of certain specific proposals all affect our ability to estimate the financial impact of various motions. A pre-conference mailing will provide more detailed financial information, including the 2000-2002 Unified Budget proposal, which will incorporate any detailed project plans the conference may select.

Addendum A contains the Proposed Literature Development Plan that pertains to motions one through four under the Motion 21 section. Addendum B contains a version of the 1999 *A Temporary Working Guide to Our World Service Structure* that reflects the changes to policy resulting from motions six through twelve under the Two-Year Conference. Addendum C contains the proposed 2000 *TWGWSS* called out in motion thirteen. The next section contains the issue discussion papers on two topics determined at WSC'99: "What is Abstinence?" and



“Retaining Experienced Members with Substantial Clean Time.” Finally, we have also again included a letter regarding nominations for positions open for election at WSC 2000, a copy of the resume form, and a glossary of service terms often used in discussing world service issues, including those appearing in the 2000 *CAR*.

The March 2000 issue of the *Conference Report* will contain annual reports from regional service committees and letters of intent from regions planning to request seating at WSC 2000. The deadline for the *March Conference Report* is 15 February 2000. Final orientation materials for this year’s conference will be mailed to conference participants approximately 30 days before the conference begins.

There is one more way that you can help us. The fact that you have obtained a copy of this report and/or have shown up at a *CAR* workshop is evidence of your commitment to, and love for, Narcotics Anonymous. If you also have five (5) years clean, you are eligible to submit a service resume to become a part of the world pool administered by the Human Resource Panel. That form is included in this report. We hope every member of NA with five years clean will become willing to make themselves available to Narcotics Anonymous World Services by completing this form so that the world pool can become the largest and most diverse resource in our history for fellowship participation in world services. We hope every participant at every *CAR* workshop will take a moment to look at the resume form and consider this opportunity for service.

The legacy we have inherited is a sacred trust. We are temporary custodians for future generations, and we ask that you join with us in serving not only the interests of those you represent directly today, but also NA as a whole and all those still-suffering addicts who haven’t yet heard that there is another way to live. We believe we have followed through on the direction provided by the 1998 and 1999 conferences. While we believe our proposals are recommending the next right things to do, it is now up to the fellowship and WSC 2000 to discuss and debate these proposals. We hope that you will help us navigate the suggested course we have laid out, but we look forward eagerly to the direction we receive from you at WSC 2000, whatever that may be.

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**WSC 2000 ABBREVIATED MOTIONS LIST**

For reference only

**Motion 1:** Shall the fellowship proceed with a comprehensive evaluation of revisions and additions to the entire Basic Text and the Little White Booklet?

*Maker: World Board, page 6*

**Motion 2:** When shall the World Board offer a detailed project plan to begin this evaluation: (a) WSC 2002; (b) WSC 2004; or (c) WSC 2006?

*Maker: World Board, page 8*

**Motion 3:** That the World Board encourage area and regional literature committees to develop source material about sponsorship in 2000, with the board starting a preliminary evaluation of the issues relating to the sponsorship material in 2001.

*Maker: World Board, page 9*

**Motion 4:** To affirm the general direction of the proposed literature development plan as summarized below...

*Maker: World Board, page 10*

**Motion 5:** To approve the following process for the approval of service material to be included in *A Temporary Working Guide to Our World Service Structure* (2000 edition)...

*Maker: World Board, page 13*

**Motion 6:** To adopt the following section titled "The Work Cycle between Conferences" for inclusion in *A Temporary Working Guide to Our World Service Structure*...

*Maker: World Board, page 17*

**Motion 7:** To adopt the following section titled "World Service Conference Publications" for inclusion in *A Temporary Working Guide to Our World Service Structure*...

*Maker: World Board, page 20*

**Motion 8:** To adopt the following description of zonal forums for inclusion in *A Temporary Working Guide to Our World Service Structure*. In addition, the chart of the "Narcotics Anonymous World Service System" in *TWGWSS* will be changed to reflect this relationship with the WSC.

*Maker: World Board, page 22*

**Motion 9:** To approve the following section, "Criteria for Recognition of New Conference Participants," as conference policy for inclusion in *TWGWSS*...

*Maker: World Board, page 24*

**Motion 10:** To approve the following as conference policy: "The World Service Conference funds the attendance of delegates from each seated region to the meeting of the WSC held every two years. This funding includes travel, lodging, and meal expenses only. This policy would cover all previously seated regions that have attended one of the past three conferences."

*Maker: World Board, page 27*

**Motion 11:** To limit seating on the conference floor to one delegate and one alternate per region.

*Maker: World Board, page 28*

**Motion 12:** To adopt the following section, titled "The World Service Conference," for inclusion in *A Temporary Working Guide to Our World Service Structure*...

*Maker: World Board, page 28*

**Motion 13:** To adopt the revised version of *A Temporary Working Guide to Our World Service Structure* contained in Addendum C...

*Maker: World Board, page 31*

**Motion 14:** To make housekeeping changes to the Operational Rules of the *Fellowship Intellectual Property Trust* that reflect a two-year conference cycle and the Unified Budget process already adopted.

*Maker: World Board, page 31*

**Motion 15:** To select two issue-discussion topics from the following list for discussion at the 2002 World Service Conference...

*Presented according to conference policy, page 33*

**Motion 16:** To add to *A Temporary Working Guide to Our World Service Structure* (1999 edition) on page 15, under EXTERNAL GUIDELINES FOR THE WORLD POOL AND HUMAN RESOURCE PANEL, section "Guidelines for General Eligibility and Implementation," the following language...

*Presented on behalf of the HRP, page 34*

**Motion 17:** To add to the duties of the Human Resource Panel the ability to provide the World Service Conference with a list of individuals best qualified for election to the position of the Human Resource Panel. This would be accomplished by amending *A Temporary Working Guide to Our World Service Structure* (1999 edition) as follows...

*Presented on behalf of the HRP, page 36*

**Motion 18:** To amend the term of office for the Human Resource Panel to two (2) conference cycles. This change in term of office will begin with the HRP members elected at WSC 2000. This would be accomplished by amending *A Temporary Working Guide to Our World Service Structure* (1999 edition) as follows...

*Presented on behalf of the HRP, page 36*

**Motion 19:** To include in *A Guide to Local Services in Narcotics Anonymous* between the General Table of Contents, page iii and the chart "NA Service Structure," page iv, the following description of the different units of our service structure in NA...

*Maker: Alsask Region, page 38*

**Motion 20:** To capitalize the first letter of the words: Step, Steps, Tradition, and Traditions when used in reference to the Twelve Steps and/or Twelve Traditions of Narcotics Anonymous in all newly developed and/or revisions to our service and recovery literature.

*Maker: Pacific-Cascade Region, page 39*

**Motion 21:** That the World Board provides only new information, not recommendations, on regional motions in the *Conference Agenda Report*.

*Maker: Wisconsin Region, page 40*

**Motion 22:** To create a nonvoting conference participant status at the World Service Conference for World Board members. The board may continue to give reports, recommendations and make motions, but not have a vote in any WSC business sessions, including elections. This would be accomplished by amending *A Temporary Working Guide to Our World Service Structure* (1999 edition), as follows...

*Makers: Arizona Region and Ontario Region, page 41*

**Motion 23:** That voting during the election of World Board members be restricted to regional delegates or in their absence a duly elected regional delegate alternate. This would be accomplished by amending *A Temporary Working Guide to Our World Service Structure* (1999 edition), as follows...

*Maker: North East Atlantic Region, page 43*

<p><b>Sessions for WSC 2000</b> <b>Woodland Hills, California, USA</b> <b>Sunday, 30 April–Saturday, 6 May 2000</b></p>
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*Please note that these sessions are not listed in any particular order.*

- Narcotics Anonymous recovery meeting(s)
- Agenda overview, general orientation
- Introductions
- Approval of WSC '99 minutes
- Seating of new regions
- Adoption of procedures
- World Board report
- Human Resource Panel report
- 1999–2000 issue–discussion topics: “Retaining Experienced Members,” and “NA’s Definition of Abstinence”
- Zonal forum reports
- Elections
- Report on Unified Budget process and 2000–2002 budget presentation and adoption
- Discussion of issues related to fellowship development
- Zonal forum meetings, as requested
- New business
- Old business
- World Board meetings

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**WORLD SERVICE CONFERENCE 2000 AGENDA  
OVERVIEW**

The 2000 WSC will present definite challenges for all conference participants. The length of this year's *CAR* foreshadows the volume of business for conference consideration. In this sense, the business before 2000 WSC bears a resemblance to the 1998 WSC when the conference confronted major decisions about its own structure. For some years now there has been talk of a different kind of *Conference Agenda Report* and a different kind of World Service Conference. In putting together this year's *CAR*, a frustrating undertaking in many respects, the familiar face of the past has become quite evident. Yet as we are starting to look at the agenda structure for this year's conference, we remain deeply committed to the effort to lead the conference into fully living up to what it could be, not just what it has been, creating new models to improve our abilities to work together and achieve our primary purpose.

The old business on the agenda for this year's conference is truly "old" in every sense. Many of the issues presented by the two-year conference project have haunted NA world services without resolution for at least fifteen years. Issues about the Basic Text now stretch back twenty years into the past. Concern about the development of guidelines and other service material is older still. The agenda for this year's conference represents not only "old business," but also great opportunities for resolution and accomplishment around these issues of major importance.

The week's events will be structured to help the conference to make all of the necessary decisions that are pivotal to the next stage of the transition to a two-year conference cycle. Many of the issues revolve around questions of conference policy. We know that from the perspective of most members, "*TWGWSS*" is not the first concern of an addict trying to stay clean another day or an isolated NA group's efforts to carry the message to the addict who still suffers. At the same time, a fellowship issue of paramount importance will be a central subject of discussion at this year's conference. What changes, if any, shall we consider making in our Basic Text and Little White Booklet, and what are the priorities for NA as a whole for recovery literature development? All members, regardless of background in service or length of clean time, have experience relevant to discussing these questions.

While there will be more opportunities than ever to become lost in policy details and parliamentary maneuvering, we hope that all of the dialogue and debate about the proposals on this year's agenda will bring participants and the fellowship together. We hope the spirit of discussion and dialogue, in small groups and in the general sessions, in a mature atmosphere of mutual trust and respect, will be a hallmark of this conference's decision-making processes. Although the agenda and business of the 25<sup>th</sup> World Service Conference are old, the chance to approach everything in a new way dares us to move forward.

<b>MOTION 21 PROJECT</b>
--------------------------

### **Introduction**

The 1999 World Service Conference (WSC) approved a project plan to deal with all the literature issues and motions committed from 1998 and 1999. The “Motion 21” project plan directed the World Board “to prepare for the 2000 *Conference Agenda Report* a comprehensive report for the creation and revision of fellowship-approved literature over the course of the next five to ten years.” That report is included in this *CAR* as Addendum 1. This part of the *CAR* proposes four motions from the World Board that resulted from work on the Motion 21 project this past year. We have tried to simplify the issues and background most essential to just these four motions, but for a full understanding we encourage all interested members to read the full report.

The four literature-related motions the board is proposing are closely interrelated. Therefore, because of the complexities with these multiple scenarios, we want to list these four motions upfront, before discussing each motion.

**Motion 1: Shall the fellowship proceed with a comprehensive evaluation of revisions and additions to the entire Basic Text and the Little White Booklet? Yes or No?**

**Motion 2: When shall the World Board offer a detailed project plan to begin this evaluation (per Motion 1 above): (a) WSC 2002; (b) WSC 2004; or (c) WSC 2006? Choose one of these options: (a), (b), or (c). (*Motion 2 will only be offered if Motion 1 passes.*)**

**Motion 3: That the World Board encourage area and regional literature committees to develop source material about sponsorship in 2000, with the board starting a preliminary evaluation of the issues relating to the sponsorship material in 2001. (*Motion 3 will not be offered if Motion 2 passes with option (a) chosen;*)**

**Motion 4: To affirm the general direction of the proposed literature development plan as summarized below. (*The form of Motion 4 will depend on the outcome of Motions 1, 2, and 3.*)**

We are offering these four motions as a way of stimulating discussion about recovery literature development. We hope this will lead to fellowship consensus and decisions about what future literature development should occur relative to other priorities. Because there are many reasonable options, presenting those options fairly and simply has not been easy. We can not and do not want to make these choices for the fellowship: *The choice is yours*. Every member and every NA group has a stake and a voice in these matters. Our intent is to offer reasonable and practical options. We have heard enough conflicting input to suggest that there is a significant difference of opinion about what NA should do next. This assumption underlies the way we have structured these motions. If we are wrong, and there is an overwhelming consensus to do something entirely different, we have no doubt that consensus would prevail. We would welcome any clear consensus. Because there is a diversity of views and the issues are complex and interrelated, we expect lively discussion at WSC 2000 to reach agreement on a practical course of action which all can support wholeheartedly. Communication that leads to such unity about our service effort is what we believe the *Conference Agenda Report* is really all about. We hope these motions will be discussed and considered in this spirit.



Motions 1, 2, and 3 are a direct response to three motions committed to the board at the 1998 conference—Motions 21, 24, and 77 from WSC 1998. Although it is somewhat unusual to offer a motion in the form of a question, we have done so here for the sake of clarity with Motions 1 and 2. Conference action on these questions will have the same effect as any other conference motion. Our last motion (Motion 4) asks the fellowship to affirm the general direction of the comprehensive report/literature development plan. Again, we prepared this report/plan per the “Motion 21” project adopted by WSC 1999.

**From the 1998 *CAR*/WSC, Motion 21: Basic Text/Little White Booklet (Adopted Motion)**

**From the 1998 *CAR*/WSC, Motion 24: WSCLC “A” List (Adopted Motion, Subsequently Committed)**

**1998 WSC Motion 77: Sponsorship Booklet (Adopted Motion, Subsequently Committed)**

If you are not familiar with the background and history regarding the 1998 WSC motions and this project, we devote roughly one-third of our comprehensive report (see Addendum A) to providing this information. Beginning on page eight with the section titled “Some Key Issues and Background Information” and continuing through pages fourteen in the section “Summary of Fellowship Input,” we have summarized all of the critical background material which supports our presentation of Motions 1, 2, 3, and 4. This background also supports the last two major sections of the report: “Literature Development Plan Overview” beginning on page 20 and the final section (“Specific Discussion Issues—For Future Consideration”) from page 23 to 28. The entire report is meant to be read in its totality, and this is particularly necessary concerning Motion 4, which is a motion to affirm the general direction of the work plan outlined in the proposed literature development plan.

The WSC’s first purposeful act after creating the World Board in 1998 was to give Motions 21, 24, and 77 to the board. We recognize and acknowledge this fact. Our response to all three of these motions is the same. Our response is to offer Motions 1, 2, and 3 for fellowship consideration. Motions 1, 2 and 3 have resulted from an effort to put the issues surrounding the Basic Text, the Little White Booklet, and the development of new material on sponsorship in context. By this we mean the overall plan for all recovery literature development for the next five to ten years. This context also includes the short- and long-term priorities for the board and NA World Services at this stage of the transition to a new world service system.

### **Do We Really Want to Revise the Basic Text and the Little White Booklet?**

Given our history and the importance of the Basic Text, substantial unanimity should be our goal before we initiate a project relating to the Basic Text or the Little White Booklet. The board is not offering any detailed project plans to revise the Basic Text or the Little White Booklet during the next conference cycle (2000–2002). Instead, the board is offering Motions 1, 2, 3, and 4 in combination, which we believe satisfies the spirit of the original Motion 21 from 1998, as well as the Motion 21 project plan adopted by WSC 1999, which amended and broadened the scope of this project.

There are several reasons why we have taken this approach. These include: the 1999 literature survey results (in spite of that survey's flaws), the input on file that we have reviewed, and our own judgment and experience.

We are very much aware that the 1998 WSC adopted Motion 24 and Motion 77 (see Addendum A, page three), but then subsequently committed these motions to the Motion 21 process, an unprecedented action. Revision of either the Basic Text or the Little White Booklet would extensively impact numerous other items of fellowship-approved literature that contains quotes or excerpts from these publications. There is insufficient consensus that either of these are the next, immediate priorities for literature development. The board believes that going through this process is necessary and valuable—even if the end result of all this reaffirms the literature priorities suggested by the actions of the 1998 WSC (with some much-needed clarification).

A reasonable delay is well worth the effort involved in carefully considering what NA should do with the Basic Text and Little White Booklet, if anything. We believe this is consistent with the spirit of Motion 21 as passed in 1998. At the same time, we recognize that some are disappointed that the board has not accomplished this comprehensive evaluation this year within the scope of the current project. We believe the delay has been necessary and unavoidable given where NA World Services is now in terms of the ongoing reorganization of the world service structure. We outlined this at length in the *November Conference Report*. **As a practical matter, the board believes that the demands of the transition during the next conference cycle are so great that it would be unreasonable to begin a book-length literature project.**

We discussed this workload at length in the *November Conference Report*. The major tasks include integrating possibly as many as twelve new members onto the twenty-four member World Board, implementing the board's committee system, adjusting to the two-year conference cycle, and making the proposed worldwide workshop system effective. Establishing the world pool as an effective, reliable resource will be a crucial part of the success of all of these tasks. Improving both fellowship communications and the working relationships among and between NA World Services and the fellowship is another overarching priority that is a part of the process of settling in with the changes begun at WSC 1998. All of these tasks are part of the ongoing effort to make the foundations of the new NA world service system stable and secure. We must finish the work already started as a consequence of the decisions of the 1998 WSC to create this new world service system, along with the other new work that is a result of the 14 projects approved by the 1999 WSC.

The Basic Text (all editions, all languages) is by far the largest single source of income for NA World Services, representing approximately 58% of all recovery books sold and 34% of 1999 gross income. The Little White Booklet is NA's oldest piece of recovery literature. It is still our best-selling booklet ever, both in terms of current annual sales volume and for all time. Although the Little White Booklet is historically important to NA, it is in the same category as all other recovery literature.

The board believes our common welfare and fellowship unity—the practical foundation of our Twelve Traditions—far surpass any financial considerations. It is hard to imagine any world service project that would ever generate greater concern or interest for NA groups worldwide and most members. Consequently, if the fellowship decides to go forward, such a project (even if limited to a comprehensive evaluation) will require all elements of our entire service structure to communicate with the fellowship. Moreover, the board and conference delegates would have to work together closely to ensure the effectiveness of this

communication and also ensure together the most careful management and oversight of this project.

The board believes that it would be unwise to propose any project to change either the Basic Text or the Little White Booklet without first having further measured deliberations. At this time we see significant opposition in the fellowship to revising the existing material in Chapters 1–10, and the WSC Literature Committee had previously recommended that these existing chapters remain unchanged. On the other hand, there have been some members who have been waiting patiently since 1988 for the end of the moratoriums. Some input has been on hold since 1983 that supports changes to these chapters.

The fellowship appears divided about adding additional chapters on sponsorship or service. While it is clear that the demand for new material about sponsorship is strong, it is not clear that the fellowship feels that the best option is for this material to take the form of a new chapter in the Basic Text. The support for a chapter about service appears to be weaker than for a chapter about sponsorship.

The fellowship also appears divided about revising the personal story section in the immediate future. Evaluating the issue about changing the Book Two stories section in conjunction with a possible project to create a new international story book will also help to resolve what the fellowship needs in this area. We acknowledge that the 1998 WSC defeated a motion, without debate, which proposed to create a new book-length anthology of personal stories from recovering addicts throughout the world. But we believe this idea warrants further consideration and should be evaluated in the context of making other changes in the personal story section of the Basic Text.

This motion intends to facilitate a comprehensive approach to decision making. This means a careful and thorough consideration of all factors and all issues involving changes to our first and most important recovery book, the Basic Text, and the historic booklet that begins each of its first eight chapters, the Little White Booklet. (The subsequent evaluation, if the conference adopts that motion, would also intentionally foster this same sort of comprehensive approach to planning major projects.)

We believe the situation is analogous to a freight train; once set in motion, this could influence substantially everything in the NAWS Neighborhood and in the fellowship. In some sense, the 1998 WSC already began this process by asking the World Board to load all of the Basic Text cargo onto the train. The train is now still sitting in the station pending fellowship approval to depart. Further, although any future conference could stop the freight train at any time—as a practical matter, our experience has shown that once any NA train gets going, its own momentum and other factors would make it very difficult to stop. Therefore, the question is: Do we really want to start this train going (what are we trying to accomplish?) and if so, what is this train's destination and schedule? Are the Basic Text and Little White Booklet in some way deficient? Does either publication contain outdated or wrong material which compels an effort to make corrections or revisions? Does either publication need to be improved at this time by the addition of new material, either new text or stories or both? Alternatively, should one or both of these publications be left alone as is? Any new material to meet current needs could be channeled instead into other recovery literature. The board believes there are many members with strong feelings on both sides of this issue, and that all elements of our fellowship must engage in dialogue before any project to change NA's first book and first booklet can or should go forward. Our full report (see Addendum A) includes background information about the history of these publications and the moratorium which was

in place from 1988 to 1998, including a brief summary of all input received to date and past conference actions relating to this subject.

**Motion 1: Shall the fellowship proceed with a comprehensive evaluation of revisions and additions to the entire Basic Text and the Little White Booklet? Yes or No?**

*Intent:* This motion intends to communicate the issues involved in further evaluation of changes to the Little White Booklet and the Basic Text. This motion encourages the fellowship at the 2000 WSC to show their support—or lack of support—for changes to this material with their vote on this motion. (Revision means any substantial deletions and/or changes in the existing text and/or stories section of either publication. Addition means the creation of any new text, new chapters, and/or stories for either publication.)

*Financial Impact:* This is a decision to make a major commitment of world service resources but the true impact would fall under the decision of when and how to initiate this work. This motion does not, in itself, have a direct financial impact.

*Policy Affected:* This motion would not amend any WSC policies.

### **What If the Fellowship's Answer Is No?**

If the fellowship's answer to Motion 1 is no, there are two important implications.

First, the board would obviously not offer Motion 2. The issue of changing the Basic Text and the Little White Booklet would be settled for the near future. There would be no moratorium in place, however. The fellowship would remain free to reconsider the issues at a future date.

Second, Motion 3 would still be relevant, however. Although saying "No" to Motion 1 would narrow the scope of any sponsorship project, this would leave open the question of that material going somewhere else. A "No" answer on Motion 1 would indicate that the fellowship does not want new material on sponsorship to take the form of a new chapter in the Basic Text. But it would still be possible to have literature committees begin to develop source material in 2000, with the board beginning its evaluation in 2001 regarding the ultimate content and format (e.g., a new and/or existing pamphlet or booklet). Saying no to Motion 1 would only rule out the placement of a new chapter on sponsorship in the Basic Text, at least for the next conference cycle.

### **If the Answer Is Yes, the Follow-up Question (Motion 2) Asks When That Evaluation Should Start**

If the fellowship's answer to Motion 1 is yes, then fellowship discussion of Motion 2 will enable the conference to decide when evaluation of the Basic Text and/or the Little White Booklet should begin. The board's motion offers three options for a start date: WSC 2002, WSC 2004, or WSC 2006. The board does not believe it can start such an evaluation during the next conference cycle, between WSC 2000 and WSC 2002, because of the demands of the ongoing transition; therefore, the board is not offering this option because it would not be practical or reasonable.

If Motion 1 passes, here's what the evaluation would involve, regardless of when it starts. If adopted, the intent of the evaluation would be twofold. Phase one would focus on

substantive issues relating to determining a fellowshipwide consensus about what to change, edit, and/or add. These substantive issues also include style, tone, and continuity. By continuity we mean the extent to which new material would need to match the existing style and tone and/or the degree of difference that would be acceptable. Phase two would address the complex development process issues, including how any specific evaluation recommendations would be implemented by any subsequent project. For example, this careful consideration would include: development methods, budget, timelines, the processes for review and input, and the approval process (within the framework of options to choose from *within the existing literature process*).

The way the evaluation is done, if authorized, should facilitate a comprehensive approach to decision making. This principle is something that underlies the entire service structure change, but is also a new dynamic for the conference and for the fellowship. Between the book's publication in 1983 and 1988, we had five editions in these five years. The board's intent is to engage the fellowship in a comprehensive evaluation so that any and all changes are considered now at the same time. The intent of this evaluation would be to discourage piecemeal revisions to the Basic Text and thus avoid multiple new editions within a short period of time.

Finally, there is one important consequence of option (a) of Motion 2. This option provides for a timeline beginning this next conference cycle. If the conference decides this year that it wants the evaluation to start upon adoption of a detailed project plan at WSC 2002, the board would have to develop that detailed project plan for the evaluation during the next 18 months. Given the board's expected workload during the next conference cycle implementing its committees, the worldwide workshop system, and other aspects of the transition to a two-year conference cycle, everything else contemplated in the literature development plan would have to be put on hold. This work is spelled out in the next two motions, Motion 3 and Motion 4.

We believe this workload limitation is only partially a result of the board's finite ability to administer effectively the overall work of the NA world service system. The reality of resource limitations also fully takes into account what the board believes is practical and reasonable for the fellowship, the world pool, and the WSO staff to accomplish together in this time frame, given the individual and combined human and financial resource limitations of all components of NA world services. We believe there is an important balance between the quantity and pace of the work we try to accomplish and the quality of the results.

Specifically, if the conference adopts Motion 2 with a 2002 timeline, the board will not offer Motion 3. This would represent two major projects during the same conference cycle, which is already burdened by the extraordinary aspects of the transition. Motion 3, the sponsorship project, could go forward if the conference adopts Motion 2 with a timetable starting at WSC 2004 or WSC 2006. In either case, the preliminary work developing source material on sponsorship and evaluating the issues could go forward during the next conference cycle if the conference adopts Motion 3. This preliminary work would dovetail into a Basic Text evaluation project that would begin in either 2004 or 2006. But trying to do both at the same time, which is what would be involved with Motion 2's adoption with a WSC 2002 start date, would be the equivalent of two freight trains on a collision course headed for the same crossing.

Moreover, as you can see by examining Motion 4 below, the board has identified six other tasks in addition to starting the sponsorship project. These tasks are described in bullet points D, E, F, G, H, and I of Motion 4. All of this work would also have to be put on hold

indefinitely. Therefore, if Motion 2 is adopted with the WSC 2002 timeline, the board would modify Motion 4 so that it would consist of just bullet points A and B. This means implementing the Publications Committee and preparing the Basic Text/Little White Booklet evaluation plan, and nothing else. Bullet points C through I would be shelved indefinitely.

Every project has an opportunity cost. Doing one thing means postponing the opportunity to do something else. Additionally, it is the board's estimate that choosing to begin a project to change the Basic Text and the Little White Booklet would make this the one and only fellowship project for at least six years. No other projects involving literature or anything else would be practical or feasible. Choosing to undertake revisions and/or additions to the Basic Text and the Little White Booklet would mean consuming the resources that would otherwise be available for everything else for six years' time, minimum. With a timeline starting at WSC 2002, this would mean reserving all variable resources for the Basic Text project through WSC 2008. Similarly, a start date of WSC 2004 would mean reserving resources from WSC 2004 to WSC 2010 for the Basic Text project, or from WSC 2006–2012 with a 2006 start date.

**Motion 2: When shall the World Board offer a detailed project plan to begin this evaluation (per Motion 1 above): (a) WSC 2002; (b) WSC 2004; or, (c) WSC 2006? Choose one of these options: (a), (b) or (c).**

*Intent:* The intent of this motion is to give the entire fellowship the opportunity to discuss and decide when a comprehensive evaluation of the Basic Text and the Little White Booklet should start.

*Financial Impact:* The creation of a detailed plan would depend on the specifics called for in the project plan that initiates it. Minimally, three meetings of a workgroup of the Publications Committee would cost \$30,000 for three meetings and administrative costs. Until a project plan is developed, we are unable to estimate staff costs.

*Policy Affected:* This motion would not amend any WSC policies.

## Sponsorship

Our recommendation here is to support the beginning of the development of material on sponsorship by area and regional literature committees during the next conference cycle. We believe there is consensus that the fellowship needs and wants more material on this topic. The WSCLC first identified the existing IP as needing revision back in 1992, and competing proposals to revise the IP, create a new booklet, or add a chapter to the Basic Text have been discussed ever since. And, as noted below, the 1998 WSC adopted Motion 77, but then subsequently committed it to the Motion 21 project. The activities in 2000–2002 would be principally further evaluation to achieve consensus on the form and content of this project, clarifying whether the new material should be created in addition to the existing Sponsorship IP, or as a replacement and revision of that IP. The general priority setting literature survey (and/or focus groups and/or fellowship workshops, among other things) will also help to clarify which projects (if any) may be recommended first during the 2002–2012 time frame.

We want to dispel the rumor that there is a finished draft of sponsorship sitting in our files. No world service board or committee has ever done any work to create a new draft of material on sponsorship. There are not hundreds and hundreds of pages of source material on

file, only a few pages of very rough material that have been received from one area literature committee and one member.

Passage of this motion would give free rein and encouragement to area and regional literature committees to begin development of sponsorship material starting in 2000 (much like “C-list” regional literature projects were worked on in the past). We would accomplish this by beginning to ask for fellowship input if Motion 3 is approved, and sending out existing source material to area and regional literature committees that wanted to work on this piece. We believe we could manage this with a minimum use of staff resources. Subsequently, around 2001, the board would become actively involved in the evaluation process, using unspecified evaluation tools such as a survey or focus groups or workshops to gather broad-based fellowship input on the form and content of a potential sponsorship piece.

What does the fellowship want the content and form of new sponsorship material to be? Specifically, what does the fellowship want and need to say about sponsorship that we haven’t already said in some other existing literature? Furthermore, where do we want this new material to go—the Basic Text, an Intro Guide, a new booklet, the existing IP, a new IP, or some combination of these places?

The board will report to WSC 2002 about the results of this evaluation and allow the 2002 conference to decide how work should proceed. The board would report on the preliminary results of its evaluation and the development efforts in the updated literature development plan proposed in the 2002 *CAR* along with any specific findings or recommendations. However, under our recommendation, the conference could not approve and publish the material before WSC 2004. Even this date is only possible if the 2002 WSC decides that the material will go somewhere other than the Basic Text. This is because we believe that if an evaluation of the Basic Text begins after WSC 2002, it will take at least six years or until WSC 2008, at the earliest, before it would be possible and prudent for the fellowship to approve a Sixth Edition of the Basic Text. The timeline here is driven by the link to Motion 2. Motion 2 makes clear that this Basic Text evaluation would not start until WSC 2002, at the earliest.

The *November Conference Report* outlined an important part of the rationale for the timeline for Motions 2 and 3. Motion 2 and Motion 3, if the fellowship adopts either at WSC 2000, would create a major project. If the conference adopts Motion 2 with the timeline beginning at WSC 2002, the board will NOT offer Motion 3.

**Motion 3: That the board encourage area and regional literature committees to develop source material about sponsorship in 2000, with the board starting a preliminary evaluation of the issues relating to the sponsorship material in 2001.**

*Intent:* The intent is to respond affirmatively to the significant fellowship desire for some material about sponsorship sooner rather than later, while postponing until WSC 2002 a final determination of the proposed content and structure of this material pending the results of the initial development work.

*Financial Impact:* Again, the cost would depend on the details of the project plan that initiates this work. The coordination and development would have much the same costs as those named in Motion 2.

*Policy Affected:* This motion would not amend any WSC policies.

## **Affirming the Literature Development Plan**

The board is asking for a vote of confidence on the overall plan of work spelled out in the comprehensive literature development report we have offered. The board is asking for a yes/no decision about the issues in *general terms*. The authorization of specific work happens at the conference with the approval of the Unified Budget proposal. The conference would authorize all literature work through a discussion of a motion to approve the detailed Unified Budget proposal. This includes a reaffirmation of the idea that this report and plan is a working document that the board would update and present to the fellowship every two years in each *Conference Agenda Report*.

We view this approval process as an ongoing replacement for the old process of setting recovery literature priorities through the A-B-C-D Priority Worklist process. Our comprehensive report in this *CAR* (Addendum A) is a working document that the board would update every two years and present to the conference in the *CAR*. As this working document evolved through literature needs assessment/evaluation and direction from the conference, what is now essentially a two-year plan would evolve into an effective longer-range plan.

Again, the conference will still have to approve all specific major work at the conference. The decision-making vehicle is a resolution and discussion at the conference to approve the detailed Unified Budget proposal. As Appendix 3 of the comprehensive report indicates, some of the proposed work falls under the routine services portion of the Unified Budget (i.e., fixed expenses). An example of this would be implementing the board's Publications Committee. Conversely, other tasks will require detailed project plans and fall under the variable portion of the budget. An example of this would be the sponsorship project described above, if the conference adopts Motion 3.

### **Motion 4: To affirm the general direction of the proposed literature development plan as summarized below:**

- A. Implement the Publications Committee; this includes developing evaluation tools to identify fellowship needs for the creation and revision of recovery literature and to achieve consensus about priorities.**
- B. *Depending on the outcome on motions 1 and 2* (see above), prepare a detailed project plan to evaluate revisions and/or additions to the Basic Text and the Little White Booklet.**
- C. *Depending on the outcome on Motions 1, 2, and 3* (see above), begin evaluation of new sponsorship material and report to WSC 2002.**
- D. Develop a bulletin on the Internet and the Eleventh Tradition.**
- E. Develop a discussion paper re surveillance and the Little White Booklet.**
- F. Gather fellowship input on Future Discussion Issue #1, "Process of Reviewing Fellowship-Approved Literature for Revision" and give update to WSC 2002.**
- G. Gather fellowship input on Future Discussion Issue #2, "Recovery Literature Targeted for Specific Needs" and give update to WSC 2002.**
- H. Gather fellowship input on Future Discussion Issue #3, and develop a discussion paper about translations.**



**I. Prepare an updated five- to ten-year literature development plan for WSC 2002.**

*Intent:* The board is proposing this motion to affirm the general direction of the comprehensive literature development report that we have included in the CAR as mandated by the WSC-approved 1999 project plan. The intention of Motion 4 is to show explicitly a clear vehicle by which the conference exercises its authority over recovery literature development and shows the accountability of the board to the conference.

*Financial Impact:* We are unable to determine the financial impact of this motion at this time.

*Policy Affected:* This motion would not amend any WSC policies.

Again, if the conference adopts Motion 2 to evaluate the Basic Text with a timeline starting with adoption of a project plan at WSC 2002, the board will not offer Motion 3 and would eliminate bullet points C through I of Motion 4.

### APPROVAL PROCESS FOR SERVICE MATERIAL

At WSC '98, one of the projects approved by the conference was “to prepare for the 2000 *Conference Agenda Report* a detailed proposal for the creation and approval of service material.” The project plan noted that, with the changes to *A Temporary Working Guide to Our World Service Structure* when the world service structure changed, a process for approval of service material no longer exists. Also, the boards and committees involved in the old processes no longer exist, and a process based on our new structure is now needed to address the changing needs of a worldwide fellowship.

Originally, the scope of the project was to include the development of service material along with the approval process, and to consider the possibility of including a process for the development and approval of historical material. A fair amount of time was spent attempting to work out a process for the development of service materials. We realized this was not needed because all projects will go through the already-established Process for New Projects, included within the Guidelines for the Unified Budget, and any development process will be included in the project plan submitted for those items. Because of this, the scope for this project was changed midstream to be just a process for the approval of service materials. Our discussions about historical material focused on the “development and approval” controversy surrounding *Miracles Happen*, and we also recognized that history-related projects would always be project-specific under our new process. A project plan containing details of development and approval will be presented to the World Service Conference before any work begins. Conference participants will then approve or modify it as appropriate. The process used for any history-related project will always be approved by the World Service Conference in advance.

The *Fellowship Development Plan* says in Goal Two: “Increase and improve world services’ available Fellowship Development Tools—such as service handbooks, bulletins, manuals, and training materials—that address recovery-and-service-related questions and concerns.” A process that will help to achieve this goal must take into consideration the changes planned for the World Service Conference, e.g., the two-year conference cycle and the progression to a conference meeting that is more issue-oriented.

Beginning in 2000, the World Service Conference will meet every other year rather than every year. With a process loosely modeled on previous approaches and tailored to our new structure, if a project plan is developed for a given piece of service material during one conference cycle, and it is then presented at the upcoming conference for prioritization, then is produced and put up for approval at the *following* conference, the process could take years. This will be appropriate for many projects and could serve some of the fellowship’s needs, but it is evident that a process with more diverse capability is needed to serve more of NA’s needs. Therefore, we are proposing mechanisms that the conference can use to instruct us to move more quickly when that is appropriate.

Another factor influencing this proposal is that the World Service Conference is moving toward a “consensus-based” and “issues-oriented” conference meeting. While this change is not fully realized yet, the need is evident for a *Conference Agenda Report (CAR)* that contains issues highly relevant to members and groups. The fellowship will be best served if only service material that is directly related to the group and member is in the *CAR*. If this proposal is adopted, material intended for service committees and boards will not go in the *CAR* but will be distributed to conference participants. Then regional delegates have the option to workshop the material in committees, in workshops, or in assemblies, or to prepare themselves for voting

on it in whatever way is appropriate in their region. This frees up our members and groups to devote their attention to holding meetings and carrying the message of recovery, without having to ratify every decision made on their behalf at every level of service.

We believe the following motion will establish a process that allows for service material to be approved in ways that are responsive to the fellowship, timely, and efficient, and have built-in accountability.

**Motion 5: To approve the following process for the approval of service material to be included in *A Temporary Working Guide to Our World Service Structure* (2000 edition):**

### **Approval Process for Service Material**

**Material produced by Narcotics Anonymous World Services that is intended to assist members, groups, service boards, or committees of NA in performing NA service will be categorized as follows for purposes of approval:**

- A. Fellowship-approved materials are those items approved by the World Service Conference that are intended primarily for use by groups and members. This type of service material will be distributed to conference participants in the *Conference Agenda Report*, to be considered at the World Service Conference meeting during an old business session.**
- B. Conference-approved materials are those items approved by the World Service Conference that are intended primarily for use by service boards or committees. This type of material will be sent to conference participants at least ninety days prior to the World Service Conference meeting, to be considered during a new business session.**
- C. Service material to be conference-approved can be released for distribution to the fellowship prior to approval by the conference if conditions 1 and 2, along with either 3 or 4, below are satisfied:**
  - 1. The item is clearly distinguished as “Pending Conference-Approval” and identified with a unique header and color; and**
  - 2. Work is completed and the draft item is approved by the World Board; and**
  - 3. The service material is authorized for such early release by conference participants when the project plan for that item is approved; or**
  - 4. The service material is identified by the World Board as resource material to be a relevant insert or update for an existing service material item, and meets a need expressed by the fellowship. This type of service material could also possibly stand on its own if later approved by the conference.**
- D. Once approved, early-release items will be repackaged accordingly. If not approved by the World Service Conference, distribution will cease.**
- E. Board-approved materials are those items that the World Board is authorized to approve and publish. This category includes articles/bulletins concerning service work, NA-related philosophical issues, NA’s Twelve Traditions, and NA’s Twelve Concepts for Service. Papers for presentation at professional events, when they are published for broad distribution to the fellowship or**

**the general public, are included in this category. A two-thirds majority of the board is required to publish any type of board-approved service material.**

*Intent:* To establish a World Service Conference process for approval of service material.

*Financial Impact:* There is no direct financial impact as a result of this motion.

*Policy Affected:* This motion would amend the following WSC policies:

***A Temporary Working Guide to Our World Service Structure (1999 edition)***

The following Significant Action would be deleted:

Page 20, "Date Carried 4/30/87, That unless the World Board can agree by at least a two-thirds majority, articles be brought to WSC before publication."

**TWO-YEAR CONFERENCE CYCLE**

The following series of motions present our recommendations to the conference system that will allow us to begin the transition into a two-year cycle. We looked at the entire conference system, rather than simply trying to modify timelines to move from an annual to a biennial conference. Discussions at the World Service Meeting last September and the written input that we have received seem to support this direction. What follows are interdependent components that create a conference system, focus on communication, and attempt to help the conference become more effective at achieving its own mission statement, which states:

**World Service Conference Mission Statement<sup>1</sup>**

The World Service Conference brings all elements of NA world services together to further the common welfare of NA. The WSC's mission is to unify NA worldwide by providing an event at which:

- Participants propose and gain fellowship consensus on initiatives that further the NA world services vision;
- The fellowship, through an exchange of experience, strength, and hope, collectively expresses itself on matters affecting Narcotics Anonymous as a whole;
- NA groups have a mechanism to guide and direct the activities of NA world services;
- Participants ensure that the various elements of NA world services are ultimately responsible to the groups they serve;
- Participants are inspired with the joy of selfless service, and the knowledge that our efforts make a difference.

We offer the following as separate motions only because we believe that it will assist the fellowship in their consideration of the ideas. Since these ideas are interdependent, they are not easy to isolate as separate ideas in *A Temporary Working Guide to Our World Service Structure (TWGWSS)*. Because of this, we have included a copy of the 1999 TWGWSS that shows all areas that the motions for a two-year conference cycle affect. This is in place of listing all of the policies under each motion. We hope that this approach makes your consideration and review easier. We are offering an updated version of TWGWSS that incorporates all of the ideas presented by us this year. The final motion in this section is a housekeeping motion for the *Fellowship Intellectual Property Trust* to move to a biennial conference cycle. Additional background information is available in our September 1999 report and is available upon request from the WSO.

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<sup>1</sup>Adopted 28 May 1996, subject to review and/or revision through the *Conference Agenda Report*.

## Background

The conference adopted the following motion in 1998 (which has been the reason for our work):

**To implement a two-year conference cycle beginning at the end of WSC 2000. Prior to implementation, all changes to conference policy will be presented to the World Service Conference by the World Board.**

***Intent:* To change from an annual conference cycle to a two-year conference cycle beginning after WSC 2000.**

Our fellowship has experienced tremendous growth over the last fifteen years. This growth is definitely reflected at the World Service Conference. In 1984, the conference had 47 participants present, representing 34 regions, one being from outside of the United States. At WSC 1999 there were 110 participants, representing 93 regions, 27 of which were from outside of the United States. We truly have become a global NA community. With this growth has come many diverse and complex fellowship issues that affect NA as a whole. The following is offered to assist the conference in making the necessary changes to move into a two-year cycle and to more effectively serve the fellowship.

## The Conference Work Cycle

We looked at information that has been generated over the years on how to improve the conference, including the conference's own inventory. Much of the information centered around two themes: communication and how the event known as the conference actually functions. We believe that many of the problems with the conference week are actually a result of what occurs or does not occur between conferences.

Since its inception, the *Fellowship Development Plan (FDP)* has called for the establishment of a fellowshipwide interactive workshop system by 1999–2000 that is developed by world services and uses all available fellowship experience. This objective is called out in Goal 8 of the *FDP*: "To improve world services' written and face-to-face communication with the fellowship." The rationale for this goal states, "Communication is a factor in everything we do. It was identified as a critical issue throughout the inventory process but has not been directly addressed by the resolutions. In addition to improving our written communications, world services also needs to increase communication with the fellowship in face-to-face workshops hosted by local NA communities...."

Our vision is that these workshops will help world services to be more responsive to the fellowship we serve and create an opportunity for dialogue, training, and an exchange of experience, strength, and hope. We believe that they can become the hub that allows this new system to be effective and help delegates, World Board members, and WSO staff to become more effective in their world service roles.

Because the needs and circumstances are so different in different parts of the world, we are asking for the ability to experiment with these workshops during the next two years. We want to be able to create workshops that are planned by world services, zonal forums, regions, and delegates. We would like to be able to involve group, area, regional, zonal, and world-level experience in choosing workshop topics and participating in panel-type presentations. We would also hope to attract a broad range of experience—recovery and service experience—in the members who attend.

We would partner with members from the zones, regions, and/or delegates involved in order to identify the goals, objectives, and issues that are to be addressed at each workshop. If we are to create effective partnerships, the needs of each specific part of the world will need to be discussed together and plans developed accordingly. Some zones may be better served by having these workshops planned as a separate event, while some may prefer coordination with an existing event. The planning, participation, and implementation of these workshops will require all of us to work together to best address local fellowship needs. World services will provide overall coordination in planning these workshops, acting as the clearinghouse for communications, and may or may not be required to obtain the facility and coordinate the overall logistics.

We believe that all that we can responsibly plan is up to six workshops over the next conference cycle. Being experimental in nature, the specifics will vary depending on the conversations that occur with the local communities. We expect that these workshops will evolve over time and should be allowed the freedom to be worked out between world services and the local zones and delegates. At the same time, world services will continue to attend multi-regional and regional workshops, fellowship development activities, World Service Meetings, if they are called for, and zonal forum meetings.

The language that this motion asks you to consider for adoption describes the entire conference work cycle. This section has been written to better describe what occurs between conferences. The only new idea that this section contains is the worldwide workshops.

**Motion 6: To adopt the following section titled “The Work Cycle between Conferences” for inclusion in *A Temporary Working Guide to Our World Service Structure*.**

### **The Work Cycle between Conferences**

**The foundation of the conference work cycle is communication, in order to create an effective dialogue between world services components, including delegates, and the fellowship. Communications that encourage new ideas, open participation, and the opportunity for dialogue help to build consensus and promote unity. To be successful, information must move smoothly and openly, back and forth. The responsibility for good communication falls on everyone.**

**Communication in-between meetings of the conference prepares conference participants to act as fully informed conference members at the next meeting. It becomes as important, if not more so, than the time spent at each conference meeting. The cycle between conferences is when most of the work, approved at the previous conference meeting, is being accomplished by world services. Communication during the cycle takes three basic forms—reports, input into the process for new projects, and participation in the worldwide workshop system and other events.**

**The *Conference Report*, *NAWS News*, the *Conference Agenda Report*, the *NA World Services, Inc. Annual Report*, and the *Quarterly Financial Report*, are all periodic service publications published by world services. These are designed to provide information about ongoing activities of world services, updates on projects approved by the WSC, financial accountability, and upcoming issues and concerns of interest to conference participants and the fellowship. (The specifics of these publications are described at the end of this section. NA World Services also publishes numerous**

periodicals that are more fellowship-focused such as the *NA Way Magazine*, *Reaching Out*, and *Meeting by Mail*.)

What makes these publications successful is not only the information they convey, but also the feedback received from delegates and other members of the fellowship about the information. Ideas and suggestions, both positive and negative, are strongly encouraged and welcomed.

The World Board discusses, evaluates, and refines ideas suggested to it between conference meetings. The *Process for New Projects*, described later in this manual, depends on ideas from individuals, groups, service committees, and the World Board throughout the two-year cycle. The World Board considers all submitted ideas, proposals, and suggestions and reports its recommendations to conference participants as soon as possible. Many ideas that are received that fall under routine services or don't require conference action may be acted on without developing a conference project; others may require the board to submit a proposal to the WSC before proceeding.

Delegates should not delay submitting their ideas until the deadline for the *Conference Agenda Report*. This most likely will postpone full consideration of their idea as a project for at least two years.

In addition to the above-described written communication and process for projects, world services also plans and coordinates a worldwide workshop system in conjunction with delegates and zonal forums (up to six workshops between WSC 2000 and WSC 2002). These workshops will be rotated throughout the fellowship and are intended to help world services learn first-hand about fellowship issues and concerns and to create an opportunity for dialogue, service training and workshops, and exchanging experience with our principles. Members and trusted servants from all service levels are encouraged to participate. The actual agendas for the workshops will be developed with the delegates and zones involved to identify the goals, objectives, and issues to be addressed at each workshop.

World services also participates in other events around the fellowship during the two-year cycle. World Service Meetings are scheduled for conference participants as necessary to provide progress reports and invite input on current projects and activities. World service also attends a number of zonal forum meetings, *CAR* workshops, and other fellowship events.

(Note: WSC 2000: This description of the conference cycle outlines many new ideas. They should be implemented on a trial basis, and, if ineffective, they should be changed based on the experience over the next several years.)

*Intent:* To adopt the concept of the worldwide workshop system and to revise the description of the conference work cycle in TWGWSS to more accurately reflect what will occur in a two-year cycle.

*Financial Impact:* Specific projections for this motion are not possible to provide at this time. The board will make preliminary plans for the implementation of the worldwide workshop system by WSC 2000 but discussions with the local communities will have an impact on these plans.

*Policy Affected:* This motion would amend WSC policies as listed in Addendum B.



## **The Conference Agenda Report**

WSC 1999 adopted a motion stating: "That NA World Services publish the *Conference Agenda Report* a minimum of 180 days prior to the World Service Conference. Further, that translations as currently done to German, Spanish, French, Portuguese, and Swedish be completed prior to the release on that date. This policy to take effect in conjunction with the two-year conference cycle."

We are asking that the motion adopted at WSC '99 be replaced and are forwarding an alternative proposal for several reasons. The motion as written does not state what portions of the *Conference Agenda Report* would be translated. The standard has been to translate the front portion of the *CAR* only, excluding any appendices or addenda. For the 1999 *CAR*, we experimented with translating the issue discussion papers, which had never been done before. If we are to be held to the standard of translating the entire *CAR*, we would not always be able to accomplish it, regardless of the time allowed. Book-length pieces of recovery literature are included in the *CAR* as addenda. Local NA communities do most translations of recovery material, with only a few of the major language groups using a translator hired by world services. The editing and review are done in the local communities. Either way, it is a long and involved process that entails much more than just a literal word-for-word translation.

With all of the unknowns in this new cycle, we believe it is much more realistic to establish 150 days before the conference as the minimum for the release of the *CAR* in English, with translations being scheduled for release a minimum of 120 days prior to the conference. For translated versions, that represents doubling the time that the *CAR* is currently available for review and fellowship approval. We also recommend that only the front portion of the *CAR* be mandated by policy to be translated. This would allow the board to translate more than is mandated if it is possible. This will be dependent on the information contained in the rest of the *CAR* and the timing involved. This proposed timeline concurs with one of our primary goals of maximizing the time allotted for fellowship discussion of issues in a two-year conference cycle.

We also recommend that the languages not be made policy. The five languages specified in the motion are only the current languages that we are able to reliably translate. This may change in the near or distant future. Last year, the World Board created *NAWS News* and distributed it in five languages, in addition to translating more of the 1999 *CAR* than policy required, without any mandate to do so. We are asking that you grant us latitude in carrying out this function and would like to point out that very specific policies often serve to restrict our ability to respond to the requests that we receive. This will be even more of a challenge when the conference only meets every two years.

The new system, with a worldwide workshop system and the process for projects, allows for greater discussion of all the work of world services and the needs of the fellowship. The *CAR* should be much less a "surprise" than it currently is and contain work that is more of a culmination of a two-year discussion. This system is designed to change the way we currently utilize the *Conference Agenda Report*.

The motion as adopted at WSC 1999 would make a minimum of 270 days prior to the conference for the *CAR* deadline to allow for translations and the uncertainty involved with contracted translators. With the deadline for regional motions being a minimum of thirty days prior to the *CAR* deadline, this makes at least a 300-day deadline prior to the conference for regional access to the *CAR*. This timeline eliminates any time-sensitive information from being contained in the *CAR* from world services or regions, while we are moving to a two-year

conference cycle. Our suggestion is to not make both time frames so restrictive at the same time. Allow us to experiment with the first *Conference Agenda Report* for the two-year cycle with the timeline that we have outlined. If it is not adequate, it can be changed once the transition to the two-year cycle has begun.

**Motion 7: To adopt the following section titled “World Service Conference Publications” for inclusion in *A Temporary Working Guide to Our World Service Structure*.**

### **World Service Conference Publications**

NA World Services produces several different publications in an effort to provide frequent and regular written communications. While each of these publications has a specific distribution list, copies are always available to any member by contacting the World Service Office and often also on the website, [www.na.org](http://www.na.org).

#### ***NAWS News***

*NAWS News* is a short, easily translatable report that is published several times each year. It was created to allow the World Board to regularly report, particularly after its meetings. It is distributed to areas, regions, and conference participants in multiple languages.

#### ***NA World Services, Inc. Annual Report***

The *NA World Services, Inc. Annual Report* provides a summary of the activity of world services for the prior fiscal year and is released by the end of September. It is distributed to regions and conference participants.

#### ***Quarterly Report***

This report is distributed to conference participants and contains financial and travel information.

#### ***The Conference Report***

The *Conference Report* is a periodic publication of the World Service Conference that has evolved as a means of providing continuing information to conference participants about the activities of world services. These reports contain information on the status of major projects, suggestions for new work, and problems that have been encountered. Through the periodic publication of the *Conference Report*, the World Board may keep conference participants informed of the progress on items that may eventually be contained in the *Conference Agenda Report*. Regional delegates may also provide reports to be included, subject to editorial review by the World Board. The frequency of publication may change from year to year. The schedule for each year is provided to conference participants ahead of time. The report is distributed to all conference participants. Single and bulk subscriptions to the *Conference Report* may be purchased from the World Service Office by any NA member, group, service board, or committee.

#### ***The Conference Agenda Report***

The *Conference Agenda Report* is distributed a minimum of one hundred and fifty (150) days prior to the opening day of the conference, with translated versions released a minimum of one hundred and twenty (120) days prior. The amount of

material translated can vary, but minimally the front portion of the *CAR* (which contains the reports, proposals, and motions before the conference) is translated into the languages possible. The report contains the proposals and motions that the fellowship is being asked to consider and form a fellowshipwide group conscience on. One copy of the report is mailed to each voting participant of the conference, each RD alternate, and the mailing address of each region. NA members may purchase additional copies from the WSO. The price established for the report may vary depending on the cost of production. The *Conference Agenda Report* also includes an easy-to-read glossary of terms.

The *Conference Agenda Report* includes reports, proposals, and motions from the World Board and may include proposals or motions from regions. (Regional motions will be included in their own section and have the same number when presented on the conference floor.) Regional motions must be submitted two hundred and forty (240) days prior to the opening of the conference. All motions will include a written intent. Regions are allowed up to 150 words to describe the reasoning behind, and consequences of, their regional motions in the *Conference Agenda Report*. The World Board also includes a recommendation in order to provide the fellowship with as much information as possible when considering the idea.

Statements of the financial impact of each motion appearing in the *CAR* will be included from the World Board. Reports may include a summary of events leading to the presentation of the proposals that are included. Material presented to the fellowship for approval will be written in a form that lends itself to a yes/no vote and specifies the conceptual changes involved to affirm and support this process. Only material approved by the World Board is sent out to the fellowship in "approval-form."

The World Service Conference will place issue discussion topics into the *Conference Agenda Report* and the final two topics will be selected by the fellowship.

All motions submitted to be placed in the *Conference Agenda Report* that attempt to change, amend, or delete WSC policies shall include those policies, or sections of those policies, which each motion attempts to amend. Further, it shall be the responsibility of the maker of the motion to provide this information along with the motion.

*Intent:* To adopt a new time frame for the Conference Agenda Report and include in TWGWSS a brief description of all World Service Conference publications.

*Financial Impact:* There would be no change in the allocation of these activities, which are already included in the fixed operations budget each year.

*Policy Affected:* This motion would amend WSC policies as listed in Addendum B.

## **Zonal Forums**

Zonal forums and their role in the service structure is another issue that the conference and the fellowship have wrestled with for some time. We seem to have no truly new issues to address in this project, but seek to clarify our position regarding zonal forum participation at the conference.

At WSC 1992, after small group discussions on a Development Forum topic on networking, the conference adopted the following resolution as their statement regarding zonal

forums. That resolution states: “The World Service Conference affirms that zonal forums, as service-oriented sharing sessions that provide the means by which NA communities can communicate, cooperate, and grow with one another, are valuable components of NA. We support the continued work of the zonal forums that exist today worldwide and encourage any further efforts NA communities may take to support one another.” This was a first step to legitimize what was occurring in the fellowship, but was not described in any of our service material.

In 1997, the conference amended the 1992 resolution by adding the following language: “When requested by the conference, the designated representative of any zonal forum will be allowed to address the conference, make reports, and answer questions pertaining to specific information. Any zonal forum with a registered address with the WSO will receive the same WSC mailings as conference participants.” In 1998, the conference adopted a motion to allow zonal forum reports at WSC 1999 for the first time. The response to these reports was such that a motion was adopted at the 1999 conference that states: “To have a space on the agenda for zonal forum report sessions at all future WSCs.”

So where do zonal forums fit into our current service structure? Currently, the conference and zonal forums interact through reporting at the conference. Interaction also includes: zonal contacts in conference participant mailings; the use sometimes of zones as a clearinghouse for coordinating service efforts, such as professional events and fellowship development trips, world service attendance at zonal forum meetings; and by world service providing funding for some participants’ attendance at zonal forums. This interaction is in its infancy in many ways, and we acknowledge that we have much to learn in improving communication in both directions and in the development of partnerships between world services and zones.

We do not see the evolving and emerging role of zones and the role of world services as being in conflict or competition. We believe existing zonal forums will pay a key role in the new worldwide workshop system. Since the role and function of zones vary so greatly throughout the world, we are proposing that language be added to *TWGWSS* that reflects their role with world services. We did not attempt, nor did we believe it was our charge, to attempt to define the role of zonal forums with their local NA communities.

**Motion 8: To adopt the following description of zonal forums for inclusion in *A Temporary Working Guide to Our World Service Structure*. In addition, the chart of the “Narcotics Anonymous World Service System” in *TWGWSS* will be changed to reflect this relationship with the WSC.**

### **Zonal Forums**

**Zonal forums are service-oriented sharing sessions that provide the means by which NA communities can communicate, cooperate, and grow with one another. Although not a part of NA’s formal decision-making system, world services and zonal forums interact in many ways. Zonal forums are invited to provide reports on the floor of the World Service Conference and, when requested by the conference, may also answer specific questions or address the body. In order to improve communications, they are provided with conference participant mailings and are requested to send their minutes to world services. World services typically attends zonal forum meetings, and may provide funding for some participants’ attendance at zonal forums. Maintaining effective communication between the zonal forums and world services**

**is a high priority. In order to more effectively serve the fellowship, world services and zones should develop a partnership for the planning and conducting of the worldwide workshop system, and by assisting each other in the coordination of a variety of service efforts such as professional events and fellowship development activities.**

*Intent:* To include in TWGWSS a description of zonal forums that reflects their relationship to world services.

*Financial Impact:* There is no direct financial impact as a result of this motion.

*Policy Affected:* This motion would amend WSC policies as listed in Addendum B.

## **The World Service Conference**

What is the purpose of participation on the conference floor? The conference is intended to represent the voice of the fellowship and all of its diversity. We strive to have a spiritually based process rather than a democratic or political system. We say that we support the idea of downsizing the World Service Conference, but at the same time have been unwilling to create any criteria for being recognized as a conference participant. Straw polls at WSC 1999 indicated that approximately 80 percent of the conference supported some type of admissions panel and 65 to 70 percent supported the establishment of some criteria for conference recognition.

When the Regional Assistance Panel (RAP) was created in 1992, all of its ability to proceed with anything that might not result in recognizing a new region as a conference participant was removed. As a result, the Regional Assistance Panel has largely been limited to simply an information-gathering process, without the benefit to regions or world services that was originally intended. The RAP guidelines adopted by the conference never gave it the ability to consider the separation of local service needs as a reason to create a new region from recognizing the newly formed region as a conference participant. As a result, we continue to have an emotionally charged process for both the conference and the delegate requesting conference recognition for his or her region.

We believe that there must be criteria for conference recognition. Criteria would allow the conference to base its decision on established parameters which are clear to both the conference and to the delegate requesting conference recognition. If criteria are established by the conference, we also believe that it should provide the World Board with the ability to have discussions with those regions requesting conference recognition, in a productive manner before any request comes to the conference.

One of the realities for all of the various bodies that have tried to develop criteria for conference recognition is that the criteria end up being aimed at controlling the proliferation of United States regions. This may not be a popular issue to raise, but it is one that we feel must be discussed. With all of the currently seated US regions, is it really possible that the sense and voice of our US members are not already represented at the conference? If a local community chooses to split from an already seated region because of local service needs, is there any reason why they could not continue to attend existing assemblies or participate in existing processes of the seated region for the purpose of voting on the *CAR*? We do not think so.

While it may be true that establishing criteria will more immediately impact regions in the US, this will not always be the case, as our fellowship grows worldwide. Addressing the issue of criteria will always be uncomfortable for us because it will always seem to immediately

impact some NA community more than another. As we focus on our vision and mission, we will keep being confronted with this issue until we address it.

If the conference is to represent a worldwide fellowship, become more discussion-oriented, and at the same time strive for consensus building in our decision making, the growth of the conference has to be slowed. With over 850 area committees around the world, the conference will never be able to handle regional representation from regions created to address or improve every local service need that arises. Local service structures should always have the ability to take whatever steps they deem necessary to meet the needs of their NA communities. However, addressing local needs should not result in actions that arbitrarily alter the size and the ability to function at the WSC.

The local service need for division of an already seated region may exist—but to translate that to conference participation does not seem to make sense, unless the region is truly isolated in some way. We must acknowledge that local service delivery needs may arise that necessitate dividing existing regions. However, these local service needs must also be separated from the issue of recognition as a conference participant. Our concepts state that NA creates a service structure which develops, coordinates, and maintains services on behalf of NA as a whole. In order to do this, the conference must represent the voice of NA as a whole and remain at a size that can function effectively. The conference has stated that it supports the idea of downsizing without a clear idea of what that might mean in the future. What we are proposing is that we must minimally control the unrestrained growth of the conference population. To accomplish this responsibility to NA as a whole, we must separate local service issues from conference participation and fulfill our global mission to NA as a growing, worldwide fellowship.

Conference participation must seek to reflect the voice and diversity of a worldwide fellowship. In the United States, regions are within driving distance of each other and the members speak the same language. While it may seem like we are focusing on the US regions, we would say the same thing as it relates to any part of the world where similar circumstances exist. For many other countries around the world, geographic isolation and/or language typically make it impossible for these NA communities to have their voice represented at the conference in any way other than conference participation.

We believe that this issue will continue to challenge the conference's ability both to handle requests for conference recognition and to deal with its own size and purpose until we resolve it. The continued growth of conference participants will complicate, and possibly even undermine, our efforts at becoming more focused on discussion and consensus. Consensus and issues discussions are processes that require extended and/or small group interactions that cannot be successful in overpopulated conference sessions.

**Motion 9: To approve the following section, "Criteria for Recognition of New Conference Participants," as conference policy for inclusion in *TWGWSS*.**

### **Criteria for Recognition of New Conference Participants**

- 1. A new region is eligible to apply for recognition as a conference participant after having functioned as a service body for at least three years. For regions forming out of an already existing region, the newly formed region has to have functioned as a separate body for at least three years.**

2. New regions should conform to established geographic boundaries, equivalent to state, territorial, provincial, or national boundaries, unless there are certain conditions to the contrary. A region forming out of an already existing region may be seated at the conference by demonstrating that it meets the specific conditions that necessitate separation. From time to time, local service delivery needs arise in existing regions that result in the establishment of multiple regions. These circumstances should be reserved for situations caused as a result of large NA populations, great geographic distances, or such diversity of language or custom so as to impede effective, direct communication between the service committee and the fellowship.
3. A region that meets these criteria may then initiate its request to be recognized as a conference participant by submitting a letter of intent to the World Board not less than one year before a World Service Conference.
4. Upon receiving notification from the region, the World Board will request that the region provide information on the current and past history of the service delivery within the region. The board will inform the region of the type of information that should be submitted.
5. If the region is forming out of an already existing region, the new region should also provide information as to the nature of the extraordinary circumstances that precipitated the formation of the new region, and summarize the consideration and decision-making processes used to create the new region. This statement should also address what special circumstances exist that would preclude the new region from continuing to have its voice heard at the conference by simply participating in some form of shared services (regional assemblies, workshops, or any form of participation in collecting group conscience) with the old region.
6. All regions will also be asked to answer questions such as:
  - ♦ Why do you want to become a conference participant?
  - ♦ Do you believe that the voice of your NA community is not currently being heard at the WSC? If so, why?
  - ♦ Do you believe your community has enough NA service and recovery experience to be a positive contributor to the global decision-making process for the fellowship? If so, explain how.
  - ♦ Will participation at the conference affect your local NA community? If so, how?
  - ♦ Do you believe that your region adds a voice or a value to the conference that does not exist in the current conference body?
7. The World Board reviews the information provided using a group of conference participants—World Board members and regional delegates—as a workgroup, who are involved throughout this process, while working directly with the region to obtain any further information. Interactions between the board, its workgroup, and the region may continue until the board is satisfied that it has collected all the information needed. The board, with the assistance of the workgroup involved, will produce a final report with recommendations for the upcoming conference. The requesting region will see the report before it is distributed to conference participants and may include any additional information it believes is relevant for the conference to consider. A report of the information will then be

distributed to conference participants prior to the WSC. Due to the complex nature of regional development, each application is considered on a case-by-case basis, rather than through some arbitrary criteria that establish minimum sizes and structure of regions in order to address local service issues.

8. Upon the presentation of information to the WSC, the conference will consider the request. Formal recognition as a conference participant requires a two-thirds vote of approval by the conference. There is no need for the region to be present at the conference at which their request is being considered, and funding for attendance will not be provided.
9. The addition of the new region will take effect upon the close of the World Service Conference at which its application is approved. Upon approval, the newly recognized region's delegate is automatically funded to the next WSC.

*Intent:* To adopt a policy that establishes criteria for world services to consider a request for conference recognition and seating.

*Financial Impact:* We are unable to determine the financial impact of this motion at this time.

*Policy Affected:* This motion would amend WSC policies as listed in Addendum B.

### **Funding to Attend the WSC**

We believe that some sort of funding plan seems to be the most logical way for us to take collective responsibility for attendance at the conference. We will always need to provide some level of financial assistance for an event that is held in the United States due to the costs of international travel and the available financial resources for many of those regions that end up burdened with the highest costs. We are certainly not looking for ways for regions or world services to spend more money, but if we want to try to equalize access to the conference, and if participation by a worldwide fellowship is a top priority, then investing in and standardizing this priority makes sense. We believe the ideal situation would be if some funding mechanism could be implemented that would guarantee the attendance of every recognized conference participant.

In order to effectively have the discussion about funding assistance, we would like to discuss the original intent of providing assistance. The Development Forum was created because of a belief that the conference was beginning to make decisions that affected a worldwide fellowship without worldwide participation in the decision-making process. There are many regions around the world that would effectively be eliminated from attendance at the WSC if it meant funding travel to an event held only in the United States. The decision to hold the conference in the United States has occurred due to the majority of delegates coming from the United States and the cost of moving staff and equipment.

We believe in our original premise—that it is the responsibility of the conference to assure access to the conference, while acknowledging that there will always be regions requiring assistance. Conference participants at the World Service Conference are all delegates and World Board members. Currently, we fund members of the World Board and the Human Resource Panel, the WSC co-facilitators, and approximately twenty delegates.

We propose that world services fund each regional delegate to attend the conference every two years. Our recommendation is contingent on adopting criteria for recognition of new conference participants. Once a region is recognized as a conference participant, its delegate



would automatically be funded to attend the conference. This proposal, with current costs and number of regions, would cost us approximately \$140,000 per conference, or \$70,000 per year. This recommendation guarantees that all regions will have one delegate representing them at every conference. The result of this recommendation is that every conference participant—World Board members and delegates—would be funded to attend the single event where decisions are made on behalf of NA as a whole.

The primary objection that we have heard is fear of funds being withheld. We recognize that many regions may not take the funds they currently spend on delegate attendance to the WSC and forward them to world services. We do not believe that fear of what might happen should keep us from deciding what we believe is best for the conference. If participation at the WSC is a top priority, then the fellowship will respond and take responsibility for this decision. The fellowship has continued to respond to the needs of world services by increasing donations each conference year.

Alternates would continue to be funded by their respective regions. We understand that this means that some regions will be able to fund the participation of an alternate, while other regions will not have the available funds. We recognize that this recommendation does not totally resolve the disparity in representation, since some regions will continue to attend the WSC without the benefit of the alternate regional delegate participation enjoyed by certain regions. Funding attendance to the conference for delegates and alternates does not seem prudent at this time.

As we discussed with delegates at the World Service Meeting, we do not believe that it is practical for the conference to adopt full funding if it has no criteria for recognition of new conference participants. The following motion will only be offered if the criteria for recognition motion is adopted.

**Motion 10: To approve the following as conference policy: “The World Service Conference funds the attendance of delegates from each seated region to the meeting of the WSC held every two years. This funding includes travel, lodging, and meal expenses only. This policy would cover all previously seated regions that have attended one of the past three conferences.”**

*Intent:* To establish attendance at the WSC meeting as a top priority by providing funding for regional delegates’ attendance at the meeting.

*Financial Impact:* We estimate the cost as \$150,000 every conference cycle which is \$75,000 per year.

*Policy Affected:* This motion would add this new WSC policy to A Temporary Working Guide to Our World Service Structure.

## Conference Seating

As we have previously reported, the following motion is being offered to allow for consistency of seating on the conference floor. This would allow for better planning and control of the size of the conference meeting. This is also necessary for logistical reasons because of the limited physical space in currently available hotel facilities that can accommodate the WSC meetings comfortably."

**Motion 11: To limit seating on the conference floor to one delegate and one alternate per region.**

*Intent:* To establish a policy for how many members per region will be seated on the conference floor.

*Financial Impact:* There may be minimal savings but we expect no significant financial impact as a result of this motion.

*Policy Affected:* This motion would add this new WSC policy to A Temporary Working Guide to Our World Service Structure.

### **The World Service Conference**

The current description of the conference meeting in *TWGWSS* is outdated and no longer reflects what actually occurs during the week. The description that we are offering reflects current practice as well as some of the information that we have heard from delegates that they would like to see occur at the conference. We expect that this section will evolve as the conference adapts to the realities of a two-year cycle.

**Motion 12: To adopt the following section, titled “The World Service Conference,” for inclusion in *A Temporary Working Guide to Our World Service Structure*.**

### **The World Service Conference**

**“Our common welfare should come first; personal recovery depends on NA unity.”** Nowhere in our service structure is this tradition more evident than at the meeting of the World Service Conference. Guided by our Twelve Traditions and Concepts, it is the one point in our structure where the voice of NA as a whole is brought to view and expressed on issues and concerns affecting our worldwide fellowship. The World Service Conference is not just a collection of regions; its concerns are greater than just the sum of its parts. The conference is a vehicle for fellowship communication and unity, a forum where our common welfare is itself the business of the meeting.

Conference deliberations serve the needs of a diverse membership of different languages and cultures and address the challenge of how to provide effective services to NA groups around the world. The conference works for the good of all NA, taking into account both present and future needs.

Narcotics Anonymous is a life-saving program. Our founders envisioned a worldwide fellowship of addicts when there was only one group and one meeting in the world. Our founders established a world service structure to help to carry the message to addicts everywhere, at a time when Narcotics Anonymous existed in only one country unified by a single language and culture. With an unshakable faith and belief in Narcotics Anonymous, born out of personal experiences of recovery, the creation of the World Service Conference followed in 1976. Those members—dreaming of a better day for addicts everywhere—embarked on a mission to bring together those few NA groups which existed at that time into a unified fellowship. Knowing from personal experience that the old lie, “once an addict, always an addict,” was dead, that *we do recover*, our predecessors labored to ensure the continuation and growth of NA everywhere.

That vision continues. In each biennial meeting of the World Service Conference, our fellowship comes together in one place at one time to share experience, strength, and hope with each other. The purpose remains to solve common problems among those already here and fortunate enough to have discovered this new way of life, and—more importantly—to redouble our efforts to carry the NA message to the addict who still suffers.

### **The Meeting of the World Service Conference**

The World Service Conference meeting is held every two years. It typically takes place the last week in April within seventy-five miles of the World Service Office. Regional delegates, together with members of the World Board and the executive director(s) of the World Service Office, meet to discuss questions of significance to the Fellowship of Narcotics Anonymous as a whole. In addition, the conference meeting includes members of the Human Resource Panel and the two WSC co-facilitators. All are fully funded to attend the week-long meeting.

For the purposes of decision making, conference participants are defined as regional delegates and World Board members. Regional delegates vote and make motions in all business sessions at the conference. World Board members vote only in election and new business sessions, but may make motions in all sessions. The executive director(s) of the World Service Office do not have a vote or the ability to make motions at the conference meeting.

The key to the effectiveness of each conference meeting depends on the preparation of all conference participants. The amount of information that must be read and understood is quite daunting as the meeting is the culmination of a two-year process that begins at the prior conference. Months in advance the *Conference Agenda Report* is published and distributed, containing issues and proposals to be considered at the meeting. Other essential information is also provided in advance. It is the responsibility of all conference participants to arrive at the World Service Conference familiar with the provided information.

The conference week begins with an orientation. One purpose of this orientation is to familiarize participants with the goals and objectives of each session scheduled for the week and the procedures utilized by the conference. This session is purposely informal to allow participants to become comfortable with what to expect throughout the upcoming week and to identify resources available to assist them. The second purpose of this session is to help establish a sense of community among the members gathered from around the worldwide fellowship.

The opening session begins with the adoption of procedures and the minutes from the previous meeting. Regions newly seated at the prior conference are welcomed and afforded the opportunity to address the meeting about their activities and growth. Brief reports are then heard from the different entities of world services, providing information to assist participants in their discussions during the week.

Much of the time spent at the conference is focused on building consensus on important agenda issues from the fellowship and world services. Consensus-building requires hearing all points of view, mutual respect, and finding the common ground that every participant can support, even when the eventual decision is not exactly as every participant may desire. Adequate discussion takes time and may

occur in the conference meeting as a whole, in panels, or in small groups. Regardless of how these discussions occur, they require commitment from each participant to focus on the issues at hand. Only after adequate discussion and consensus-building has occurred, does the conference enter a business session in order to formalize its decisions.

The old business session of the meeting is to consider the issues and proposals contained in the *Conference Agenda Report*. Each item is first reviewed by the conference to assess how much, if any, discussion needs to take place before the body is prepared to make a decision. If it appears that there is not a need for much discussion, only brief discussion will take place in the conference as a whole. If the conference needs more discussion prior to making a decision, then these discussions may take place by dividing the conference into smaller groups. When the discussions are finished, the conference is brought back together as a whole.

Although the actual agenda may vary from conference to conference, there are certain sessions that occur at every conference. Presentation and discussion sessions about fellowship issues and new project ideas precede the new business session. In this section of the week, the conference approves the budget for the next two years, provides ideas and direction to world services, approves service material that was not contained in the *CAR*, and considers the seating of new regions. Elections, zonal forum reports, and World Board meetings are also scheduled during the week.

During all business sessions, the World Service Conference utilizes an adapted form of *Robert's Rules of Order*. These rules are provided to conference participants prior to the WSC and may also be obtained by contacting the WSO.

The closing day of the conference is an opportunity for the conference to review its decisions of the week and their impact over the upcoming conference cycle. This session allows the conference participants to leave with a common understanding of the work ahead, the challenges of the next two years, and what may be expected at the next WSC meeting.

(Note: WSC 2000: This description of the conference meeting outlines many new ideas. They should be implemented on a trial basis and if ineffective they should be changed based on the experience over the next several years.)

*Intent:* To provide a more accurate description in TWGWSS of what occurs during the conference week.

*Financial Impact:* Expense for approximately 30 hours of staff time for pre-production work.

*Policy Affected:* This motion would amend WSC policies as listed in Addendum B.

### ***A Temporary Working Guide to Our World Service Structure***

As stated previously, we offer a revised version of *A Temporary Working Guide to Our World Service Structure*, contained in Addendum C for your consideration. It incorporates the ideas proposed in our previous motions, lays out the information in a way that we believe is easier to use, and includes a diagram and description of all elements of the service structure. We have included the description and diagram from *A Guide to Local Services in Narcotics Anonymous*, since this is something that the conference has previously adopted. We believe that

it would be helpful, particularly for new delegates and NA communities, to have this basic description of our service structure precede the description of world services in *TWGWSS*.

In our efforts to write new language for our previous motions, we often had to refer to multiple places that referred to one activity in *TWGWSS*. This is essentially a housekeeping motion covering our minor editorial changes, the changed language from Motions 6-12, and the addition of the already-approved language from the *Guide to Local Services*. We believe that this approach can help to make *TWGWSS* and conference policy easier to understand.

**Motion 13: To adopt the revised version of *A Temporary Working Guide to Our World Service Structure* contained in Addendum C.**

*Intent:* To provide an easy-to-understand revised version of *TWGWSS* that contains all the changes brought about by the approval of the two-year conference cycle motions and a description of the service units in Narcotics Anonymous from *A Guide to Local Services* in Narcotics Anonymous.

*Financial Impact:* There is no direct financial impact as a result of this motion.

*Policy Affected:* This would replace the existing version of *TWGWSS*.

**Motion 14: To make housekeeping changes to the Operational Rules of the *Fellowship Intellectual Property Trust* that reflect a two-year conference cycle and the Unified Budget process already adopted.**

*Intent:* To accurately reflect in the Fellowship Intellectual Property Trust the impact of the motions already adopted by the WSC.

*Financial Impact:* There is no direct financial impact as a result of this motion.

*Policy Affected:* Fellowship Intellectual Property Trust – Operational Rules

**Article III: Rights and Responsibilities of the Trustor;**

**Section 2: WSC boards and committees (page 15)**

The conference regulates its ad hoc committees through motions passed at its ~~annual~~ meeting, recorded in its minutes.

**Section 3: Addition, revision, or deletion of properties from the Trust by the Trustor (page 15)**

1. Proposals must be distributed to the NA groups via their regional delegates no less than ~~ninety~~ one hundred fifty days prior to the ~~annual~~ meeting of the World Service Conference at which the proposals will be considered.

**Article IV: Rights and Responsibilities of the Trustee**

**Section 8: Trustee obligation for notice and approval (page 18)**

The Trustee must notify the Trustor at least ninety days prior to any given ~~annual~~ World Service Conference meeting of the Trustee's intent to publish or otherwise manufacture a product based on an alteration of any Trust Property. The Trustee may not publish or manufacture such a product prior to receiving the Trustor's approval at that ~~annual~~ meeting. For such a proposal to be approved, two-thirds of the regional delegates recorded as present in the WSC roll call immediately prior to the vote must vote "yes" to the proposal.

**Section 12: Trustee reporting obligation (page 20)**

Each year, the Trustee shall give a full written report of its activities to the Trustor. This report shall be delivered to all participants of the World Service Conference ~~at or before its annual meeting~~ at least 90 days after the close of the fiscal year, and shall be available at cost or less to any Narcotics Anonymous member. This report shall include:

1. A year-end financial report of the previous ~~calendar~~ fiscal year.
2. A description of all Trustee activities funded from proceeds generated by the Trust in the previous fiscal year.
3. A budget and project description for Trustee activities planned for the coming fiscal year.

An audit of the Trust for the previous fiscal year will be provided, upon completion, to all participants of the World Service Conference as Trustor. This audit shall be performed by a certified public accountant. Additionally, the Trustor may elect to instruct the Trustee to perform a review of operational practices and policies, above and beyond the review of internal controls and procedures which is conducted annually.

## **Article VI: Revocation and reassignment of the Trustee's rights and responsibilities**

### **Section 1: Consideration of revocation**

The Trustee's rights and responsibilities may be revoked and reassigned to another party by the Trustor, provided the following conditions are met:

1. A written petition to revoke the rights and responsibilities of the Trustee must be submitted to the World Service Conference. To be considered, the petition must meet one of the following conditions:  
*Either* the petition must be signed by a third of the regional service committees recognized as voting participants in the most recent ~~annual~~ meeting of the World Service Conference,  
*Or* the petition must be signed by the World Board, the motion to submit such a petition having been approved by no less than two-thirds of the members of the World Board.
2. In order to be considered at any given ~~annual~~ meeting of the World Service Conference, such a petition must be received between June 1 and December 31 of the previous year, allowing time for the petition to be distributed to Conference participants.
3. If the above criteria are met, the petition will be placed on the agenda of the next ~~annual~~ meeting of the World Service Conference. Statements of the petitioners will be published with the petition itself in the *Conference Agenda Report*.

### **Readers' notes: page 41**

It sounds like the Basic Text and other pieces of NA literature may be revised with only ~~ninety~~ one hundred fifty days notice. Is this true?

<b>ISSUE DISCUSSIONS</b>
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At WSC '98, Motion 91, "That selection by the groups of issue-discussion topics in the *Conference Agenda Report* become an ongoing procedure of the World Service Conference", passed. So, in all future editions of the *Conference Agenda Report* the following motion will appear. This motion is the policy of the conference, and any conference participant may rise to the microphone and present it for the conference to consider. Various conference participants presented each of these topics since WSC 1999.

**Motion 15: To select two issue-discussion topics from the following list for discussion at the 2002 World Service Conference:**

- A. What is the legal liability placed on ASRs (RCMs) at the regional service committee and/or the GSRs at the area level AND how can we protect ourselves legally?
- B. As long as there is no endorsement by the group, what is our experience when individual members share their spiritual beliefs at recovery meetings?
- C. How would recovery literature focused at specific audiences be useful to our members and newcomers and still foster unity?
- D. How can we continue to provide services to our fellowship and at the same time decrease our reliance on funds from events and conventions?
- E. What do we mean by "trust" and "service" in the phrase "trusted servant?"
- F. How do we, or how could we, adequately address the range of local service needs within a worldwide fellowship?
- G. How do we educate and inform our members about the availability of electronic media: its use, parameters and ethical principles associated with use?
- H. How can we create a bridge that builds and maintains a connection to service for home group members?

*Intent:* To allow the fellowship to choose the issue discussion topics for the 2000–2002 conference cycle.

*Financial Impact:* There is no direct financial impact as a result of this motion.

*Policy Affected:* This motion would not amend any WSC policies.

<b>HUMAN RESOURCE PANEL</b>
-----------------------------

When the HRP and the World Pool were created at WSC 1998, we had basic structures and high-level guidelines to describe how the HRP could accomplish our assigned tasks. Both the Resolution Group and the Transition Group provided some background in their reports describing in more practical terms the way that the HRP should function. Wisely, neither group provided detailed guidelines. Instead, they suggested that the HRP should write its own guidelines through a process of “learning by doing” and documenting the process along the way. That is what we have done.

In 1998–1999, the HRP created a process for elections by nominating qualified candidates from the World Pool for WSC co-facilitator. This year we refined the process as we are nominating candidates for World Board member as well. We have documented our education in our internal guidelines and in the following motion. It contains the experience, strength, and hope of what we have learned over the last two years. We describe the values that we used to nominate candidates. We also describe the practical guidelines that are required to administer the World Pool.

In 1998 the WSC left the guidelines for general eligibility and implementation of the World Pool blank, and assigned the HRP the responsibility of completing them for presentation to the 2000 WSC. The following motion fulfills that responsibility.

**Motion 16: To add to *A Temporary Working Guide to Our World Service Structure* (1999 edition) on page 15, under EXTERNAL GUIDELINES FOR THE WORLD POOL AND HUMAN RESOURCE PANEL, section “Guidelines for General Eligibility and Implementation,” the following language:**

### **Guidelines for General Eligibility and Implementation**

- I. World Pool Eligibility Requirements**
  - A. World Pool members must have a minimum of five years clean.**
- II. Criteria for selection of nominees: HRP members will note the requirements and needs for the elected position, and then evaluate the individuals being considered. Discussion will be based only on the information gathered and not on personal experience with the individual. The following circumstances and qualities will be considered in the discussion:**
  - A. The need for balance between rotation (new people and fresh experience) and continuity (service experience) in NA World Service efforts.**
  - B. Recovery experience.**
  - C. Service interests.**
  - D. Skills and talents applicable to the task/position.**
  - E. Maturity level, character, integrity, stability.**
  - F. History of commitment.**
  - G. Geographical diversity will be an important factor only if all other considerations are equal.**
- III. Administrative Policy for the World Pool**
  - A. The HRP administers the World Pool.**



- B. All information in the World Pool is kept in strictest confidence.**
- C. Increasing the membership of the World Pool is a high priority.**
- D. In order to maintain accurate information, each member of the World Pool whose information is three years old will be sent a request to renew their interest and update their resume.**
- E. Any World Pool member who does not respond to the renewal request within 60 days will be deemed inactive.**
- F. The HRP is responsible for creating and maintaining the World Pool resume.**
- G. The HRP provides a current list of all pool members and current region of residence to the World Board on a quarterly basis.**

*Intent:* To complete the Human Resource Panel External Guidelines section in *A Temporary Working Guide to Our World Service Structure*.

*Financial Impact:* Minimal staff expense for re-typesetting the TWGWSS.

*Policy Affected:* This motion would amend the following WSC policies:

***A Temporary Working Guide to Our World Service Structure (1999 edition)***

*The following language in brackets would be replaced:*

Page 15, Guidelines for General Eligibility and Implementation

[Additional eligibility requirements for the World Pool, criteria for selection of nominees, and administrative policy for the World Pool will be developed by the Human Resource Panel for presentation to the 2000 World Service Conference.]

In 1998, Motion 59 amended *TWGWSS*, taking the nomination of HRP members from the Human Resource Panel, and instead only allowing conference participants to nominate candidates for election to the HRP. Clearly, the will of the conference was to remove nominations to the HRP from the panel itself since there appeared to be an implicit conflict of interest with the possibility that HRP members might have to nominate themselves.

We have discussed this issue at length, and we believe it is wrong for the conference to lay groundwork for a process with integrity, then not require nominees to the HRP to go through that process. The HRP has the responsibility for interviewing and checking references on nominees for other positions. It is only right for nominees to the HRP to go through the same process.

We discussed an option at the 1999 conference to alleviate this dilemma. Our suggestion is to pass a motion to increase the term to two conference cycles and to not allow HRP members to run for a second term. We believe, in addition, that by staggering the terms so that two members roll off every conference cycle, the necessary continuity will be provided. Our proposed Internal Guidelines do not allow the HRP to nominate current HRP members to any other position. We will ask the conference to elect four members to the HRP at the WSC 2000 meeting. The HRP members themselves would then choose length of terms internally, so that two members serve one conference cycle and two members serve for two conference cycles. This effectively removes the conflict of interest, creates staggered terms to accomplish the desired rotation and continuity, and allows HRP nominees to go through the same process as nominees for the other world service elected positions.

Motion 17 returns HRP nominations to the Human Resource Panel, and Motion 18 changes the term as described above.

**Motion 17: To add to the duties of the Human Resource Panel the ability to provide the World Service Conference with a list of individuals best qualified for election to the position of the Human Resource Panel. This would be accomplished by amending *A Temporary Working Guide to Our World Service Structure* (1999 edition) as follows:**

**Page 15, Purpose of the World Pool, by adding, “the Human Resource Panel” to the first sentence after “the WSC co-facilitator positions.”**

**Page 16, Duties of the HRP, #6, by adding “and the Human Resource Panel” to the first sentence after “the WSC Co-Facilitator positions.”**

**Page 17, Nominations, by adding “and the Human Resource Panel” to the second paragraph, first sentence after “Conference co-facilitator.”**

**Page 17, Nominations, by deleting the last sentence of the second paragraph, “Nominations for the Human Resource Panel will come from conference participants.”**

*Intent:* To provide the opportunity for all world service trusted servants to experience the same nomination process.

*Financial Impact:* Minimal staff expense for re-typesetting the TWGWSS.

*Policy Affected:* This motion would amend the following WSC policies:

***A Temporary Working Guide to Our World Service Structure* (1999 edition):**

*The following sections would be revised:*

Page 15, Purpose of the World Pool: The purpose of the World Pool is to constitute a pool of trusted servants willing and qualified to serve on the World Board, the WSC co-facilitator and the World Board’s committee projects.

Page 16, Duties of the HRP, #6: Providing the World Service Conference with a list of individual nominees best qualified for election to the World Board and the WSC co-facilitator positions.

Page 17, Nominations, second paragraph: The Human Resource Panel will make nominations to the World Service Conference for election to the positions of World Board member, and conference co-facilitator. Nominations may also be made for each of these positions by conference participants, but it is recommended that all prospective candidates go through the World Pool/Human Resources process. Nominations for the Human Resource Panel will come from conference participants.

**Motion 18: To amend the term of office for the Human Resource Panel to two (2) conference cycles. This change in term of office will begin with the HRP members elected at WSC 2000. This would be accomplished by amending *A Temporary Working Guide to Our World Service Structure* (1999 edition) as follows:**

**Page 17, Term, by deleting the first and second sentences and replacing them with the following: “The term of office for the Human Resource Panel member will be two (2) conference cycles. Panel members cannot serve two consecutive terms.”**

*Intent:* To provide rotation and continuity in the HRP, and to eliminate problems of self-nomination.

*Financial Impact:* Since the HRP would exist either comprised of new members or returning existing members there would be no change in funding as a result of this motion. For reference purposes the '99-2000 Budget allocation for HRP was \$25,320.

*Policy Affected:* This motion would amend the following WSC policies:

***A Temporary Working Guide to Our World Service Structure (1999 edition):***

*The following section would be revised:*

Page 17, Term: The term of office for the Human Resource Panel will be one (1) conference cycle. All members of the panel are eligible for election for two (2) consecutive terms.

<b>REGIONAL MOTIONS</b>
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**Motion 19:** To include in *A Guide to Local Services in Narcotics Anonymous* between the General Table of Contents, page iii and the chart “NA Service Structure,” page iv, the following description of the different units of our service structure in NA.

### **The Purpose and Function of the Service Units of Narcotics Anonymous**

1. The primary purpose of an NA MEMBER is to stay clean just for today and carry the message of recovery to the addict who still suffers by working with others.
2. The primary purpose of an NA GROUP is to carry the message of recovery to the addict who still suffers by providing a setting for identification, and a healthy atmosphere for recovery, where addicts can come for help if they have the desire to stop using.
3. The primary purpose of an AREA SERVICE COMMITTEE is to be supportive of its areas and groups and their primary purpose, by associating a group with other groups locally, and by helping a group deal with its day-to-day situations and needs.
4. The primary purpose of a REGIONAL SERVICE COMMITTEE is to be supportive to its areas and groups and their primary purpose, by linking together the areas and groups within a region, by helping areas and groups deal with their basic situations and needs, and by encouraging the growth of the fellowship.
5. The purpose of the WORLD SERVICE CONFERENCE is to be supportive of the fellowship as a whole, and to define and take action according to the group conscience of Narcotics Anonymous.
6. The purpose of the WORLD BOARD, acting as the service board of the World Service Conference, is to: (1) oversee all activities of NA world services, including the fellowship's primary service center, the World Service Office; (2) contribute to the continuation and growth of Narcotics Anonymous by providing service and support to the fellowship as a whole and assist the public in understanding addiction and the Narcotics Anonymous program of recovery from addiction; and (3) hold, control, and manage, in trust for the Fellowship of Narcotics Anonymous, the income produced by any world service activities, the rights to the exclusive control, use, printing, duplicating, sales, production, manufacturing, or reproduction of all the intellectual properties, logos, trademarks, copyrighted materials, emblems, and/or other intellectual and physical properties of the WSC in a manner that is within the spirit of the Twelve Steps, Twelve Traditions, and Twelve Concepts of Service of Narcotics Anonymous.
7. The purpose of the WORLD SERVICE OFFICE, our main service center, is to carry out the directives of the World Service Conference in matters that relate

**to communications and information for the Fellowship of NA, its services, groups, and members.**

Maker: Alsask Region

*Intent:* To bring forth in *A Guide to Local Services in Narcotics Anonymous* an extremely condensed version of what the purposes and functions of our service structure are, thus offering a simplified explanation to and for the newer members of our fellowship.

*Financial Impact:* Presuming that these changes would be placed into the affected items upon their reprinting, the financial impact would be the expense for minimal staff time for the pre-production work.

*Policy Affected:* This motion would not amend any WSC policies.

*Rationale by region:* Just like our recovery program, the Twelve Steps and Twelve Traditions both have their shorter versions that are read at every NA meeting. Once we have grasped a very small part of this program we may seek to explore further in depth the Twelve Steps and Twelve Traditions by seeking out those with experience or by reading in greater detail about them in our Basic Text or *It Works: How and Why*. As addicts we tend to complicate things in our recovery, and this motion is only seeking to find a small way to help simplify a view of the service structure of NA. These descriptions have been adapted from previous copies of *A Temporary Working Guide to Our World Service Structure* of the 1980s and 1990s, and are just as valid today as they were in their original place in our service literature. (Financial impact as stated by region: Presuming that these changes would be placed into the affected items upon their reprinting, the financial impact would be the expense of staff time for pre-production work.)

*World Board Recommendation: To Commit.*

We believe the idea behind this proposal may have value, but we are concerned about its actual implementation as written. We agree with the premise that our main service manuals, *A Temporary Working Guide to Our World Service Structure* and *A Guide to Local Services in Narcotics Anonymous*, should contain a brief description of all elements of our service structure. To that end, we have offered in this CAR additional language to TWGWSS that contains the description of service units from the general table of contents of *A Guide to Local Services in Narcotics Anonymous*. The language as offered in this motion is not the currently conference-approved description, in many instances. Many approaches could accomplish the stated intent of this motion, and we would strongly encourage that the language used be consistent in all of our manuals.

**Motion 20: To capitalize the first letter of the words: Step, Steps, Tradition, and Traditions when used in reference to the Twelve Steps and/or Twelve Traditions of Narcotics Anonymous in all newly developed and/or revisions to our service and recovery literature.**

Maker: Pacific-Cascade Region

*Intent:* To begin to provide consistency and place emphasis on references to the Twelve Steps and Twelve Traditions of Narcotics Anonymous.

*Financial Impact:* This motion would involve a tremendous amount of staff time to implement the intent of the motion. Specific projections are not possible at this time.

*Policy Affected:* This motion would not amend any WSC policies.

*Rationale by region:* If the Twelve Steps of Narcotics Anonymous are the principles that made our recovery possible, and the Twelve Traditions of Narcotics Anonymous are the ties that bind us together, then there should be no argument that together they comprise the very foundation of our program. The English language capitalizes the first letter of names and nicknames of persons or things, trademarks, geographical names, peoples and their languages, organizations, government agencies, historical documents, as well as any religion, holy book, or holy days. The capitalization of these words helps to emphasize them as well as denoting them as worthy of honor and respect. Passage of this motion would help emphasize the foundation of Narcotics Anonymous and provide consistency regarding this matter in all future literature printing.

*World Board Recommendation: To Not Adopt.*

This motion would in fact create an inconsistency with previously approved literature and literature to be approved in the future. Capitalization on its own does not necessarily emphasize the meaning of a word or words. We believe the importance of the terms *steps* and *traditions* is very clear, and the inference of their meaning to the reader is clear throughout our literature wherever they appear. In matters of literary style and grammar, there is often no absolute right or wrong approach. In gray areas, consistent usage is the most important practice. The board understands the intent of the maker of the motion to be that changes are made only as individual items are created or revised. This would create further inconsistency between new and existing inventory items. We do not believe that this is the best approach, despite the good intentions of the maker.

**Motion 21: That the World Board provides only new information, not recommendations, on regional motions in the *Conference Agenda Report*.**

Maker: Wisconsin Region

*Intent:* To keep recommendations on regional motions, by the World Board, out of the *Conference Agenda Report*.

*Financial Impact:* There is no direct financial impact as a result of this motion

*Policy Affected:* This motion would not amend any WSC policies.

*Rationale by region:* When discussing a motion, we try to have a clear picture of the pertinent information related to that motion. We try to consider such things as the motion's intent, financial impact, and policies affected. Facts that are germane to the motion—not opinions—support this process. For example, if a motion-maker estimates a financial impact of \$X, but the WB determines it to be closer to \$XX, this would be new information helpful in understanding that motion. The fellowship can then make the decision of whether or not to support the motion based on all the relevant information. This decision should not be based on the opinions or recommendations of any particular service body. When the WB publishes their recommendations, in addition to new information, on Regional motions in the *Conference Agenda Report*, they may inadvertently influence the decision-making process. This motion seeks to avoid that. (Financial impact as stated by region: The financial impact would be the reduced amount of typesetting, production, and translations costs because of the lower number of pages in the *CAR* that this motion would create.)

*World Board Recommendation: To Not Adopt.*

The board believes that the fellowship finds this information useful and therefore benefits from having as much information as possible when considering these actions. This practice resulted from discussions with delegates who were frustrated by arriving at the World Service Conference only to hear new information about the impact of a motion that their local communities did not have the benefit of considering. The board believes that more information, not less, is the goal in improving our communications. To that end, the board supported the written explanations from regions as well as the board.

Regional motions do not go through the same conference process as a typical world service motion. This year, for example, the World Board motions in the *CAR* resulted from project plans that were approved at WSC 1999, reported on throughout the year and with the additional opportunity for input at the World Service Meeting. Regional motions are essentially a new idea without previous discussion or forewarning.

**Motion 22: To create a nonvoting conference participant status at the World Service Conference for World Board members. The board may continue to give reports, recommendations and make motions, but not have a vote in any WSC business sessions, including elections. This would be accomplished by amending *A Temporary Working Guide to Our World Service Structure* (1999 edition), as follows:**

**Page 4, Membership, by deleting the words 'World Service Conference' in the first sentence and replacing it with the words 'Regional Delegates,' and by deleting the second and third sentences and replacing them with the following: 'These delegate-elected members will have equal participation rights during board meetings. During the World Service Conference they may make reports, recommendations, motions, and participate in-group discussions. However, they may not vote in any elections or business sessions at the World Service Conference.'**

**Page 13, Guidelines of the World Service Conference, section 1, F., The participants of the World Service Conference consist of: by adding '(Nonvoting)' at the end of 'Members of the World Board' in Item 2.**

**Page 13, Guidelines of the World Service Conference, section 1, by deleting the first sentence in Section G., and replacing it with the following: 'Only Regional Delegates are allowed to vote. All conference participants may make motions, or address the conference.'**

**Page 14, Guidelines of the World Service Conference, section II, A.1., by deleting the words 'conference participant' and replacing it with the words 'Regional Delegate.'**

**Page 14, Guidelines of the World Service Conference, section II, by deleting Item A. 6. "Only RDs shall vote in old business sessions."**

Maker: Arizona Region and Ontario Region

*Intent* (Arizona Region): To limit voting at the World Service Conference to elected regional delegates.

*Intent* (Ontario Region): To eliminate the voting privileges of the World Board.

*Financial Impact:* There is no direct financial impact as a result of this motion

*Policy Affected:* This motion would amend the following WSC policies:

***A Temporary Working Guide to Our World Service Structure (1999 edition)***

**The following sections would be revised:**

Page 4, Membership: The World Board will consist of twenty-four members elected by at least 60% of the World Service Conference. These conference-elected members will have equal participation rights, including voting on the board and at the World Service Conference. Board members may not, however, vote on items that have been submitted to the groups in the *Conference Agenda Report*, or on any other items of Old Business at the World Service Conference.

Page 13, Guidelines of the World Service Conference, Section 1, F. The participants of the World Service Conference consist of: 1. Duly elected Regional Delegates (RDs), 2. Members of the World Board, 3. In the absence of a duly elected Regional Delegate, the conference will recognize a qualified replacement from that region.

Page 13, Guidelines of the World Service Conference, Section 1, Item G. Only conference participants are allowed to vote, make motions, or address the conference. When RDs are not on the floor of the conference, duly elected alternates may vote, make motions, or address the conference. The World Service Office Executive Director(s) will be allowed to address the conference, to make reports, answer questions, and discuss matters of their responsibility when requested by the conference.

Page 14, Guidelines of the World Service Conference, Section II, A.1. Each conference participant shall have one and only one vote.

Page 14, Guidelines of the World Service Conference, Section II, A. 6. Only RDs shall vote in old business sessions.

*Rationale by region (Arizona Region):* By creating a nonvoting conference participant status for World Board members, the World Service Conference will be able to retain the vast experience, strength, and hope of these delegate elected members. The final responsibility for decisions, however, needs to remain with regionally elected delegates who carry the voice of the Regions they serve and who have been given a vote of confidence to act in the best interest of those regions. We are grateful for the guidance that the World Board has given the conference, but we believe that this guidance will be better given and received, if expressed, by partaking in group discussions, offering suggestions, and writing motions rather than controlling such a large voting block. By eliminating the vote of the World Board, we will achieve a more equal representation for our entire fellowship.

*World Board Recommendation: To Not Adopt.*

The adoption of this motion would go against the Twelve Traditions and Concepts, the very principles our fellowship is guided by and supports. The WSC adopted the Twelve Concepts in 1992. The board reaffirmed these as its guiding principles as well and believes strongly that "all" members of a body should "fully" participate in a service body's decision-making processes. (Concept Seven states: "All members of a service body bear substantial responsibility for that body's decisions and *should* be allowed to fully participate in its decision-making processes.") Clearly, board members are currently participants and members of the WSC body. Distinguishing classes of trusted



servants at the WSC diminishes the WSC's application of anonymity (equality) and unity, the foundational spiritual principles of our traditions.

The WSC has debated the voting issue almost from its beginning. Until WSC '95, all participants could vote on all WSC business. That year, the WSC decided only RSRs/delegates should vote on *old* business. Without arguing the merits, we see that decision as a compromise between those with varying understandings of the traditions and concepts. Since then, NA and the WSC rejected regional *CAR* motions to change voting policy in 1997, 1998, and 1999. At the same time, non-delegates are an ever-shrinking percentage of the WSC. The 1985 WSC Minutes showed 61 participants, of whom 42 represented regions or 68% (a 2 to 1 ratio). WSC '99 had 110 participants—93 represented regions or 84% (a 5+ to 1 ratio), making the board the smallest proportion (16%) of non-delegates in history.

Who votes at the WSC has been one part of the “us versus them” dynamic which has often plagued the WSC. The nature of world services, its responsibilities and group delegated authority, seems to heighten fears. Everything in NA is designed to ensure that the WSC can never be a government that wields authority over the NA groups. Still, the reappearance of the voting issue suggests that fear is part of this conflict. Board members, as administrators of world services, bring a unique perspective to the process of reaching an informed group conscience about matters affecting NA as a whole. Participation without voting would be empty—the equivalent of responsibility without authority. Voting adds weight to experience which is shared in conference discussions, and the lack of a vote would undermine the full participant status board members currently are privileged to hold, making board members more akin to non-participant observers.

**Motion 23: That voting during the election of World Board members be restricted to regional delegates or in their absence a duly elected regional delegate alternate. This would be accomplished by amending *A Temporary Working Guide to Our World Service Structure* (1999 edition), as follows:**

**Page 4, Membership:** by deleting the words “World Service Conference” in the first sentence and replacing it with the words “regional delegates.” By deleting the words “conference-elected” in the second sentence and replacing it with the words “delegate-elected” and by adding the words “during World Board elections or” in the third sentence between the words “vote” and “on”

**Page 14, Guidelines of the World Service Conference, section II, A.6., by adding the words “and World Board elections” at the end of the sentence.**

**Maker:** North East Atlantic Region

**Intent:** To eliminate the World Board members from voting during election of World Board members.

**Financial Impact:** There is no direct financial impact as a result of this motion

**Policy Affected:** This motion would revise the following WSC policies:

***A Temporary Working Guide to Our World Service Structure* (1999 edition)**

Page 4, Membership: The World Board will consist of twenty-four members elected by at least 60% of the World Service Conference. These conference-elected members will have equal participant rights, including voting on the board and at the World Service Conference. Board members may not, however vote on items that have been submitted to the groups in the *Conference Agenda Report* or any other items of Old Business at the World Service Conference.

Page 14, Guidelines of the World Service Conference, Section II. A.6. Only RDs shall vote in old business sessions.

*Rationale by region:* None furnished.

*World Board Recommendation: To Not Adopt.*

See our recommendation and rationale on Motion 22, above. Additionally, it appears that since the board's creation in 1998, there is a new twist compounding the old fears about WSC voting that is specific to the elections process. Since the board is operating by consensus, there seems to be a greater fear that the board will somehow act as a block at the WSC. There is a new fear that a unified board could be a greater threat or danger to the interests of the NA groups as represented by the delegates. This fear was certainly voiced openly in the controversy at WSC '99 over the election of new board members.

We realize that there are other reasons besides fear that lead people to support this change in voting policy. Different areas and regions have different practices for voting and participation by non-representatives. Some participants merely want conference practices to mirror the way voting is handled in their area or region. What "group conscience" means is not uniform throughout the fellowship.

Members of the World Board are elected by a significant majority (60%) of conference participants, are conference participants, and are delegated the responsibility to act on behalf of the conference as a whole when it is not in session. The board's primary responsibility, as stated in our external guidelines, is "to contribute to the continuation and growth of Narcotics Anonymous." In fulfilling our mission, we often, individually and collectively as a board, speak for and represent those NA communities that are not represented at the WSC, as well as those addicts who have not yet found our rooms. In keeping with our focus on unity rather than separation and segregation, equality rather than a trusted servant class system, our consensus recommendation is to not adopt this motion.

**ADDENDUM A**

**PROPOSED LITERATURE  
DEVELOPMENT PLAN — MOTION 21  
PROJECT  
FOR 2000 *CAR***

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**Appendix 1—From The 2000 CAR, Four Board Motions re the Motion 21 Project**

**Appendix 2—Potential Tasks in a Normal Conference Cycle**

**Appendix 3—List of Major Identified Work Tasks in This Report/Plan**

**INTRODUCTION/SUMMARY**

The 1999 World Service Conference (WSC) approved a project plan to deal with all the literature issues and motions committed from 1998 and 1999. The “Motion 21” project plan directed the World Board “to prepare for the 2000 *Conference Agenda Report* a comprehensive report for the creation and revision of fellowship-approved literature over the course of the next five to ten years.” The purpose of this report is to facilitate an informed group conscience about future literature priorities at WSC 2000. This report represents our first effort to develop a vision of what needs to be done in the short term, as well as how the literature development process might be changed and made to work better in the future.

We hope this report will inform fellowship discussions about the literature motions committed to the board in 1998 and 1999, and offer tools to help all of us make choices about fellowship priorities. What would actually need to be adopted in any given year to initiate the plan’s goals would be any detailed project plans required to achieve specific plan objectives. This report is designed to provide information that fosters open discussion. Hopefully, through such discussion, NA as a whole can reach the best possible consensus about literature development priorities. And we want to acknowledge certain realities right up front, first about Motion 21/24 from WSC 1998, and then about this literature development plan.

Before proceeding further into a discussion of this literature development plan, the next section first discusses and recaps Motions 21, 24, and 77 from WSC 1998. If you are not familiar with the background and history regarding these motions and this project, roughly one-half of this report is devoted to providing this information. This background also supports the last two major sections of this report: “Literature Development Plan Overview” beginning on page 20 and the final section (“Specific Discussion Issues—For Future Consideration”) starting on page 23.

This report was developed for the 2000 *Conference Agenda Report* and a separate nine-page report containing four motions from the World Board. These reports are meant to be read in tandem. In anticipation that this report may be distributed separately from the *CAR*, Appendix 1 shall contain the report on the literature motions from the 2000 *CAR*. If you have not already read that material, this report may make more sense if you read that first.

If our recommendations are accepted, no new literature will be approved, nor will any existing literature be revised, until 2004 at the earliest. The majority of our recommendations are to conduct further evaluations of potential literature projects, because we just don’t know for sure what the fellowship as a whole wants and needs and feels about many of these possible projects. And while it may seem strange to some that so many literature proposals have been in limbo for 10–15+ years, it’s always been the reality in NA literature development that the number of projects to choose from exceeds the available financial and human resources.

It’s been difficult to craft a meaningful literature development plan of priorities for literature when we haven’t yet identified the overall priorities for world services during even the next two years, let alone the next ten years. We are very much in the middle of the most important reorganization of our service structure since the fellowship’s first service manual, *The NA Tree*, was adopted 25 years ago, creating the World Service Conference itself in 1976. Our recommendations are conservative because of the ongoing transition and the need to balance recovery literature projects against other fellowship needs from world services. While this comprehensive report discusses potential literature priorities, the entire fellowship will have to consider possible literature projects alongside all of the other potential non-literature projects.

We believe considering what is most needed in literature development is just one aspect of reaching an informed group conscience about what is best for NA as a whole and what will best further the effort to carry the NA message worldwide.

The conference gave us the leeway to propose a literature development plan covering the next five to ten years. However, in reality, it is very hard in the middle of a transition today to establish literature priorities beyond five years. In fact, most of the details in this plan only cover work for the next two years. Building a consensus about what work we recommend for the next conference cycle (and beyond) depends on understanding these issues and this context. (We discussed these issues at length in the *November Conference Report*, available online at [www.na.org](http://www.na.org).)

We realize this may not live up to the expectations of some members. But we believe past discussions have in many ways been inconclusive, and that it is not prudent to make the first literature project of the World Board a book-length project (particularly if that means changing NA's most important book, the Basic Text). Our report discusses where consensus is lacking and some of what we think should be addressed before it would be responsible to start work on concrete literature writing projects.

We also believe there may be certain expectations regarding the proposed literature development plan, which we also want to tackle head-on. Under a two-year conference cycle, the conference and the fellowship can change their minds at each WSC and alter any previously established priorities, no matter what the circumstances. Given the nature of the WSC, any literature development plan is just a road map, and the WSC would have the opportunity every two years to change direction. Another crucial aspect of the WSC's authority is its control over the entire world services budget. Every two years the WSC will be faced under the Unified Budget with considering all project proposals involving variable discretionary spending—literature and non-literature projects together—and will make the ultimate decision to fund or not fund any project proposal. The conference's ultimate authority to approve the proposed goals of any plan is absolute under the Unified Budget system.

Nonetheless, we believe long-range planning is in the best interest of NA as a whole. If the groundwork we propose for the next conference cycle is supported, then NA will hopefully be in a better position by WSC 2002 to identify priorities for the next ten years. We see this literature development plan as a rolling target that is updated every two years. And while we want to acknowledge that this year's literature development plan is short on detail beyond two years, we believe it is a simple reality that there will usually be more detail and clarity about the first two years of any literature development plan. As tasks are projected further into the future, there'll usually be less detail and more uncertainty about the more distant goals.

Historically, issues related to NA recovery literature have been emotionally charged, arousing strong passions among many members. The development of recovery literature has been one of the most important catalysts for NA's growth worldwide and has become one of the many ties that bind us together. At other times, disagreements about our recovery literature have loomed so large that the continuation of Narcotics Anonymous as a single united fellowship sometimes appeared uncertain when battles over literature threatened to become a force that might tear us apart. We have tried to make this report factual in a way that acknowledges the importance of recovery literature issues and that allows all of us to consider these matters in a way that encourages dispassionate consideration of what is best for NA as a whole, putting principles before personalities.

### HOW THE MOTION 21 PROJECT CAME ABOUT

At the 1998 WSC, the Board of Trustees (WSB) proposed Motion 21 to deal with motions relating to the Basic Text and the Little White Booklet. The trustees felt this was needed because a ten-year moratorium on changing the Basic Text was due to end at the 1998 WSC. The trustees anticipated a large number of motions on this and other aspects of literature development would be coming forward, which turned out to be an accurate assumption. These motions proposed various options, from extending the Basic Text moratorium to creating a new moratorium on all new literature development, to various competing proposals for new literature, to specific proposals to make different revisions and/or additions to the Basic Text and the Little White Booklet in various ways.

Prior to WSC 1998, there was also significant uncertainty about the outcome of the Transition Group's proposals to reorganize the world service structure and consolidate the separate boards and standing committees into a single World Board (which, as it turned out, regional delegates did approve by an overwhelming vote). The trustees had foreseen that *if* this happened, the transition would have a significant impact on literature development in the short term. Therefore, the trustees proposed Motion 21, which stated (as adopted by WSC 1998):

“That all motions, amendments, and any other input regarding revisions or additions to the Basic Text or the booklet *Narcotics Anonymous* (The Little White Book), be committed to the World Board who will compile and forward to the conference, in two years, a detailed proposal including options, budgets, and timelines for those options. (*Note: Before the vote, the chairperson stated that this will include Motion #24.*)” [Emphasis added.]

If this sounds complicated, it's because it was. The 1998 WSC struggled with how to deal with Motion 21 versus all of the other related motions. The trustees had intended that Motion 21 be a substitute for conference consideration and debate of all the competing Basic Text motions. Although there was great support for the Motion 21 process, after lengthy discussions and some confusing parliamentary gymnastics, the conference purposefully decided it wanted to postpone voting on Motion 21 until it could first vote up or down on certain Basic Text-related motions which had been in the *CAR*. With no debate on the merit of each of the following individual motions, the conference then proceeded. First came Motion 24, the proposed WSCLC “A” list:

“To approve the following as WSCLC's ‘A’ worklist for the 1998-99 conference year:

A new chapter on Sponsorship to be included in the Basic Text;

A new chapter on Service to be included in the Basic Text;

The addition/substitution of personal stories compiled from our worldwide fellowship in the Basic Text.”

A motion to commit this to the World Board failed. And in spite of objections that the motion should have been ruled out of order because the WSCLC standing committee had at this point

been voted out of existence, the conference deliberately decided to vote up or down on this motion. Without debating its merits, the conference then adopted this motion by voice vote.

Next, the conference rejected without debate *CAR* Motion 36 (to impose a moratorium until 2004 on changes to the first ten chapters in Book One of the Basic Text). (This proposed moratorium would have allowed changes to Book Two (personal stories) or the addition of new chapters.) Then, the conference rejected by voice vote without discussion *CAR* Motion 14: “That the WSC direct the WSCLC to begin development of a Sixth Edition of the Basic Text as soon as the moratorium expires. The Sixth Edition should include a chapter on Sponsorship, a chapter on Service, and new stories of an international fellowship.” Finally, *CAR* Motion 40 died for lack of a second (to add a third book to the Basic Text containing four new chapters titled God, Self, Service, and Society).

It was at this point that the conference then again took up consideration of Motion 21, which it had postponed to consider the above motions. Then, without further debate, the WSC adopted Motion 21, while at the same time (as noted above) specifically committing Motion 24 (the “A” list), which it had adopted moments before.

*The conference has never in its history adopted a motion, then subsequently committed it.* Ordinarily, adopting a motion and committing a motion are mutually exclusive conference actions. At the time, certain conference participants objected to this procedurally, but the conference parliamentarian stated that this could be done. Within moments of this unprecedented action, the conference did this again with a second motion.

By two-thirds majority voice vote, the conference adopted *CAR* Motion 77:

“To continue with the development of a sponsorship booklet as a new piece of literature. Said booklet should be given to the World Board Publications Committee, with a final draft included in the *CAR* 2000.”

Then, after objections and discussion, the conference committed this motion (#77) to the World Board and the Motion 21 process. In doing this, the conference also included *CAR* Motion 49 (to place the proposed IP “Am I Too Young to Be an Addict?” on the WSCLC “A” list), which it actually had already committed to the World Board without debate moments before.

While these actions to adopt but then commit these two motions are unprecedented and unorthodox, we want to clearly acknowledge that this is what the 1998 WSC did. And while we could also argue with what this means or the way in which the 1998 WSC made these decisions, the bottom line is that we are making recommendations today which essentially ask the fellowship and the conference to reconsider the priorities which were adopted in principle in 1998. We are asking that these issues be revisited because we believe there is inadequate consensus to move forward now. This position does not preclude the fellowship and the conference from reaffirming these priorities or different ones. Further discussion about our rationale and our position on each of the motions appears below.



**SPECIFIC RECOMMENDATIONS: THE WSC 1998  
LITERATURE MOTIONS****From the 1998 CAR/WSC, Motion 21: Basic Text/Little White Booklet (Adopted Motion)****From the 1998 CAR/WSC, Motion 24: WSCLC "A" List (Adopted Motion, Subsequently Committed)****1998 WSC Motion 77: Sponsorship Booklet (Adopted Motion, Subsequently Committed)**

The WSC's first purposeful act after creating the WB in 1998 was to give Motions 21, 24 and 77 to the board. We recognize and acknowledge this fact. Our response to all three of these motions is the same. Our response is to offer Motions 1, 2, 3, and 4, for fellowship consideration. In the 2000 *CAR*, the discussion of these motions is in the body of the *CAR* (see page two) with the other World Board motions, or in Appendix 1 of this report (for reference). This effort to create a long-range literature development plan (as directed by the 1999 WSC) places revisions to the Basic Text and/or the Little White Booklet (and the development of new material on sponsorship) in the context of determining all literature priorities for the next five to ten years. The general priority-setting literature survey (and/or focus groups and/or fellowship workshops, among other things) which we have identified as a task for the next conference cycle may also help to clarify which literature projects (if any) may be recommended first during the 2002–2012 time frame.

A fourth motion committed to the board by the 1998 WSC concerned the proposed pamphlet which appeared in the 1998 *CAR*, "Am I Too Young to Be an Addict?"

**From the 1998 CAR/WSC, Motion 49: "Am I Too Young to Be an Addict?" (Committed Motion)**

"To commit to the World Board Motion #49 (To recommend that the WSC place Addendum K, 'Am I Too Young to Be an Addict?' on the WSCLC's A-list.)"

We are recommending further evaluation of the need for material of this type and fellowship discussion to resolve the philosophical conflicts surrounding literature targeted to specific groups. This type of material has been controversial in the past. For a discussion of why this material has been controversial, see page twenty-five of this report, "Future Discussion Issue #2—Recovery Literature Targeted for Specific Needs."

If needed, then how and when such material should be developed would also have to be determined. The general priority-setting literature survey (and/or focus groups and/or fellowship workshops, among other things) may also help to clarify which projects (if any) may be recommended first during the 2002–2012 time frame.

Further evaluation is needed to achieve consensus on the scope of the future *Youth and Recovery* project and related issues. (Does the fellowship want to combine *Youth and Recovery* with “Seniors in Recovery” to create a “Recovery Is for Everyone”/“So You Think You’re Different” IP, or should we develop individual IPs to carry the message to specific population segments—on one, two, or all three of these topics?) There have been philosophical conflicts about whether all recovery literature must be for everyone, or if some literature can be tailored to meet particular needs of specific segments of the fellowship. The board has not yet had the opportunity to discuss this issue in depth and make any specific recommendation. This issue is explored at length below in the “Specific Discussion Issues—For Future Consideration” section of this report on page 25 (“Discussion Issue #2: Recovery Literature Targeted for Specific Needs”).

### **OTHER SPECIFIC RECOMMENDATIONS: THE WSC 1999 LITERATURE MOTIONS**

#### **Motion 21 and This Literature Development Plan**

At WSC 1999, the World Board proposed a more comprehensive approach than the 1998 Motion 21 proposal. The board recommended that the conference expand the original task—beyond just the Basic Text and Little White Booklet—to developing a plan for the creation and revision of *all* fellowship-approved literature over the next five to ten years. The expanded scope of this project grew out of the Fellowship Development Plan (FDP) and its ten long-term strategic goals (first formulated in the mid-1990s). This Motion 21 project is specifically designed to further FDP Goal 9: “Identify new recovery material(s) needed by the fellowship and develop a plan for their creation by 1999.” The creation of a new, single World Board has been motivated largely by the desire to make world services more effective and efficient, better using scarce fellowship resources and improving the quality of services delivered through better long-range planning. The creation of this literature development plan for recovery literature is an important part of this effort.

At the 1999 WSC the conference accepted the World Board’s proposed project plan which expanded the scope of the Motion 21 project. The conference adopted the scope and funding as part of the approval of the first Unified Budget, which included 14 projects altogether. The board’s intent was that all 14 projects approved by the 1999 WSC further the larger goals of the Fellowship Development Plan. (The World Board also presented an updated version of the FDP to the 1999 WSC showing the relationship between the 14 proposed projects and the FDP.) *The 1999 conference then also committed three more literature motions to the World Board.*

#### **1999 WSC Motion 30: Traditions Workbook (Committed Motion)**

“To direct the World Board to develop a project plan for a guide book for working our Twelve Traditions. (Intent: to create a book-length piece on this subject.)” M/S/C to commit to the World Board.

We recommend future evaluation of the need for material of this type. If needed, then how and when such material should be developed would also have to be determined (and whether an information pamphlet, booklet, or a book-length piece would best meet that need).

The timeline for any possible development of such a piece would depend on the outcome of the general need/priority-setting evaluation of all potential projects (we are calling this a “type 2” evaluation; see below, page 21). Of course, significant consequences accompany the development of any book-length project. The *November Conference Report* discussed in depth the challenges world services can expect to face over the next two to four years, and this workload makes any book-length project almost inconceivable in the short term. Moreover, every project has an opportunity cost. If we take on one project, we must delay others. We must plan comprehensively for the long term and make sure that we invest our resources in the areas of greatest need or that offer the maximum potential return on our effort to carry the message to the addict who still suffers everywhere.

<b>From the 1999 CAR/WSC, Motion 5: Little White Booklet (Committed Motion)</b>
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“To change in the *Narcotics Anonymous* White Booklet under the section “What Is the NA Program?” on page 2, second to last sentence, the language ‘and are under no surveillance at any time’ to ‘and participate in no surveillance at any time’.”

We believe there is an important philosophical issue underlying this suggested change. We plan to discuss this motion at a future board meeting. Input is welcome; the board has made no decision so far.

The board plans to develop a paper for fellowship discussion. The board solicited input in August and in the *November Conference Report* on this issue to help the board develop this paper. The underlying issue of surveillance is a serious and important one that transcends the actual change of language in the Little White Booklet itself. However, if the fellowship ultimately wants to make this or any other change in the Little White Booklet, the mechanism for this is linked to the conference’s approval of Motions 1 and 2 and that timeline, with that evaluation starting sometime after 2002.

<b>1999 WSC Motion 34: Internet and Anonymity (Committed Motion)</b>
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“To provide direction to the World Board for the Motion 21 Project Plan as follows: To include, under the description of the Eleventh Tradition in the Basic Text and *It Works: How and Why*, language regarding the application of this tradition to television and the Internet.”

This motion proposed revising the essays on the Eleventh Tradition in the Basic Text and *It Works: How and Why*. We are against revising the Basic Text or *It Works* for this purpose at this time. Instead, the board believes that developing a bulletin on this topic is the best way to begin to address this issue. On topical issues, a bulletin should be the first step. After the board develops a bulletin, the fellowship could then consider further evaluation of the need for an information pamphlet. Only after these steps and the demonstration of continuing need should

the revision of book-length items be considered. The board solicited input on this issue in the *November Conference Report* and continues to welcome any input to help the board develop this discussion paper at a future date.

## **SOME KEY ISSUES AND BACKGROUND INFORMATION**

### **Wants Versus Needs—Reaching Agreement Together**

At our first meeting we saw the enormity of our task and how little time we had to accomplish this work. Because of the proposal adopted by the 1999 WSC, this expanded project now included two major tasks. First, we had to deal with all of the specific literature motions committed to the Motion 21 process from the 1998 and 1999 World Service Conferences. Second, we had to come up with a literature development plan which would allow the fellowship to set the initial priorities for the creation and revision of fellowship-approved literature from 2000 through 2010. The plan also has to take into account the new two-year conference cycle and how various literature projects will be impacted. As we received the results from the literature survey, we saw that the fellowship appeared to be divided about the 1998 proposals to revise the Basic Text, and that other literature proposals seemed to have greater support. This comprehensive report is the result of our efforts and your input.

We talked quite a bit as we prepared this report about new ways of determining fellowship “needs” versus “wants” when it comes to future literature development. Telling the difference between wants and needs is a big issue for us as addicts. Our first reaction often is that we need more, and we want it yesterday. Setting priorities, accepting that resources are limited, pacing ourselves—these are issues we tend to struggle with in both recovery and service. Asked to choose, we’ll sometimes look for every way possible to avoid making choices and try to have it all now. Reaching agreements we can all live with can also be difficult.

Framing this issue historically, the literature needs of Narcotics Anonymous are certainly different today in the year 2000 than our needs were only 20 years ago in 1980. Back then, we had just five short information pamphlets and the Little White Booklet. No Basic Text, no other books or booklets. Every new piece of recovery literature was almost certain to fill a genuine unmet need, given the extremely limited expression of the NA message in written form. Today, for our English-speaking members, we have four major books, one workbook, six booklets, and twenty-two information pamphlets. Identifying what is truly needed is much more complex today than in past years, given this abundance of existing recovery literature in English. And we have talked at length about the impact of decisions about English-language literature vis-à-vis the needs of non-English-speaking members and fellowship translation efforts.

### **Statement of the Problem**

A problem well-defined is a problem half-solved. Thus, it’s worth highlighting exactly what we are trying to solve with this literature development plan. *One problem has been a lack of long-range planning.* The introduction to the Fellowship Development Plan states:

“Over the past years, the world services inventory/resolution process has confirmed a number of important things about service provision at the world

level that trusted servants have known for a long time. Perhaps one of the most important things that our experience has demonstrated—and that the inventory has borne out—is that world services has lacked long-term strategies and goals. As a consequence, we have for many years often operated in a rather haphazard way in terms of acquiring and allocating resources, as well as developing any long-term strategies regarding fellowship growth and development. . . .”

*Another literature development problem has been a difficulty with achieving consensus.* We have had great success achieving consensus with some literature projects—while other literature projects have generated some very unpleasant disagreements about the form, content, and process by which we carry the message of NA in written form. And we have had troubles setting priorities. Briefly, what have these problems meant for recovery literature development?

Haphazard is a fair word to describe NA literature development in the 1980s. One example of the kind of problem the Fellowship Development Plan describes involves the Basic Text. From the beginning of the World Service Conference in 1976 until the approval of the Basic Text in April 1982, there was only one real priority for the World Literature Committee—the Basic Text. The WSCLC set its own priorities (with fellowship input) during these early years. After the Basic Text was approved in 1982, in one year twelve new IPs were developed and approved by the 1983 WSC. The World Literature Committee developed these twelve new pamphlets in less than nine months, and the conference gave its approval by simple majority vote after only a three-month approval period. There had been limited time and opportunity for fellowship review and input. And of those twelve information pamphlets approved at the 1983 WSC, the conference decided to withdraw three and begin revision of a total of four within the next two years. An effort to revise the Little White Booklet failed in 1983 due to lack of consensus; a second attempt succeeded in 1986, but with significant fellowship conflict and tension. And of course, during all of the above, accompanying the effort to create *It Works: How and Why* (described below), there were five editions of the Basic Text in just five years between 1983 and 1988.

Work started on *It Works* right after the 1982 WSC approved the Basic Text, and *It Works* was to become the number one priority for the next eleven years. It was not until 1985 that the WSC approved the first list of priorities for the WSCLC, a list of ten items in no particular order (not including *It Works*). This first list in 1985 included six proposed revision items that had been recently approved (within two to five years). This adoption of a single unprioritized list continued until 1988 when the WSCLC proposed new guidelines, which included the new process known as the “A–B–C–D Priority Worklists.” This change resulted from a crisis with the *It Works* effort when, in 1987 (just short of the halfway point along what would be a rocky, eleven-year path), the fellowship rejected the first approval form version of the steps portion of that book. This happened because of disagreements about both the literature process itself and about what the NA fellowship really wanted to say about our most basic principles, the Twelve Steps. Work had been underway for five (5) years on a book-length project without having achieved fellowship consensus on either the content of the book or the need to change the literature development process.

These difficulties with *It Works* led to a literature inventory process in the late 1980s, which resulted in new guidelines in 1988 that created the A–B–C–D planning process. Further difficulties led to changes to the guidelines in 1989, which resolved the issue about using

addicts who were professional writers in NA's literature process. This led to the approval of *It Works* in 1993, a success evidenced by fellowship acceptance of this book for seven years now without any demands for revision, in contrast to our experience with the Basic Text.

After the reforms of 1988 and 1989, work proceeded rapidly and smoothly on the book, *Just for Today, Daily Meditations for Recovering Addicts*. The fellowship had started work on *Just for Today* in the early 1980s also. But the work languished over disagreements about the book's content. The literature process was also a problem. Relying on limited human and financial resources in regional workshop settings was not very successful in creating a draft or developing source material. Once again, fellowship efforts had been underway for years—without agreement on what this book should say or how and when it should be created. A fellowshipwide survey in 1988 established consensus on the specific content and form of the *Just for Today* book. Further consensus was achieved in 1989 about using the WSO staff-team approach in the literature process. This combination of consensus and planning—achieved through fellowshipwide dialogue—smoothed the way for this book to be rapidly completed in 1992 (essentially a three-year effort).

A different pattern can be seen in the most recent new recovery book project—the creation of *The Narcotics Anonymous Step Working Guides*. The WSCLC proposed a detailed plan for this work at the 1993 WSC. And in just five years, this major work was brought to a successful conclusion with its adoption by the 1998 WSC. The consensus about the content of this book grew out of earlier disagreements about the content of *It Works*, disagreements between those who wanted *It Works* to be a step writing guide and those who didn't. Once consensus was achieved to produce a step writing guide separate from *It Works*, this established a foundation for the subsequent development of the *Step Working Guides*, built on the fellowship accepted process which had brought *It Works* and *Just for Today* to conclusion.

Now, we recognize that members individually may still hold different opinions about the relative quality and value of the different book-length pieces that NA has created. And some care passionately about the method and process through which NA literature is developed, while others are indifferent to how literature is produced and care only about the quality of the final product. But we believe most all can agree that, given our history, when we have had fellowship consensus and good planning, the fellowship has benefited. Conversely, the absence of consensus has sometimes been associated with serious conflict and disunity. Poor planning which drains scarce fellowship resources should also be avoided at all costs.

Because this literature development plan is primarily an effort to substantially improve the old A-B-C-D priority-planning process, we discuss the background about this further below.

### **History of the Old A-B-C-D Priority Lists**

Between 1989 and 1998, the fellowship set literature priorities annually by approving the WSCLC's "A" worklist (published in the *CAR* each year). So one of our goals was to create a new long-term planning mechanism for literature development that would replace and improve this process. The objective is to allow the entire fellowship to develop an informed group conscience and reach the best possible consensus about literature priorities. We were confronted with the task of having to balance today's reality with the fact that we are in a transition period. This means balancing the need to build elements of a new literature process while at the same time meeting directives of the fellowship to revise existing recovery literature or to create new literature.

Under conference policy between 1988 and 1998, the world literature committee prepared and published A-B-C-D worklists each year in the *CAR* based upon annual evaluations. Each year the WSCLC would make a motion to have the WSC adopt the “A” priority worklist only. The literature committee published the B-C-D portion of the list for information only in the annual *CAR*. (The conference never voted on these parts of the list.) By definition, “C” list items (for regional development) required substantial work to bring these to a stage where work by the WSCLC could be productive. Moreover, “D” list items were in an even earlier stage of development, sometimes consisting of little more than an idea or an outline.

The WSCLC guidelines provided for an evaluation workgroup. This group was to evaluate all proposals for new literature and assess the stage of development a given proposal was in, as well as the need for literature on that subject. The evaluation workgroup made annual recommendations internally to the WSCLC to place each proposal on the appropriate worklist (or return it to the original contributor). Likewise, the guidelines provided for a revision workgroup of the WSCLC that would assess existing literature and then recommend the placement of items in need of revision in the appropriate A-B-C-D worklist category. However, this evaluation process was carried out differently from year to year, and essentially stopped once the WSC inventory process began in 1993.

The history of both literature development in NA and the A-B-C-D process supports the conclusion that there has been gradual, incremental progress in how NA has planned and prioritized the creation and revision of fellowship-approved literature. But the goal of a ten-year plan should be not only to build on what has worked well in the past, but also to solve two recurring problems: (1) effectively prioritizing and executing specific literature projects in the context of a longer-range plan, and (2) achieving consensus. Our hope is that this report will facilitate an informed group conscience at WSC 2000 and, through the “strategic plan process,” every two years thereafter. The fellowship can discuss and reconsider then-current needs in this way—whether it’s translating or revising existing literature, creating new literature, or devoting resources to other, non-literature projects. If we learn from the successes and failures in our past, we can further improve both long-range project planning and the effort to gather the entire fellowship’s group conscience assessment of the greatest needs and priorities for carrying the NA message in written form. We view this comprehensive report as a tool which gives the fellowship a way at WSC 2000 to answer the question: *Where do we go from here?*

#### **Brief Recap of Existing Literature Policy: No Change**

*This literature development plan does **not** change existing literature policy. Moreover, we have heard some confusion about the relationship between the literature development plan and the Process for Projects Procedure in TWGWSS. Any work at any point in the future to create new literature or revise existing literature will require the express authorization of the fellowship through the World Service Conference. This would happen through the Unified Budget approval process (both routine/basic services and variable project spending).*

Nothing in this report changes the existing literature development policy in TWGWSS (included as Addendum B in the *CAR* 2000). Specifically:

- ◆ Review and input and approval periods remain the same;
- ◆ A two-thirds (2/3s) vote to approve or withdraw any material from category of fellowship-approved literature is still required;

- ◆ NA members who are addicts may be hired for literature development;
- ◆ FIPT imposes additional requirements/obligations; and
- ◆ Group tally process would govern any changes to the Twelve Steps, Traditions, or Concepts.

### An Analogy: A Shopping List, a Supermarket, and a Checkout Counter

This analogy is intended to clarify where we're at now and what we hope to accomplish. We have developed a big-picture illustration using a three-part analogy of (1) a Shopping List, (2) a Communal Supermarket, and (3) a Checkout Counter, where the task of *deciding to purchase* items from the Shopping List happens.

Warning: Some of the language in this analogy is deliberately colorful to encourage everyone to think in a fresh and creative way about the issues involved and to help keep you awake. The logic of any analogy, if carried to extremes, can become nonsense, so we suggest that you not take this too seriously, especially if it confuses or distracts you.

#### **1. The Literature Development Plan Is a New, Redesigned Shopping List.**

The Shopping List consists of a description of both routine/basic services *AND* potential future projects. The Shopping List is a description of what every member of our very big family has ever asked us to get (what's good and various specials). We have a very big Shopping List with many different options. Some Shopping List items can be used to prepare many different meals in different ways, and the sauces, side items and other elements of the meal can vary.

The old Shopping List was called the "A-B-C-D Priority Worklists." The old Shopping List was organized by four (4) functional categories:

- Priorities for current work by the WLC (the "A" list);
- Items which were ready for WLC work, but are currently in limbo due to lack of resources right now (the "B" list);
- Items that needed preparatory work and input from regional literature committees before the WLC could develop further (the "C" list);
- Bottom-of-the-barrel raw ingredients that were assigned on a case-by-case basis only to area and regional literature committees who had the resources to begin to make sense out of material that was difficult and/or incomplete (the "D" list).

The new Shopping List is organized by time frames for development (i.e., items are staggered over a ten-year period of time, and divided into five conference cycles). Another difference is that everything on the new shopping list fits into one of two functional categories: (1) routine/basic services; or (2) special projects. Both of these are Unified Budget categories. But this year, we may not be able to identify which category items are in until we arrive at the conference in April 2000 and make decisions about what to purchase as we consider the Unified Budget proposal. The literature development plan is still a Shopping List; it has the same purpose and function, but a different organization and structure.

One huge advantage that the literature development plan has is that it provides much more detailed information for the fellowship to consider and evaluate than the old A-B-C-D list process. Under that old system, the B-C-D lists appeared in the *CAR*—with little or no detailed



information about the history or substance of potential future projects; most often there was only a list with a series of titles or topics. The new Shopping List is a work-in-progress.

## **2. The Communal Supermarket.**

The literature development plan is a Shopping List, not the Communal Supermarket. The Communal Supermarket is the entire literature creation and development process. The Motion 21 Project this year is not about changing the Communal Supermarket. The 1998 WSC made certain changes in the Communal Supermarket. The 1998 WSC put the old Communal Supermarket under new management and gave it a new name. The Old Communal Supermarket was called the “World Lit. Committee/Board of Trustees.” The 1998 WSC put the Communal Supermarket under the management of the single World Board. But the New Management is accountable to the WSC and the fellowship just as before, except now there’s nobody to blame and point fingers at—there’s a single point of accountability. The Communal Supermarket has been closed since 1998 and cannot reopen until the WSC dispenses with Motion 21 and gives the New Management (the World Board) a license to operate.

The Communal Supermarket, as of today, is in the same location, the same Neighborhood. It has not moved. It has not been redecorated or remodeled, inside or out. There is just that hopeful sign out front that says: “Under New Management!” (and in small print: “Renovation in Progress”). But the Neighborhood has changed dramatically—redevelopment efforts and construction are going on all around the Communal Supermarket everywhere you look. Until the Neighborhood settles down, it’s going to be hard to open this Communal Supermarket for full-scale operations.

*The Communal Supermarket’s operating policies and procedures have not changed.* The New Management has really focused only on this project of creating a new Shopping List (and that only started after WSC 1999). The Old Communal Supermarket had been offering many “leftover” items that had been sitting around the store for ten to fifteen years. Nobody ever purchased them in the entire history of the Communal Supermarket’s operation, and only one or two people even know what’s in them. Changing the Shopping List is a big and important job, but it’s going to take a lot more than that to get this Supermarket open again and ready for business. Unfortunately, some customers and Delegated Shoppers are frustrated and impatient, but this is the reality of where we are now.

Making purchase decisions to commission new work can only be done once every two years by a bunch of delegates who order collectively for everyone. Anyone—and we mean anyone—can phone in an order at any time or suggest changes or additions to items on the Shopping List by letter, fax, or email. Our phone is ringing all the time. (“Dad, I want some new stories!” “Mom, get me some material on sponsorship!” “Honey, we need something to help the old folks recover.”) We consider every request. However, we answer to a group of Delegated Shoppers who not only speak for all our current members, but who also are each forever concerned with how we can best reach the addict who still suffers who has not yet found the way to NA.

## **3. The Unified Budget Is the Checkout Counter**

The process for deciding what to purchase is not the same as reading the Shopping List. The vehicle for making purchasing decisions is the Unified Budget. If the customers want to order something that is on the Shopping List, the WSC has to give that order to the World Board by approving funding for routine/basic services in the Unified Budget, or adopting and prioritizing detailed project plans at the WSC. *The Shopping List is not a detailed project plan.* The

opportunity to see everything that's "on the shelves" happens at the WSC meeting. The Delegated Shoppers are able at the WSC to examine more detailed information about items on the Shopping List and inspect the different options.

The Shopping List does say that revising the Basic Text is the most expensive item on the Shopping List. We guess that means we can order this item if we really want to, but it requires long-term financing. Some of the items scribbled on the Shopping List are hard to read. Other items say: "Must be ordered two years in advance." Improving the purchasing system and making the Shopping List work with the order-taking/decision-making process is going to take some time to figure out.

Getting the Delegated Shoppers to agree on what to order is not easy or simple. A big group requires a lot of discussion. The Delegated Shoppers aren't sure whether they must order items that everyone will like, or whether the vegetarians and diabetics should be able to have items purchased and made for their special needs. Some customers want organic produce only. Quite a diverse bunch! The Delegated Shoppers have a lot to discuss to resolve this. Additionally, the Delegated Shoppers have to consider how much they can spend at the Communal Supermarket given the need to set aside resources for other necessities.

### **Implementation Issues**

This literature development plan will not and can not implement itself. The Internal Guidelines Project this year is developing internal guidelines for the board as a whole and the protocols between the board, its executive committee, and its other workgroups and committees. The task of developing internal guidelines for each board committee has been left for the board and each committee to develop in the future based upon actual experience of what works and what doesn't. We anticipate this will be a significant task to accomplish from 2000 to 2002. Thus, we have been conservative in recommending difficult projects, particularly book-length projects, during this transition cycle. The board has not yet had time to discuss and identify other implementation issues, including future tasks needed to implement the plan successfully. We outlined in the *November Conference Report* a picture of the entire scope of work facing NA world services in the next conference cycle and beyond. We refer you to that report for further information (available on our website, [www.na.org](http://www.na.org)).

### **SUMMARY OF FELLOWSHIP INPUT**

This section summarizes the fellowship input we considered over the course of preparing this report for this project. We reported on our activities to the fellowship as a whole and sought input via our regular reports this year in *NAWS News*. We expanded the distribution of *NAWS News* to include the 450+ area and regional literature committees and local translation committees. We circulated a draft of this comprehensive report to all conference delegates and to area and regional literature committees in September, for discussion with conference delegates at the 25-27 September World Services Meeting in Hollywood, Florida. We considered all the written input this generated, including all of the input from the many conference participants who did not attend the World Services Meeting. Additionally, we considered three other major sources of fellowship input: (1) the 1999 fellowship literature survey; (2) all of the input ever received at the WSO suggesting changes to existing fellowship-approved literature; and (3) all of the input ever received at the WSO proposing new items of recovery literature.

## **The 1999 Fellowship Literature Survey**

Part of the fellowship input we used to prepare this report came from the March 1999 literature survey. Because of Motion 21 from the 1998 WSC, in February of 1999 the board designed a literature survey to get an initial sense of what the fellowship wanted to see happen with recovery literature. We did this before we developed the proposal for the expanded Motion 21 project plan, and before the 1999 WSC approved the expanded project in April 1999. For this reason, the February survey did not attempt to rank literature development priorities for the next five to ten years. The 1999 survey was not a ballot.

As we have reported previously this year, the survey does represent a very preliminary investigation that tentatively suggests certain trends and avenues requiring further evaluation. *We received more than 2,300 responses from members, groups, and various service boards and committees all over the world!* We thank all of you who filled out and returned the literature survey. The summary of the results is still available on request (or online at [www.na.org](http://www.na.org)).

## **Fellowship Input to Revise Existing Literature**

Other fellowship input was also of critical value in formulating this plan and our recommendations. We reviewed lengthy and comprehensive summaries of all of the input on file at the WSO that has been received from the fellowship since the 1980's. This section summarizes some of this critical input relating to revising existing recovery literature. The following section then describes the input we have received over the years proposing new literature.

### **1. The Little White Booklet, *Narcotics Anonymous* (LWB)**

As our oldest piece of recovery literature, the Little White Booklet was approved sometime before the creation of the World Service Conference itself in 1976. A number of revisions also occurred before 1976. One proposed revision from the WSCLC was rejected by the 1983 WSC. This led to the WSCLC unsuccessfully attempting to make minor changes to the 1983 proposal before abandoning this approach and turning the project over to the Board of Trustees, who later proposed a revision which was adopted at the 1986 WSC. Conceptual changes were made in the first part of the booklet, and the text was edited, including the personal stories. Punctuation was also changed in the Twelve Steps and the Twelve Traditions themselves. There was some controversy over both the process and content. The 1986 WSC accepted the proposed revision after extensive debate.

From 1986 to 1988, following the LWB revision of 1986, the relevancy of the personal stories in the LWB continued to be discussed, and other changes were considered. In 1986-87, the WSCLC solicited new stories for the LWB. The 1987 conference rejected motions to remove the LWB stories edited in 1986 from all approved literature and to move a certain story from the Basic Text into the LWB. The 1987 conference overwhelmingly also rejected a motion to classify the 1976 version of the LWB as a "historical document" to be kept in print and made available to the fellowship, which (if approved) would have put the LWB in a "historical category" different from other recovery literature. The 1988 conference rejected a regional motion committed from WSC 1987 to change the phrase "Easy Does It" to "Take It Easy" in all publications and also decided to leave the LWB stories alone. At the 1989 WSC, the following motion was ruled out of order because of the Basic Text moratorium: "That in the NA Basic Text and other NA literature, the words 'physical challenge' be added to the list at the end of the second paragraph of 'What Is the NA Program?'" By WSC action on a 1998 CAR motion,

the LWB stories are now subject to the same World Services Translations Committee policy as Book Two of the Basic Text. Also, as discussed above (see p. 7), the 1998 WSC committed to the World Board a motion to change one sentence in the LWB that states “we . . . are under no surveillance at any time” to “we . . . participate in no surveillance at any time.”

The input on file includes the stories received in 1987 (ten are now on file). A small folder of other input relating to the LWB is also on file. Most suggest certain word or sentence changes, sometimes with a conceptual rationale for the proposed change(s). Other specific LWB input is mixed in with the input relating to the Basic Text, described below.

The related items which could be impacted by changes in the LWB include: *Who, What, How, and Why* (IP #1), *Recovery and Relapse* (IP #6), *An Introductory Guide to Narcotics Anonymous*, the Basic Text, and *Just for Today, Daily Meditations for Recovering Addicts* (which has some direct LWB quotes that are identified by reference to the page numbers in the Basic Text, Fifth Edition). *It Works: How and Why* (*It Works*) contains (at least) three quotes from the LWB (each of which is so fundamental that each is unlikely to be revised: see p. 17, p. 181, p. 189). *Behind the Walls* contains an excerpt from the LWB on p. 18. *For the Newcomer* closes with an unattributed LWB quote. Finally, the *Just for Today* statement is part of the LWB and is reprinted in a number of additional publications; if any part of the *Just for Today* statement was revised, all of these additional publications would have to be identified and compared for consistency.

## **2. The Basic Text, *Narcotics Anonymous***

Although we have had five editions of the Basic Text up to the present, no intentional conceptual revisions have been made since the approval of the Basic Text at WSC 1982, with certain exceptions. The exceptions are: (i) certain changes in the essays on the Fourth and Ninth Traditions; (ii) the addition and deletion of various personal stories at different times from 1983 to 1986; (iii) specific conceptual changes relating to the 1986 revision of the Little White Booklet; and (iv) five additional changes in Book One of the Basic Text authorized by the 1987 WSC which were designed to make five sentences consistent with the 1986 LWB conceptual revision. The editing of the Third Edition, Revised, resulted in certain unintentional conceptual changes in the Fourth Edition of the Basic Text, which were corrected by action of the 1988 WSC, resulting in the edited Fifth Edition.

In October of 1987, the WSCLC surveyed area and regional literature committees about revising the Basic Text (and several reports to the fellowship dealt with this subject). The WSCLC invited input about the Basic Text in connection with this survey. This survey was undertaken before any controversy erupted when the Fourth Edition was published in November of 1987, but the controversy then caused confusion that affected the survey. The WSCLC subsequently decided to include the survey question in the 1988 *CAR* with additional background information. The 1988 WSC subsequently adopted a plan that corrected editing and production errors in the Fourth Edition in a new Fifth Edition and simultaneously imposed a five-year moratorium on further revision of the Basic Text. Because of this, the survey results were never used. However, the record and the survey input on file indicate several things. The overwhelming majority of survey respondents (and, more importantly, the WSC) felt that (i) annual, year-by-year revisions of the Basic Text should stop; (ii) although Book One and Book Two might need to be revised at some point, that (iii) completion of *It Works* was a much higher priority, among others; and (iv) consequently, the Basic Text should be left alone for five years (or more). The lack of stability with the different editions of the Basic Text had caused

problems with efforts to translate the book from English into other languages. The moratorium was intended to bring stability to translations efforts. All of these were part of the rationale for the initial five-year moratorium adopted in 1988.

The WSCLC initially favored lifting the moratorium on Book Two at the 1993 WSC. The committee floated the idea of changing the existing stories and/or creating a separate book of international stories. However, ultimately the WSCLC unanimously supported the full moratorium for another five years—with the proviso that “during this moratorium the committee would solicit stories worldwide for Book Two.” The 1993 WSC extended the moratorium another five years for both Book One and Book Two based on a *CAR* motion. Following WSC 1994, the WSCLC formed a workgroup to develop a plan for personal stories for Book Two of the Basic Text. In or about September of 1994 the WSCLC agreed to put an issue discussion paper in the 1995 *CAR* on this subject. (The 1995 WSC was organized as the first issue–discussion WSC. The 1995 *CAR* contained discussion papers on several subjects, giving the 1995 WSC a discussion-oriented, rather than motion-oriented agenda.) At the 1996 WSC the following motion was referred to the WSCLC: “It was M/S/R ... RSR–A, South Florida Region/RSR–A, Wisconsin Region ‘That the WSCLC solicit new stories for inclusion in Book 2 of the Basic Text.’”

In the year leading up to the expiration of the moratorium in 1998, the WSC again advanced the idea of changing Book Two, as well as adding two new chapters to Book One—a new chapter on sponsorship and one about service. The WSCLC also took the strong position that no other changes should be made to Book One. This proposal was formalized in Motion 24, the “A” list of priorities, discussed above and below. The 1998 WSC (in its handling of Motions 21/24) first adopted the WSCLC proposal (Motion 24) but then committed it to the World Board, asking that the board report back various options, timelines, and budgets for possible revisions to the Basic Text and LWB in the 2000 *CAR*. This action thereby delayed further conference consideration until WSC 2000.

To avoid any confusion, we want to note that we use the terms “Book One” and “Book Two” to refer to the two parts of the Basic Text, because the actual book itself uses these titles. However, we want to make clear that the Basic Text is one book with two parts. Under the WSC translations policy, any language editions of the Basic Text where only Book One has been translated are incomplete. Until each language community elects to translate the existing English-language stories or develops new original stories as permitted under the translations policy, these translated versions of the Basic Text are incomplete, approved works-in-progress. Many communities have not had the local resources to translate or develop stories for Book Two of the Basic Text so far, so those editions await additional development efforts by those local NA communities that have incomplete books.

The input on file relating to the Basic Text can be summarized as follows:

i) Five (5) stories have been received since the August 1997 WSCLC request for stories; additional story resources include a collection of stories in the French edition of Book Two which were recently approved. A set of stories from addicts in the United Kingdom has been assembled for the proposed U.K. edition of the LWB. A set of Swedish-language stories developed for the Swedish LWB also exists as resource material. Finally, as noted above, there are also ten stories that were solicited and received during 1987–88 for the LWB.

ii) Regarding changes to Chapters 1–10 (Book One), source material includes three (3) small folders containing input received from 1982 to the present, amounting all together to a stack of

paper less than one (1) inch thick. Most of this suggests certain word or sentence changes, sometimes with a conceptual rationale for the proposed change(s).

iii) Regarding a new chapter on sponsorship, the only source material includes: one 13-page rough draft rewrite of the existing IP prepared by an area literature committee; and one five page chapter from the work-in-progress book proposal, “Living Clean.”

iv) Regarding a new chapter on service, there are two very short and rough drafts about service. These were submitted in 1991–92 as proposals for an NA service IP. These could become source material for a Basic Text chapter on service, if not used to create an IP (see further description of the service IP proposal below). In both cases, currently available material is extremely limited.

v) Certain input and comments associated with the 26 October 1987 Basic Text survey are on file (another one-inch folder of material of limited relevance).

vi) Various motions relating to the Basic Text have been rejected by the WSC or committed to the WSCLC over the years, and these committed motions were part of the input the WSCLC considered in formulating the 1998 “A” list (Motion 24).<sup>1</sup>

The related items which could be impacted by changes in the Basic Text include *Who, What, How and Why* (IP #1), *Recovery and Relapse* (IP #6), the LWB, *An Introductory Guide to Narcotics Anonymous* and *Just for Today, Daily Meditations for Recovering Addicts*. (Of the 366 daily entries in *Just for Today*, 333—over 90%—contain quotes from the Basic Text which are expanded upon in the *Just for Today* book.) *It Works: How & Why* contains (at least) one quote from the Basic Text (p. 51). *H&I Service and the NA Member* contains one fundamental quote from the Basic Text (p. 65). The *NA Step Working Guides* has several quotes from the Basic Text.

### 3. ***Sponsorship* (IP #11)**

The fellowship approved this information pamphlet in 1983, and there have been no changes since its original approval seventeen years ago. The WSCLC first evaluated this IP and recommended revision, as an expanded booklet, by placing it on its “A” worklist in 1996. A motion at WSC 1993 from a region had sought revision of this IP. It essentially moved to the “A” worklist as a new chapter in the Basic Text in 1998 with the conference’s adoption of Motions 24 and 77. However, the conference did not make clear whether the existing IP would be replaced entirely by a new sponsorship chapter per Motion 24 or whether this IP would continue to exist as is without change alongside a new chapter. Furthermore, the conference also did not make clear what it intended by also passing Motion 77 calling for a new sponsorship booklet. Was the conference asking for a booklet in addition to a sponsorship

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<sup>1</sup> At the 1991 WSC, the following motion was committed: “That the next edition of the Basic Text, *Narcotics Anonymous*, reflect the following footnote on the cover page of Book Two, Personal Stories: ‘The language used in some of these stories is not always consistent with what we understand to be the language and terminology of NA recovery today.’”

At the 1995 WSC the following motion was referred to WSCLC: “That the next edition of our Basic Text include a chapter on sponsorship.” (Connecticut/Australia)

At the 1997 WSC the following motion was committed to appear in the 1998 *CAR*: Motion #102 RSR, Northern California/RSR, Central California, “That the WSC direct the WSCLC to begin development of a Sixth Edition of the Basic Text as soon as the moratorium expires. The Sixth Edition should include a chapter on Sponsorship, a chapter on Service and new stories of an international fellowship.” This became Motion 14 in the 1998 *CAR*, which was defeated by voice vote, as noted above (see p. 4).

chapter in the Basic Text? Was the content of the sponsorship booklet intended to be the same as the proposed sponsorship chapter and approved and published in both formats? Was the proposed sponsorship booklet intended to replace the existing IP #10, *Sponsorship*? Or did the conference want to leave that IP as is as a separate IP? Yet another possibility also would be a separate, revised IP with minor changes, different from the full-scale major new work contemplated by either a new sponsorship booklet and/or a new sponsorship chapter in the Basic Text. Answering these questions is a task that would be accomplished depending on the action the 2000 WSC takes on Motion 3 and this report.

As noted above, the only source material on file includes: one 13-page rough draft rewrite of the existing IP prepared by an area literature committee; and one five-page chapter from the work-in-progress book proposal, "Living Clean." There have also been a few pieces of input received over the years objecting to certain statements in the existing IP. For example, members of the fellowship have sent input objecting to the statement that only men sponsor men and women sponsor women, whereas a majority of the fellowship has historically supported this position in NA literature despite a lack of agreement on this point.

#### **4. *Youth and Recovery* (IP #13)**

There are four proposals that have become connected with a revision of the existing *Youth and Recovery* IP. These are: "Am I Too Young to Be an Addict?"; "Seniors in Recovery;" "So You Think You're Different;" and "Recovery Is for Everyone." Input and issues relating to these can be found on page 25: "Discussion Issue #2: Recovery Literature Targeted for Specific Needs."

#### **5. *Another Look* (IP #5)**

Further evaluation at some point is needed to achieve consensus on the possible revision of *Another Look* (IP #5). There has been reluctance to revise this IP because it was originally authored by one of NA's earliest members. Past minor revisions of this IP created some controversy. (The last revision was in 1985.) Nonetheless, the WSCLC identified this item as needing revision back in 1992 when it placed this item on its "B" worklist, and it remained there awaiting revision through 1998. The 1999 Literature Survey did not ask about this item. No input has been found in our files suggesting specific changes to this IP. The scope of any possible future revision needs evaluation.

### **Fellowship Input Proposing New Literature**

Proposals for new literature on various other topics have been on the table as potential future projects since the late 1980s. These include: (1) "What is Spirituality?;" (2) "Relationships;" (3) "Racial and Cultural Diversity;" (4) "Practicing the Principles of the Traditions;" (5) a service and recovery IP; and (6) "Recovery in Day-to-Day Life." The source material available for each of these items consists of very short and limited drafts. Each of these proposals was asked about in general terms in the 1999 fellowship literature survey. Further evaluation of the need for each of these proposals will be required if any of these items are to go forward. If need is agreed upon, then how and when any item should be developed would also have to be determined.

Regarding the service and recovery IP proposal, because it relates to a new chapter in the Basic Text, further evaluation is especially needed to achieve consensus on the scope of that proposal and related issues (IP, booklet, Basic Text chapter, or nothing). The background is that the WSCLC placed the proposal for an IP on NA service on the "C" worklist (items for regional

development) published in the 1993 *CAR*. It remained there throughout the WSC inventory years, up to and including the “C” list published in the 1998 *CAR*. However, the WSCLC also added a new “A” list recommendation for a new chapter on service for the Basic Text at that time. The source material for this potential IP consists of two short drafts. The first is a one and one-half-page draft submitted by a regional literature committee in August of 1991. The second is a four-page draft received in September of 1992, originally published in a regional newsletter. Presumably, these could be used as source material, depending upon how these two proposals were handled (i.e., a new service IP versus a new chapter in the Basic Text).

Two book-length proposals have been on hold indefinitely. One is a book geared toward members in early recovery titled “Living Clean,” which has been a potential project since 1983. Another is an anthology book of favorite *NA Way* articles (from the magazine’s beginning in 1982 up to the present). There is significant source material for both of these potential projects, but the draft material on file for “Living Clean” would require very extensive work because of serious problems with the content, style, and tone of the material.

### LITERATURE DEVELOPMENT PLAN OVERVIEW

This plan is intended to be flexible and modular (having multiple options presented for a given project or choice between projects), including costs and timelines depending on the scope option selected, as appropriate. In future years, detailed project plans to authorize specific work on specific literature items would have to be approved by the WSC to implement any plan goals.

Plans can have different levels of detail. The Fellowship Development Plan, for example, is a statement of goals. The FDP specifies what needs to be done. But the FDP does not prioritize one goal over another and generally does not say when something should be done, with some exceptions. (Some goals are tied to a time frame; some are not.) The FDP also answers the “what” question without specifying who will implement the plan and doesn’t answer questions about how goals should be accomplished (process and policy issues are not addressed).

This plan in its current form, like the FDP, offers limited detail about exactly how and when goals will be accomplished. We believe this may be contrary to the expectations of some. However, we believe this is the best approach at this uncertain time. In many cases, we just don’t know how certain tasks will be accomplished, nor do we know when it will be practical or possible to undertake many tasks. Our best thinking today is that we may do certain things one way, but we’re really not sure how we will do many things, because we’ve never done this before. Once we get into the details, we may proceed in another way. So please continue to direct us on what you want us to accomplish while allowing us the freedom to work out the details of how we deliver the products and services you need in the best possible way. The *November Conference Report* supplied some detail about the implementation of the committees during the next conference cycle (i.e., what this will mean).

The literature process itself is divided into (1) creation of new literature and (2) the revision of existing literature—each with its own aspect of fellowship involvement and its own activities and tasks in each conference cycle.

We see fellowship involvement and communication/reporting as overarching priorities that transcend all of the plan components described below. Our intention is that fellowship involvement be an integral part of all processes. Fellowship involvement would come through



all of the needs assessment tools described below, and by review and input methods. Although we see the continued English-language bias potential in this part of the process, we would expect our review and input methods to be better planned and organized, more “user-friendly,” and hopefully more effective in gathering useful fellowship input on draft recovery literature. We see fellowship involvement as part of all communication and reporting, and this finally culminates in the ultimate fellowship decision to approve (or disapprove) material. Communication and reporting are equally critical. We noted this happening via *NAWS News*, the *CAR*, the *NA Way*, special reports, the WSO website and regional/zonal events (workshops, learning days, and the proposed interactive workshop system).

We identified three major components relevant to the future creation and revision of fellowship-approved literature. These three components were: (1) identification of need; (2) development process; and (3) approval. A brief description of our initial ideas follows.

### 1) Identification of Need

*The idea behind this plan is to begin to come up with a variety of options and methods that the fellowship could use to identify its needs. We looked at ways in which we could separate “needs” from “wants” when it comes to literature development for the whole worldwide fellowship. We would like to create open dialogue. What follows are just our preliminary ideas of possible options for improving the needs assessment process. We see surveys as just one part of the needs identification process. We discussed the possibility of having surveys with open-ended questions, not just yes/no questions. The intent of this plan is to use general surveys to gather information to help set priorities, with specific followup surveys which would focus on the form or content of a given piece, the scope of a revision, the length and type of material desired about a given topic, etc. Focus groups, small group discussions at fellowship workshops, zonal forums, the proposed interactive worldwide workshop system, and other new methods would also be part of the needs identification process. Whatever tools are used, the main idea is to achieve a solid fellowship consensus at the start of the process.*

The exact process or nature of all of these evaluation tools would still have to be developed by the board, with fellowship input, in the next conference cycle (and we have talked about combinations of surveys, focus groups, workshops, etc.). But, regardless, we want to repeat that evaluation is separate from development; development cannot start without a conference-approved detailed project plan; and the literature process in *TWGWSS* remains the same.

### Four Types of Evaluation

1. Form and content of specific pieces, either new or revised. Sponsorship is an example of this type of evaluation. What form does the fellowship want: book chapter, booklet, pamphlet, or some combination thereof? What content does the fellowship need: how to sponsor, the “rules” of sponsorship, motivational piece to encourage or inspire members to get and/or to be a sponsor, general philosophical discussion of the importance of the principles of sponsorship, personal experiences (stories) re sponsorship, etc.?
2. General need/priority-setting evaluation. This is the planned type of comprehensive evaluation of all potential major topics (new and existing). This would allow potential projects to be ranked in terms of greatest need or eliminated if no need was determined.
3. Periodic evaluation of the need to revise existing literature. (See discussion below re continuing to suspend the old practice of evaluating each item on a five-year schedule;

fellowship input would be able to guide the board's consideration of a new policy to be proposed for consideration at WSC 2002.

4. A fourth type of evaluation would be cases where there was a need to engage the fellowship as a whole in considerable discussion or debate about the merits or need for a whole category or type of literature. An example of this would be the issue of literature targeted to specific segments of the fellowship. There are philosophical conflicts within the fellowship about the pros and cons of this category of literature. (See further discussion of this below.) The need for broad-based fellowship discussion of a philosophical issue of principle is what distinguishes this type of evaluation from the others. Issues of evaluating how the literature process might need to change to ensure that NA carries its written message to addicts regardless of language or culture to fulfill better this aspect of the WSC Vision Statement might be another example of an evaluation/review where philosophical principles are involved.

By using the above tools, priority recommendations could be formulated. To come up with these recommendations, we brainstormed about some specific criteria. These include: fellowship input; estimated costs (financial and human resources); length of piece; stage of development; source material; local need (language/culture); number of literature projects pending; length of time since last revision, etc. We think the bulk of the literature work occurring during the next conference cycle (2000–2002) should consist of these kinds of tasks, plus anything else needed for the World Board to get the new literature process up and running. These tasks rather than actual work on a concrete literature project should come first, particularly before any book-length piece.

## **2) Development Process**

This is a major task we will need to accomplish together during the transition of the 2000–2002 conference cycle. Issues identified this year include, without limitation, board internal development processes, fellowship review and input processes/review-form literature issues, and the need to improve the process of evaluating potential new literature projects. We also cover three development-related issues below in the section “Specific Discussion Issues—For Future Consideration.” These are: (1) the need to improve or change the process of evaluating existing literature for revision; (2) future development of literature targeted to specific groups and (3) the issue of how to make the literature development process more equitable (or more inclusive) for all language and cultural groups. The goal here is to consider how the literature development process might be improved to better live up to WSC Vision Statement's ideal: “that every addict in the world has the chance to experience our message in his or her own language and culture and find the opportunity for a new way of life.”

## **3) Approval**

The previous approval policy (still in effect until 2002) requires that the *CAR* include for fellowship consideration any approval-form recovery literature *in English only*. Further, current policy requires the distribution of the *CAR* a minimum of 90 days before each annual WSC meeting. However, the 1999 WSC passed a motion that lengthened the period of review of the *Conference Agenda Report* from 90 to 180 days, effective with the implementation of the new two-year conference cycle (which would mean the 2002 *CAR*). That same motion also required the translation of all *CAR* material (including all recovery and service material), and this change in

policy would take effect with the 2002 CAR. *The World Board is asking the fellowship to reconsider this motion. We do not believe it is possible to provide translated approval forms, even with a longer two-year work cycle.* Translating literature can take several years of collaborative efforts with local translation committees to accomplish. This is neither possible nor practical to do, even with the upcoming change from a one-year to a two-year conference cycle. (See our CAR 2000 report regarding the Two-Year Conference Project for details about this.)

#### **4) Chart Illustrating Potential Tasks in a Normal Conference Cycle**

*Attached as Appendix 2 is a chart illustrating potential tasks in a normal conference cycle.* With fellowship input, involvement, and communication as overarching priorities as noted above, tasks would include identification of needs through the evaluation of both new literature proposals and any items for revision.

The board would then formulate recommendations and prepare detailed project plans (with timelines, budgets, specific goals and objectives, etc.) for any specific items identified as prospective projects. The result of all of the above could be factored into an updated version of this literature development plan which would cover the next five conference cycles, from 2002 to 2012. This process of updating this literature development plan would become a routine task each conference cycle.

In years where the conference approved detailed project plans for specific projects, the board would implement those plans. Tasks could possibly include, without limitation, preparing review-form literature and/or approval-form literature for different projects in different stages of development, as the case might be, with the fellowship ultimately approving or disapproving any approval-form literature.

#### **5) List of Major Identified Tasks**

For each major task, Appendix 3 indicates if it is a project, a routine/basic service, or “uncertain” (where we have not yet determined this definitively). Those tasks that are presently categorized as “uncertain” will be clarified between now and WSC 2000 and incorporated into the Unified Budget proposal as appropriate. These tasks are the same as the ones listed in Motion 4 regarding affirming the general direction of this literature development plan.

### **THREE SPECIFIC DISCUSSION ISSUES— FOR FUTURE CONSIDERATION**

We welcome fellowship input on the following three specific issues for future discussion (during the next conference cycle).

#### **Discussion Issue #1: Process of Reviewing Fellowship-Approved Literature for Revision**

The chart below shows the revision history of all existing recovery literature. For each item the chart shows the original approval date, the last revision date (if any), and the date last evaluated (never, not yet due, or unknown, as the case may be).

<b>Summary of Existing Fellowship–Approved Literature</b>
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Title	Approved	Revised	Last Evaluation	Status/Comment
Little White Booklet, <i>Narcotics Anonymous</i>	Pre–1976	1986	1999	Motion 5 Issue Pending
<i>Who, What, How, and Why</i> (IP #1)	Pre–1976	1986	1999	Motion 5 Issue Pending
<i>Another Look</i> (IP#5)	Pre–1976	1985	1992	To be revised since 1992
<i>Sponsorship</i> (IP #11)	1983	Never	1997	To be revised since 1997
<i>Youth and Recovery</i> (IP#13)	1983	Never	1992	To be revised since 1992
<i>Just for Today</i> (IP#8)	1983	Never	New title 1986	Evaluation was due 1991
<i>Recovery and Relapse</i> (IP#6)	Pre–1976	1986	1986	Evaluation was due 1991
<i>Self–Acceptance</i> (IP #19)	1986	Never	Unknown	Evaluation was due 1991
<i>For the Newcomer</i> (IP #16)	1983	Never	1987	Evaluation was due 1992
<i>The Loner</i> (IP #21)	1987	Never	Unknown	Evaluation was due 1992
<i>Welcome to NA</i> (IP #22)	1987	Never	Unknown	Evaluation was due 1992
<i>Living the Program</i> (IP #9)	1983	Never	1988	Evaluation was due 1993
<i>The Triangle of Self–Obsession</i> (IP #12)	1983	Never	1988	Evaluation was due 1993
<i>One Addict’s Experience</i> (IP #14)	1983	Never	1988	Evaluation was due 1993
<i>The Group</i> (IP #2)	Pre–1976	1988	Unknown	Evaluation was due 1993
<i>Am I an Addict?</i> (IP#7)	1983	1988	Unknown	Evaluation was due 1993
<i>Staying Clean on the Outside</i> (IP #23)	1988	Never	Unknown	Evaluation was due 1993
<i>Working Step Four in NA</i>	1983	1988	Unknown	Evaluation was due 1993
<i>Behind the Walls</i>	1990	Never	Unknown	Evaluation was due 1995
<i>PI and the NA Member</i> (IP #15)	1991	Never	Unknown	Evaluation was due 1996
<i>For Those in Treatment</i> (IP #17)	1991	Never	Unknown	Evaluation was due 1996
<i>An Introductory Guide to NA</i>	1991	1992	Unknown	Evaluation was due 1997
<i>In Times of Illness</i>	1992	Never	Unknown	Evaluation was due 1997
<i>H&amp;I Service and the NA Member</i> (IP #20)	1986	1996	Not yet due	
<i>Hey! What’s the Basket For?</i> (IP #24)	1988	Never	1998	
<i>Self-Support: Principle and Practice</i> (IP #25)	1998	Never	Not yet due	
<i>Accessibility/Additional Needs</i> (IP #26)	1998	Never	Not yet due	
Basic Text, <i>Narcotics Anonymous</i>	1982	1988	Ongoing	Ongoing evaluation
<i>Just for Today</i> (book)	1992	Never	Never	Evaluation was due 1997
<i>It Works: How &amp; Why</i> (book)	1993	Never	Never	Evaluation was due 1998
<i>NA Step Working Guides</i> (book)	1998	Never	Not yet due	

From 1988 through 1998, it was the practice of the WSCLC to evaluate for possible revision each item of fellowship–approved literature every five (5) years (after each item’s approval or last revision). Because of the WSC inventory process from 1993 through 1998, evaluations did not occur. Since WSC 1998, the only evaluations have been informal efforts to construct this plan. Consequently, if we resumed the five (5) year standard at WSC 2000, the overdue backlog

scheduled for evaluation in the 2000–2002 conference cycle would be more than *three-quarters of the entire existing inventory* of fellowship-approved literature. This is an absolutely unmanageable workload of evaluations of revision items between 2000 and 2004 (and possibly beyond).

*We are drawing attention to this practice because we want to openly acknowledge that it is our intention to ignore it during the next conference cycle.* The conference's approval of Motion 4, affirming the general direction of the report, would be the vehicle for authorizing this suspension of procedure. We believe that a change to this process should be considered in the future. The board will come back with a recommendation at WSC 2002. The board welcomes input on this issue between now and then. (The board presented certain options in the draft version of this report distributed at the World Services Meeting in Hollywood, Florida, USA.)

### **Discussion Issue #2: Recovery Literature Targeted for Specific Needs**

As noted above in the discussion of Motion 49, the World Board believes the issues surrounding “Am I Too Young to Be an Addict?” need further evaluation and that there are unresolved philosophical issues relating to literature targeted to specific groups of addicts. For lack of a better term, and without prejudice for or against this type of material, we discuss such material here under the heading “Recovery Literature for Specific Needs.” NA currently has several IPs directed to specific groups of addicts (newcomers, loners, youth, addicts in treatment, institutionalized addicts, etc.). Conflicting proposals have been on the table for many years to revise one of these IPs (*Youth and Recovery*) as well as other proposals to develop new material for particular audiences (“Seniors in Recovery,” for example). The board has not yet had a complete discussion of this issue and has come to no conclusions yet. We present the discussion of some of these issues here to facilitate fellowship discussion and also to illustrate what is meant when we say there is a need for future evaluation. Stated another way, there does not yet appear to be fellowship consensus to develop such material one way versus another. We welcome fellowship input on this subject.

Why has this material aroused controversy? Without taking sides one way or the other, here are the two main points of view that we believe the fellowship will have to discuss to resolve the conflicting approaches.

Some members believe that the disease of addiction makes all members the same, and that NA has one message that need not, and should not, be targeted to specific groups. From this point of view, targeted literature is seen as unnecessary, and possibly even divisive. Concerns include not only the impact on fellowship unity, but also that such literature might divert NA from its primary purpose or create public controversy by drawing attention to segments of our fellowship that are stigmatized on the basis of age, race, creed, sex, sexual orientation, or other factors. There is also a concern that if NA opens the door for certain targeted audiences, it will then be difficult or problematic to respond fairly to every other group that wants to have NA literature targeted to a specific focus or issue.

On the other hand, other members believe that concern for our common welfare means we must take into account the needs of all of our members. The diversity of our membership requires that we consider the needs of all addicts, which may encompass significant differences that require different approaches in carrying our written message effectively. “Effective” means providing enough identification for specific groups of addicts “where empathy becomes a

healing therapy for all addicted people.” So long as NA literature is not in conflict with our core philosophy and principles, this perspective believes it is in the interest of all of NA to target literature to some specific groups so that we can better carry our message to the addict who still suffers and so that every addict has the opportunity to hear the NA message in his or her own language and culture.

The board itself has not yet had time to discuss the underlying philosophical issues and believes that fellowshipwide discussion and input will be necessary to move forward with specific literature proposals. In the largest sense, resolving the question about whether NA develops additional literature targeted to specific groups will involve considering the meaning and importance of all NA recovery literature. **What is the purpose and function of NA recovery literature? Who are the most important audiences for NA recovery literature today? What communities have the greatest need for recovery literature today?** In a consensus-based world service system, if the needs of any minority are greater than the needs of a given majority, how do we go about achieving consensus to meet those areas of greatest need and urgency, whatever those needs might be determined to be?

The board is also aware, in its role as overall administrator of the World Service Office, that requests have been received continually since the 1980s for literature that addresses certain topics and/or the needs of certain members. These requests have not only come from members who are young, old, gay/lesbian, and/or other racial or cultural minorities within the context of specific societies, but also have included requests for literature which addresses the needs of addicts who are incarcerated and/or those with certain specific physical or mental conditions and challenges. The WSO also routinely receives requests from professionals for literature targeted to certain communities. The former World Literature Committee turned over the following proposals to the board in 1998 when the conference created the new world service system.

The proposals for pamphlets on the topics racial and cultural diversity, “Am I Too Young to Be an Addict?”, *Youth and Recovery*, “So You Think You’re Different,” “Seniors in Recovery,” and “Recovery Is for Everyone” are not necessarily mutually exclusive. The fellowship could choose to develop any combination of these options, or none of them, in the future. The 1999 literature survey asked about the fellowship’s views about the need for several of these items, but our simple survey did not and could not evaluate the underlying philosophical issue or prioritize the development of one of these items over another. However, support for developing material on each of these topics at some point in the future exceeded a simple majority of survey respondents in all cases. Support as measured by the 1999 literature survey ranged from a low of 58% for something on the topic of racial and cultural diversity, up to a high of 78% for material on the topic of youth and recovery. We present the background about these related items below to foster further fellowship discussion.

At WSC 1996 the following motion was referred to the WSCLC: it was M/S/R (Motion #61) “That the WSCLC take the issue discussion papers titled *Racial and Cultural Diversity and Our First Tradition* as input and create an IP on this subject.” The WSCLC placed this IP proposal on its 1997 and 1998 “D” worklists as published in the *CAR*, but there is no record of any assignments or work on this proposal. At some point this item was also considered by the WSB, who were generally supportive of discussion of this issue and the development of material on this topic. However, the WSB took no official action.

“So You Think You’re Different” was a proposed revision of *Youth and Recovery* (IP #13) which was intended to change the targeted focus to one of general interest applicable to all

members who feel different for any reason. The WSCLC received this proposed rewrite in June of 1991 from a regional literature committee that reviewed the IP and came up with this direction on their own. It was not until the 1993 *Conference Agenda Report* that the WSCLC identified *Youth and Recovery* as a revision project, when the WSCLC placed it on the “B” worklist (items awaiting final development). It was not until 1997 that the WSCLC proposed (still as a “B” worklist item in the 1997 *CAR*) combining the revision of *Youth and Recovery* with “So You Think You’re Different” and two other work-in-progress proposals: “Seniors in Recovery” and “Recovery Is for Everyone.” The WSCLC repeated this plan to combine these four drafts into a new revised IP on the “B” worklist in the 1998 *CAR*.

Regarding “Seniors in Recovery,” in 1992 the WSC committed the following motion to the WSCLC: “That the WSCLC produce an information pamphlet entitled ‘Seniors in Recovery, in large print.’ [sic]” The WSCLC subsequently received a two-page draft with this title on 14 July 1992. As noted above, the WSCLC proposed on both its 1997 and 1998 “B” worklists the combination of this proposal with the revision of *Youth and Recovery* (IP #13).

The “Recovery Is for Everyone” IP proposal focuses on recognizing our similarities instead of concentrating on our differences. A one-half-page draft was received on 1 November 1992. As noted above, the WSCLC proposed on both its 1997 and 1998 “B” worklists the combination of this proposal with the revision of *Youth and Recovery* (IP #13).

As noted above, there was a further development at the 1998 WSC. The proposed draft from the Southern California Region, “Am I Too Young to Be an Addict?,” appeared in the 1998 *CAR*. The 1998 WSC committed this to the World Board and to the Motion 21/24 process. The fellowship could choose to combine this draft with the one or all four of the other related items, or develop it separately. It is up to the fellowship to discuss and decide whether to keep *Youth and Recovery* with its special focus, to change to a general focus, or to create new IPs targeted to specific groups (for example, seniors). Any combination of these options is possible and reasonable.

### **Discussion Issue #3: Making Literature Development More Equitable—Translations Issues**

The workgroup reported preliminary discussions earlier this year in *NAWS News* about possible ways in which this literature development plan and the future literature development process relate to the ideals of the WSC Vision Statement. The basic problem is that the fellowship and the conference are confused about how translations are actually accomplished. At the same time, there is a strong desire to make recovery literature available and accessible to all language and cultural groups in the most equitable way possible. These are two separate issues.

There is a need for dialogue about translations in two areas: (a) the overall process and (b) between English- and non-English-speaking communities to resolve differing perspectives based on a difference in both language and culture (this would include cultural differences among English-speaking groups).

As a first principle, the board favors increasing participation in the literature development process where possible and practical for all who want to be included.

We favor soliciting voluntary input with need assessment/evaluation activities to assist all who have a desire to participate in the process. The words “voluntary” and “desire” are key.

This is because we want to acknowledge that priorities and interest in literature development vary based upon both culture and the stage of development any given NA community is in.

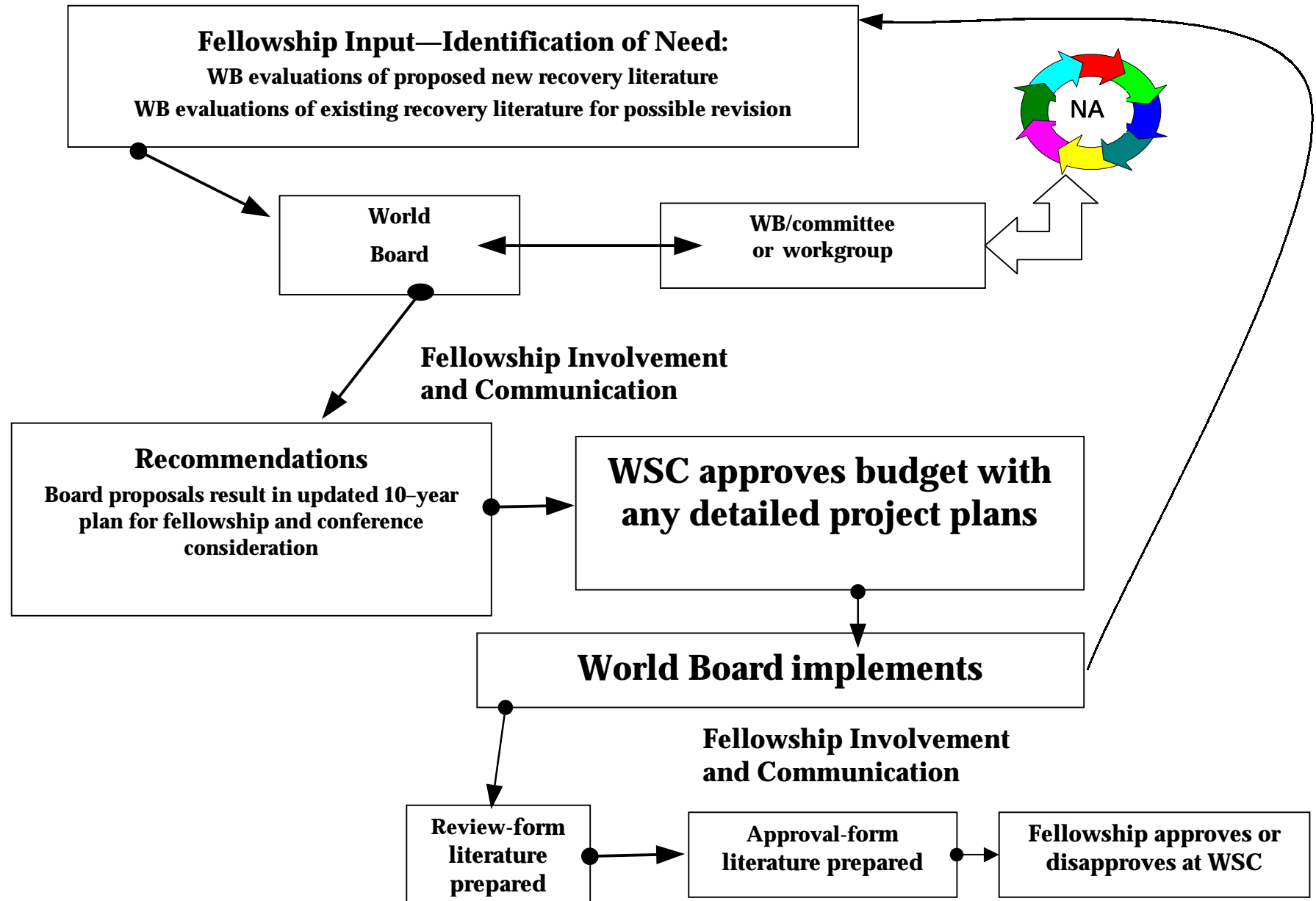
The board has committed itself to discuss this important and complex matter further in the future, but has not yet had the opportunity to have a full discussion of these issues. We welcome fellowship input on this topic in the meantime. Please see our June *NAWS News* report on this subject if you want more background information (available at [www.na.org](http://www.na.org) or upon request). We plan to prepare a discussion paper on this topic at some point in the future.



<p><b>Appendix 1—From The 2000 <i>CAR</i>, Four Board Motions re the Motion 21 Project</b></p>
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In the 2000 *CAR*, this section of the report containing a discussion of four board motions for conference action may be found beginning on page one of the *CAR*. When distributed separately, this Appendix 1 shall constitute a reprint of that section of the *CAR* in full.

## Appendix 2—Potential Tasks in a Normal Conference Cycle



<p align="center"><b>Appendix 3—List of Major Identified Work Tasks in This Report/Plan</b></p>
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Major Tasks	Routine/Project/Uncertain
A. Implement the Publications Committee; This Includes Developing Evaluation Tools to Identify Fellowship Needs for the Creation and Revision of Recovery Literature and to Achieve Consensus About Priorities.	Uncertain
<i>B. Depending on the Outcome on Motions 1 and 2</i> (see above), Prepare a Detailed Project Plan to Evaluate Revisions and/or Additions to the Basic Text and the Little White Booklet.	Project
<i>C. Depending on the Outcome on Motions 1, 2, and 3</i> (see above), Begin Evaluation of New Sponsorship Material & Report to WSC 2002.	Project
D. Develop a Bulletin on the Internet and the Eleventh Tradition.	Routine
E..Develop a Discussion Paper re Surveillance and the Little White Booklet.	Routine
F. Gather Fellowship Input on Future Discussion Issue #1, “Process of Reviewing Fellowship–Approved Literature for Revision,” and Give Update to WSC 2002.	Routine
G. Gather Fellowship Input on Future Discussion Issue #2, “Recovery Literature Targeted for Specific Needs,” and Give Update to WSC 2002.	Routine
H. Gather Fellowship Input on Future Discussion Issue #3, and Develop a Discussion Paper About Translations.	Routine
I. Prepare an Updated 5–10–Year Literature Development Plan for WSC 2002.	Routine

**Policies Affected as a Result of the  
Two-Year Conference Cycle Motions**

**and**

**1999 *A Temporary Working Guide to Our  
World Service Structure***  
**(Showing the policy affected)**

## Changes to Policy Resulting From the Two-Year Conference Cycle Motions

After some initial attempts to give a motion-by-motion breakout of all of the policies that would be affected by the adoption of the Two-Year Conference Cycle motions, it became apparent that the current version of TWGWSS does not lend itself to this type of delineation. There are related policies scattered throughout the document, as well as policies that have not been totally in effect for years, such as election procedures. We believe that an overly detailed—and therefore extremely confusing—delineation of policy changes would certainly satisfy the policy fans among us, but it would not serve our delegates or our home group members in understanding what, exactly, they were voting to change.

In an effort to simplify this process, we have identified three major categories of policy that require review by our membership so that they can reasonably understand what will change as the result of the Two Year Conference Cycle motions in this year's *Conference Agenda Report*. This is the same process that was used in 1998 for the motions from the Transition Group and seemed to help members understand what was being asked of them. The new policies are contained within the motions being presented.

The three categories we have identified are:

- (1) **Unaffected Policies**—these will remain unchanged and are in the following version of the 1999 TWGWSS in normal text;
- (2) **Eliminated Policies**—these will be removed from world services' policy as a result of the motions being offered and are in the following version of the 1999 TWGWSS as struck through text;
- (3) **Partially Affected Policies**—these are changed somewhat in the new language we are proposing and are in the following version of the 1999 TWGWSS as italicized text.

### Unaffected Policies

1. The purpose and function of the World Service Units of Narcotics Anonymous remains unchanged.
2. The NA World Services Vision Statement remains unchanged.
3. The first paragraph of the World Service description remains unchanged.
4. The description of the World Service Office remains unchanged.
5. The World Board External Guidelines remains unchanged.
6. The World Service Conference Mission Statement remains unchanged.
7. The WSC Co-Facilitators description remains unchanged.
8. Items L through O under Operational Guidelines of the World Service Conference remains unchanged.
9. The External Guidelines for the World Pool and the Human Resource Panel remain unchanged. Only the motions from the Human Resource Panel seek to change any language in this section.
10. The Guidelines for the Unified Budget for NA World Services remains unchanged.
11. Addendum 3: Public Relations Statement of Purpose remains unchanged.
12. Addendum 4: World Services Translation Policy remains unchanged.

### **Eliminated Policies**

1. Under the section of World Service Conference Elections, items A-4, A-5 and B have been eliminated since they have not been in practice for years..
2. The Procedure for Seating of Regions at the WSC has been eliminated and replaced by the language in the proposed motion.
3. Addendum 1, World Level Public Information Contingency plan has been eliminated as an outdated and unnecessary policy.

### **Partially Affected Policies**

1. The second paragraph of the World Service description has been rewritten to reflect current practice.
2. The sections on the World Service Conference, Basic Format of the World Service Conference, Conduct of business at the conference, and Input to the conference have been revised and replaced by new language.
3. Items A, B and C under Operational Guidelines of the World Service Conference have been revised and included under the conference description.
4. Items E through J and P under Operational Guidelines of the World Service Conference have been revised and included under the conference description, zonal forums, or in the operational guidelines section. Although the language is changed, the policies themselves remain in place.
5. Item K under Operational Guidelines of the World Service Conference has been changed to reflect a longer CAR deadline.
6. WSC Consensus and Voting Protocol has been included with language added to describe consensus building and a revision to the description of number three.
7. The WSC Recovery Literature Process remains unchanged with the exception of the time involved for the approval of material that is contained in the CAR. Language has been added to indicate that additional policies affecting recovery literature can be found in the *Fellowship Intellectual Property Trust*.
8. Significant WSC Actions and Amendments to the Temporary Working Guide remains largely unchanged. The motion concerning zonal forums has been included in the new motion being offered this year. We also propose to move the policy for changes to the Steps and Traditions to the section regarding recovery literature but not to change the policy. The motion regarding implementation of a two-year conference adopted 4/27/98 and the change to the *Conference Agenda Report* adopted 4/27/99 would both be deleted in the 2000 TWGWSS.
9. The two sections on World service has been combined, revised and included in the new language being proposed.
10. Addendum 2 has been changed to include a description of all WSC publications and the timeline for the Conference Agenda Report has been changed in one of the motions offered.
11. Addendum 5: World Services Travel Guidelines remains unchanged with the exception of annual references.
12. Addendum 6: World Convention Guidelines remains unchanged but the maps have been consolidated.

**1999 TWGWSS WITH CHANGES RESULTING FROM THE TWO-YEAR  
CONFERENCE CYCLE MOTIONS INDICATED**

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## THE PURPOSE AND FUNCTION OF THE WORLD SERVICE UNITS OF NARCOTICS ANONYMOUS

- The purpose of the *World Service Conference* is to be supportive of the fellowship as a whole, and to define and take action according to the group conscience of Narcotics Anonymous.
- The purpose of the World Board of Narcotics Anonymous World Services, Inc. is to contribute to the continuation and growth of Narcotics Anonymous. The board serves as a primary resource for the NA fellowship by providing the support needed to carry our message while ensuring that the service and support provided are of the highest quality possible. The World Board manages all activities of world services including oversight of the operations of the fellowships primary service center, the World Service Office.
- The purpose of the *World Service Office*, our main service center, is to carry out the directives of the World Service Conference in matters that relate to communications and information for the Fellowship of NA, its services, groups, and members. The World Service Office achieves this purpose by maintaining correspondence with NA groups and service committees, by printing and distributing WSC-approved literature, and by maintaining the archives and files of Narcotics Anonymous.

### NA WORLD SERVICES VISION STATEMENT<sup>1</sup>

All of the efforts of Narcotics Anonymous World Services are inspired by the primary purpose of the groups we serve. Upon this common ground we stand committed.

Our vision is that one day:

- Every addict in the world has the chance to experience our message in his or her own language and culture and find the opportunity for a new way of life;
- NA communities worldwide and NA world services work together in a spirit of unity and cooperation to carry our message of recovery;
- Narcotics Anonymous has universal recognition and respect as a viable program of recovery.

As our commonly held sense of the highest aspirations that set our course, our vision is our touchstone, our reference point, inspiring all that we do. Honesty, trust, and goodwill are the foundation of these ideals. In all our service efforts, we rely upon the guidance of a loving Higher Power.

### WORLD SERVICE

World services are those services which deal with the problems and needs of NA as a whole, and which NA offers to its members, its groups, and to society. The basic purposes of our world services are communication, coordination, information, and guidance. We provide these services so that our groups and members can more successfully carry the message of recovery, and so that our program of recovery can be made more available to addicts everywhere.

~~Our world services include two specific bodies: the World Board and the World Service Conference. These two bodies of service are interrelated and work together to benefit all of NA. However, each body of world service functions within its own framework and guidelines.~~

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<sup>1</sup> Adopted 28 May 1996, subject to review and/or revision through the *Conference Agenda Report*.



~~Within our world services we again find new service concepts developing. First, our world services work for the good of all NA. Although all parts of our service structure affect and are affected by NA as a whole, only at this level do we find service bodies designed to deal with problems which involve our entire fellowship. A second new concept found at this level is that of the non-addict servant. These individuals have valuable skills from which our fellowship can benefit.~~

## THE WORLD SERVICE OFFICE

Probably the single busiest part of our service structure is the World Service Office (WSO). WSO is the main contact and distribution point.

One of the most important functions of the WSO is to link our widespread groups and members into a single, cohesive fellowship. The WSO stays in close contact with our groups, areas, and regions. This contact is maintained through correspondence, our quarterly newsletter, and through the delegates within our service structure. WSO offers considerable aid to new groups, existing groups with special problems, institutional groups, groups outside the United States, members who travel extensively, and loners. This aid is in the nature of sharing the experience which other groups and members have reported to the WSO, and by putting those who seek aid in touch with other groups or members within our fellowship. The WSO is also available to aid conventions and World Board committees, etc.

The World Service Office publishes *The NA Way Magazine*, our fellowship's international journal. The magazine provides both a forum for sharing about NA recovery, unity, and service, as well as information about world services. Produced in English, *The NA Way* is translated into the primary languages spoken in Narcotics Anonymous. The magazine is distributed four (4) times a year at no cost to subscribers to every trusted servant and NA group contact address in the WSO database, as well as any member who asks to be included in that mailing list. The magazine is edited by WSO staff and an editorial board consisting of members of the World Board.

Another major function of WSO is the publication and distribution of literature. This office publishes yearly a *World Phonenumber Directory*, quarterly newsletters, all World Service Conference material, and new literature in English and other languages. In order to provide these publications, WSO needs financial support. WSO is also responsible for the printing, warehousing, and distribution of all existing literature. Additionally, a number of kits such as the group starter kit are available.

In order to provide communications, coordination, information, and guidance services, the WSO must keep extensive files of correspondence and other records. These files include: letters to and from those who have contacted WSO; a file of all correspondence with each NA group; a record of all starter kits sent out; the name, address, and telephone number of all GSRs, RCMs, and RDs; and the addresses of all general service committees and their officers. Along with these files and records, WSO keeps the archives of NA's history. These archives contain relevant documents, newspaper articles, photos of original meeting places, etc. Records such as these are necessary so that we may learn from our past mistakes, stay in contact with all of NA, and serve our fellowship.

One of the most difficult jobs of the World Service Office is dealing with public anonymity breaks. Due to the nature of our fellowship, no part of our service structure should ever serve as a disciplinarian. This would not be in keeping with our basic principles. When public anonymity breaks do occur, the WSO does function in an educational role. We try to explain to the individual or group and the media involved that actions of this type are in violation of our traditions, and that this type of publicity can potentially cause grave problems which could

threaten the survival of our fellowship. It is never our place to attempt to punish—we can only try to prevent the recurrence of this type of problem.

The final WSO function we shall discuss is that of public relations. Much of our mail consists of requests for information from individuals, agencies, and other drug programs. It is our policy to answer each inquiry; however, we stress that our function is not informational or referral. Our program is principles and people. Our relationship with those outside our fellowship is cooperative, and our traditions make it clear that we must stay unattached if we are to survive.

The World Service Office is our fellowship's main service center. To meet our needs as a growing fellowship, our services need to operate as efficiently and effectively as possible within the spiritual principles of the NA program.

The World Board of Narcotics Anonymous World Services, Inc. provides direct oversight for all world service activities, including the World Service Office. Narcotics Anonymous World Services, Inc. is a registered, nonprofit corporation in accordance with the laws of the State of California and the United States Federal Government. Within the bylaws there are specific sections which state the purpose and relationship of Narcotics Anonymous World Services, Inc. to the World Service Conference of NA and our Twelve Traditions. These bylaws further acknowledge the right of the conference to make specific recommendations to the World Board regarding its general operations.

## **WORLD BOARD EXTERNAL GUIDELINES**

These guidelines are amendable only by action of the World Service Conference.

### **World Board's Mission**

The mission of the World Board is to contribute to the continuation and growth of Narcotics Anonymous. The board serves as a primary resource for the NA Fellowship by providing the support needed to carry our message while ensuring that the service and support provided are of the highest quality possible.

### **Accountability Statement**

The World Board is the service board of the World Service Conference. As such, it is accountable to the World Service Conference and ultimately to the final authority within our service structure as stated by our Second Concept—the groups, who retain the final responsibility and authority for all NA services. In accordance with the principle of delegation described in our Third Concept, the World Service Conference, on behalf of the groups, delegates to the World Board the authority to provide effective services.

### **Purpose of the World Board**

**The purpose of the World Board is to:**

- Carry the message of recovery to addicts who still suffer from addiction.
- Provide support to the Fellowship of Narcotics Anonymous in their efforts to provide the opportunity to recover from addiction.
- Oversee all the activities of NA world services, including the fellowship's primary service center, the World Service Office.
- Provide service to individuals or groups of addicts seeking recovery from addiction and assist the public in understanding addiction and the Narcotics Anonymous program for

recovery from addiction. Such assistance may include direct and indirect communication with addicts, organizations, agencies, governments, and the public.

- Ensure that no resources generated from Trust Properties are utilized to engage in any activities or exercise any powers that do not further the primary purpose of Narcotics Anonymous, which is to carry the message to the addict who still suffers.
- Hold and manage in trust for the fellowship the income produced by any world service activities in a manner that is within the spirit of the Twelve Steps, Twelve Traditions, and Twelve Concepts of Narcotics Anonymous.
- Hold in trust for the Fellowship of Narcotics Anonymous the rights to the exclusive control, use, printing, duplicating, sales, and use of all the intellectual properties, logos, trademarks, copyrighted materials, emblems, or other intellectual and physical properties of the WSC, or the Fellowship of Narcotics Anonymous as a whole in accordance with the will of the WSC.
- Control and manage the exclusive production, printing, manufacture or reproduction of the properties or the licensing for production, printing, manufacture of the properties of the Fellowship of Narcotics Anonymous and offer these properties for sale to the fellowship and the general public.

### **General Duties**

The duties of the World Board shall be understood to be administrative in nature. So that it can fulfill its mission and the will of the WSC, the general duties of the World Board are to:

- Communicate all world service activity to our membership in accordance with the principles embodied in our Eighth Concept.
- Oversee the operations of the fellowship's primary service center, the World Service Office.
- Administer the activities necessary for the successful operation of the World Convention.
- Hold our fellowship's intellectual properties in trust in accordance with the Fellowship Intellectual Property Trust.
- Provide support and administration for all world service meetings.
- Plan and budget for basic service provision and project development.
- Be accountable for all world service budget responsibilities.
- Select committee members for project development and completion.
- Oversee activities associated with how our fellowship and service structure interact with society.
- Oversee development of new literature, periodicals, and translations.
- Address philosophical issues and questions about our traditions and concepts, developing position papers when necessary.
- Make necessary decisions affecting NA world services when the World Service Conference is not in session, always mindful of the priorities previously established by the World Service Conference.

### **Membership**

The World Board will consist of twenty-four members elected by at least 60% of the World Service Conference. These conference-elected members will have equal participation rights, including voting on the board and at the World Service Conference. Board members may not, however, vote on items that have been submitted to the groups in the Conference Agenda Report, or on any other items of Old Business at the World Service Conference.

**Membership Qualifications**

In addition to the qualities expressed in Concept Four such as humility, integrity, trustworthiness, and strong commitment to open communication, the following qualifications for nomination and election to the World Board are written to express the variety of skills and experience necessary to the board's optimum operation. A single individual may not have all of the qualifications listed below. These qualifications should not be viewed as a list of absolute requirements, but rather as an expression of the qualities and experience that will help the board to best serve our fellowship:

- History of both completing work independently and working well within a group.
- Familiarity with and commitment to the World Service Conference vision of a global fellowship demonstrated through world service or personal life experience.
- Familiarity with Narcotics Anonymous service structure.
- Administrative skills.
- Experience with plan development and financial forecasting.
- Organizational and communication skills.
- Ability to donate sufficient time to attend meetings, travel, and to fulfill the additional commitment of board membership.
- A working knowledge of the Twelve Steps, Traditions, and Concepts.

**Clean Time Requirement**

All board members must have a minimum of ten (10) years clean.

**Terms**

The length of term for board members shall be six years. All members of the board are eligible for election for two consecutive terms.

[With regard to the initial election of World Board members, the World Board will be initially formed by an election at the conference. To establish one-third of board seats rotating every two years, the first board will have one-third serving a two-year term, one-third serving a four-year term, and one-third serving a six-year term. The length of term for the initial board members will be chosen by volunteers and then by lot at the first World Board meeting.]<sup>\*</sup>

**Quorum and Decision-Making, Internal Elections, and Removal of Members**

**Quorum and Decision-Making:** The proposed quorum for regularly scheduled meetings of the World Board equals one half of all seated members plus one (e.g., were there twenty-four seated members, quorum would equal thirteen: one half the seated members—twelve—plus one). While the board should strive for consensus, its process requires a minimum of a majority of seated board members to vote in the affirmative (i.e., a minimum of thirteen “yes” votes) to represent a decision of the World Board.

**Participation and Internal Elections:** All board members shall have the right to full participation. All voting members of the Executive Committee of the board will be elected by the board. Election to any position on the board will require a simple majority vote.

**Removal of Members:** Members may be removed from the board by a two-thirds majority vote of the board. Further, the conference may, by a 2/3 majority vote, direct the board to do so for the following causes:

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<sup>\*</sup> All bracketed items [ ] indicate terms and conditions pertinent to the transition from the old world services system to the new system being proposed. They are presented as “guidelines,” but of course will expire or roll off as the implementation of each of the system's components takes effect.

1. Failure to attend two meetings within a twelve month period.
2. Relapse as defined by the Fellowship of Narcotics Anonymous.
3. Conviction of a felony or equivalent offense during their term of office.
4. Declared to be of unsound mind by a final order of a court.
5. Misappropriation of Narcotics Anonymous World Services funds.
6. Breach of statutory duties relating to a board member's standard of conduct as defined by the law of the state of incorporation.

Once removed from the board, former members may only be reinstated by an action of the World Service Conference. Removed members retain no rights of attendance and/or participation until such time as they have been reinstated by the WSC.

In the event of vacancies on the World Board due to removal or any other cause, the World Board may not fill such vacancies. Only the World Service Conference can elect World Board members, and all vacancies will remain until the World Service Conference elections.

### **Committees of the Board**

The World Board accomplishes much of its work through its five committees: an executive committee; an events committee; a public relations committee; a fellowship relations committee; and a publications committee. There is also a group within the board known as the "guardians." All members serving in a leadership capacity for each committee will be board members in order to provide for clear lines of communication.

#### **Accountability**

Committees are answerable and responsible to the World Board. In keeping with Concept Five, the World Board, in turn, is directly accountable to the World Service Conference, thus ensuring definite and direct lines of accountability across all world service operations.

#### **Role of the Committees**

The committees provide a resource to the World Board and to the fellowship in specific areas of operations.

#### **Committee Makeup**

A minimum of four World Board members will be assigned by the full board to each committee. The number and experience of non-board committee members chosen by the board from the World Pool depends upon the projects assigned and prioritized by the WSC. Thus, each committee's size in a given year can vary, though each will always continue to exist.

#### **Responsibilities**

The following will be the committees' and guardians' composition and responsibilities:

### **The Executive Committee**

The Executive Committee will consist of the following members:

- The Chairperson of the World Board
- The Vice-chairperson of the World Board
- The Treasurer of the World Board
- The Secretary of the World Board
- The Executive Director(s) of the WSO—in a non-voting capacity

**General Duties:** The Executive Committee will uphold the duties of the corporation and its officers in accordance with all applicable laws; direct the activities and the annual performance review of the Executive Director(s) of the WSO; retain responsibility for interacting with the executive director(s) between board meetings; remain responsible for the general administrative duties of world services; and make necessary decisions affecting NA world services when the World Board is not in session, always mindful of the priorities previously established by the board.

**Election and Removal:** The Executive Committee, with the exception of the Executive Director(s) of the WSO, will be elected by a majority vote of the board. Officers of the board can be removed from office by the board with a two-thirds majority vote.

### **The Events Committee**

The Events Committee will consist of four (4) board members, with any additional committee members being selected as necessary from the World Pool.

**General Duties:** The Events Committee will be responsible for the logistical planning for WSC meetings (agenda items are actually set by the full board), the World Convention, and other world service meetings, while serving as a resource for regional/area convention committees.

### **The Public Relations Committee**

The Public Relations Committee will consist of four (4) board members, with additional committee members being selected as necessary from the World Pool.

**General Duties:** The Public Relations Committee will be responsible for activities associated with how our fellowship and service structure interface with society. The committee will also guide the way we inform the public about NA, covering all public relations with the medical profession, the criminal justice system, governmental and non-governmental organizations, and the media. The Public Relations Committee will also serve as the H&I and PI contact for our fellowship and its local service committees.

### **The Fellowship Relations Committee**

The Fellowship Relations Committee will consist of four (4) board members, with additional committee members being selected as necessary from the World Pool.

**General Duties:** The Fellowship Relations Committee will be responsible for activities associated within our fellowship and service structure, conference policy and procedures, proposed changes to our service structure.

### **The Publications Committee**

The Publications Committee will consist of four (4) board members, with additional committee members being selected as necessary from the World Pool.

**General Duties:** The Publications Committee will be responsible for overseeing the development of our fellowship's new literature, while coordinating and prioritizing the translations of existing literature, mindful of the need for conceptual fidelity of translations and literature. The committee will also be responsible for the revisions of existing literature, while serving as a resource for area and regional literature committees and local translations committees.

### **The Guardians**

The Guardians will consist of four (4) members appointed by the full board from the board's conference-elected membership.

**General Duties:** These members will serve as a resource to the fellowship, the World Board, and to the World Service Conference. Acting as a kind of “bellwether”<sup>2</sup> for our fellowship and for the World Board, the guardians shall address principle-related issues confronting our membership. A group whose responsibilities involve the very core principles of our program, the guardians are charged with the responsibility of moving proactively on such fellowship issues by developing position papers, though they also may provide guidance to our membership on issues as identified by the fellowship as problematic, controversial, and/or topical. Remaining the “guardians” of NA's Traditions and Concepts, this group will also guide the World Board in philosophical discussions that affect the continuation and growth of NA.

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<sup>2</sup> Bellwether: Refers to the practice of “belling” a member of a flock: indicates “one who takes the lead or initiative.”

**Diagram of the World Service Structure**



### THE WORLD SERVICE CONFERENCE<sup>3</sup>

The final part of our service structure is the World Service Conference (WSC). It is the nerve center of our fellowship. Our conference is the one time ~~each year~~ when all our world services come together. Unlike all other service bodies of NA service, the conference is not an entity, it is an event—the coming together. ~~In the spring of each year the Regional Delegates, the members of the World Board, its committees, and the managers of the World Service Office meet to discuss questions of significance to the Fellowship of Narcotics Anonymous as a whole.~~

~~The conference itself can last up to a week, however, the planning and implementation associated with the conference is a year-round proposition. The WSO is responsible for the administration of the conference itself. The World Board members who attend the WSC must spend time in preparation, studying problems to be discussed, and gathering information upon which decisions can be based. Each delegate must be knowledgeable about the needs and feelings of his region, and be prepared to contribute to the conference.~~

~~The conference usually begins with an opening meeting which includes opening ceremonies, an overview of topics to be presented, and a review of the meaning and effect of the Twelve Traditions.~~

~~From this general meeting, the conference splits up into committees at which all suggestions, questions, and problems which have been submitted are discussed. These topics can include anything of major importance to NA as a whole.~~

~~After the agenda for the general meeting has been prepared from resolutions gathered from the committees, all conference members get together as a body once again. At this general meeting each resolution is presented and considered. Some resolutions can be acted upon by the conference, and some must be taken back to each region, area, and group for conscience decisions. But the conference can, because of our service structure, initiate action which will benefit all members.~~

~~Once the conference has considered all resolutions and decided which require fellowshipwide group conscience votes, and which are within the realm of conference action, the committees meet once again to plan for the implementation of the conference resolutions. Based on these decisions, directives are drafted and submitted for final approval.~~

~~Then, all conference members meet together once again for the closing meeting. At this time the directives are approved and the closing ceremonies take place.~~

~~It sounds like the World Service Conference has a lot of power. This isn't true. All conference matters are conducted in strict accordance with our traditions, each conference member is a trusted servant and has shown an understanding of our traditions, and all items discussed in the conference originate within the fellowship. Due to its very nature, the conference is the servant of the fellowship.~~

~~Everything that occurs in the course of NA service must be motivated by the desire to more successfully carry the message of recovery to the addict who still suffers. It was for this reason that this work was begun. We must always remember that as individual members, groups, and service committees we are not, and should never be, in competition with each other. We work separately and together to help the newcomer and for our common good. We have learned, painfully, that internal strife cripples our fellowship; it prevents us from providing the services necessary for growth.~~

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<sup>3</sup>—This description of the WSC was contained in the original input of the WSC'79 Literature Committee. There is no record of its deletion according to the minutes of WSC'79 or subsequent conferences.

~~The intent of this service manual is to help clarify what needs to be done so that we can provide better service. The service structure of Narcotics Anonymous as described here does not exist everywhere in NA today. It is an ideal toward which we can strive, and in so doing, make recovery available to a greater number of addicts.~~

### **World Service Conference Mission Statement<sup>4</sup>**

The World Service Conference brings all elements of NA world services together to further the common welfare of NA. The WSC's mission is to unify NA worldwide by providing an event at which:

- Participants propose and gain fellowship consensus on initiatives that further the NA world services vision;
- The fellowship, through an exchange of experience, strength, and hope, collectively expresses itself on matters affecting Narcotics Anonymous as a whole;
- NA groups have a mechanism to guide and direct the activities of NA world services;
- Participants ensure that the various elements of NA world services are ultimately responsible to the groups they serve;
- Participants are inspired with the joy of selfless service, and the knowledge that our efforts make a difference.

### **World Service Conference**

*The World Service Conference is established by and is responsible to the Fellowship of Narcotics Anonymous. Its purpose is to be supportive to the fellowship as a whole, and to define and implement the policies of Narcotics Anonymous. The World Service Conference does this by joining the members, groups, areas, and regions into a unified fellowship, by dealing with the problems and the needs of the fellowship, and by actively encouraging the primary purpose and growth of Narcotics Anonymous.*

### **Basic format of the World Service Conference**

~~The tentative agenda for each year's World Service Conference is established well in advance of the conference and published in the Conference Agenda Report. The actual format of the conference varies from year to year depending on the needs of the fellowship; however, the conference agenda always includes time for a general forum, the presentation of reports (including zonal forum reports), committee meetings, consideration of motions, and elections. Additionally, the conference agenda will include an annual Development Forum.~~

### **Conduct of business at the conference**

*The World Service Conference utilizes an adapted version of Robert's Rules of Order, entitled "WSC Rules of Order," to provide an orderly way to conduct business. An understanding of the principles and appropriate use of parliamentary procedures serves to insure the orderly conduct of business, as well as to protect each member's rights.*

### **Input to the conference**

*The World Board is intended to be the work force that digests and refines ideas suggested to them and submits to the conference a finalized project or proposal. The World Board is not expected to work alone or think of everything. The fellowship is encouraged to keep informed of work the World Board is doing (via the Conference Report or minutes) and to submit their ideas and suggestions. Any member of the fellowship may submit suggestions and ideas, and every member is encouraged to do so. These ideas (called input) may be sent by a member, a*

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<sup>4</sup> Adopted 28 May 1996, subject to review and/or revision through the Conference Agenda Report.

group, or a service committee or board. Written input may be sent to the World Board in care of the WSO.

*Regions are strongly encouraged to work through the World Board with their input. Experience has shown that the utilization of the broader base and experience of the World Board allows for more adequate discussion and consideration of fellowship concerns. It should be stressed that two-way communication between the World Board and the fellowship is essential.*

### **Amendments to the guidelines**

*Any section or sections of these guidelines may be amended at any time by a two-thirds (2/3) majority vote of the World Service Conference.*

## **Guidelines of the World Service Conference**

- I. Operational Procedures of the World Service Conference
  - A. *The World Service Conference meets in the spring of each year. The last weekend in April has been arbitrarily selected as a target date; however, the actual dates of the conference may vary slightly from year to year.*
  - B. *The World Service Conference is held within seventy-five miles of the World Service Office.*
  - C. *The planning of the annual WSC meeting and WSC workshops takes a great deal of time and effort. The World Board arranges the locations, chooses the dates, approves the facility, and makes any other arrangements that are necessary. The actual agenda is then prepared and sent out to all WSC participants ninety days in advance of the meeting.*
  - D. The WSC Co-Facilitators are two (2) individuals elected by a simple majority of the World Service Conference. The purpose of the WSC Co-Facilitators is to preside over the business meeting of the World Service Conference. WSC Co-Facilitators must have a minimum of eight (8) years clean time. The term for each position will be one conference cycle. The Co-Facilitators may be elected to two consecutive terms. WSC Co-Facilitators are accountable to the World Service Conference.
    1. The duties of the WSC Co-Facilitators are to:
      - a) Preside over the business meeting of the World Service Conference.
      - b) Communicate with the World Board as necessary in order to be prepared for the conference meeting.
    2. The qualifications for the WSC Co-Facilitators are:
      - a) A demonstrated ability to preside over business meetings.
      - b) A working knowledge of WSC conference policies and procedures.
      - c) A working knowledge of Robert's Rules of Order and general parliamentary procedure.
      - d) Demonstrated organizational skills.
      - e) Holding no other world service positions or responsibilities at the time of assuming the co-facilitator's duties.
      - f) A working knowledge of the Twelve Steps, Traditions, and Concepts of Narcotics Anonymous.

- E. ~~The WSO performs the duties of the WSC secretary. These include keeping a record of the proceedings and publishing accurate minutes of the WSC within three (3) months of the close of the conference.~~
- F. The participants of the World Service Conference consist of:
1. Duly elected Regional Delegates (RDs),
  2. Members of the World Board
  3. In the absence of a duly elected Regional Delegate, the conference will recognize a qualified replacement from that region.
- G. Only conference participants are allowed to vote, make motions, or address the conference. When RDs are not on the floor of the conference, duly elected alternates may vote, make motions, or address the conference. The World Service Office Executive Director(s) will be allowed to address the conference, to make reports, answer questions, and discuss matters of their responsibility when requested by the conference.
- H. A person chairing the conference, conducting a vote, or officially counting a vote does not have a vote while serving in this capacity.
- I. All presentations, motions, statements, etc., will be made from the podium and then clearly restated by the chairperson. This is to facilitate the taping of the conference and to assure an accurate record of the proceedings.
- J. Items for consideration at the conference must be submitted in writing to the conference.
- K. Input for consideration at the conference must be submitted to the World Board 150 days prior to the conference, and distributed to the fellowship for review ninety (90) days prior to the conference.
- L. Motions submitted or committed to the World Board will include a written intent provided by the maker.
- M. That matters of procedure such as "lay on the table" require the approval of 2/3 of the members voting "yes" and "no." Matters of policy, literature approval, or matters affecting the service structure require a 2/3 majority of all registered, eligible conference participants present at the most recent roll call.
- N. That the policy of the WSC be to make tapes of the conference available for sale.
- O. When the WSC creates ad hoc committees, it will do so for specified periods of either one or two years. At the end of the specified period, such a committee automatically ceases to exist unless specifically re-authorized by two-thirds of conference participants. Re-authorization will be for no more than one year at a time.
- P. When requested by the conference, the designated representative of any zonal forum will be allowed to address the conference, make reports, and answer questions pertaining to specific information. Any zonal forum with a registered address with the WSO will receive the same WSC mailings as conference participants.

*Note: Under the rules of order of the WSC, no member may speak on a motion more than once unless others desiring to speak on the motion have done so. RD alternates are considered to be the same "member" as their respective RDs when acting as a participant. (WSC Rules of Order may be obtained from the WSO.)*

*Note: The World Service Conference does not make policy; it cannot because it is not a governing body.*

II. WSC Consensus and Voting Protocol

- A. The consensus of the World Service Conference is determined by a majority vote.
1. Each conference participant shall have one and only one vote.
  2. Any item to be voted on shall be displayed in writing before the vote.
  3. *Prior to the actual vote, a voice vote (yea-nay) will be taken to determine if the item is conference business or if it should be returned to each group for a "group conscience" vote.*
  4. Actual votes will be taken as follows:
    - a) The *chairperson* will call for a vote.
    - b) If the outcome is unclear, if any participant challenges the judgment of the *chair*, or if any participant challenges the validity of the vote in any way, then a standing vote is called.
    - c) For a standing vote the *chairperson* will ask all in favor of the item to stand and remain standing.
    - d) The number of participants standing will then be counted by three (3) independent counters (the tallies of these three counters must agree prior to continuing the voting process).
    - e) Those in favor will then be asked to sit, and the procedure will be repeated for those opposed to the item in question.
    - f) The tally of those in favor and the tally of those opposed will be compared and the position will be declared.
  5. In case of a close vote, the *chairperson* will accept a motion for one recount, or for disregarding the vote in favor of sending the item to the group level.
  6. Only RDs shall vote in old business sessions.

III. World Service Conference Elections

- A. World Board members, WSC Co-Facilitators and Human Resource Panel members are elected by the following procedures:
1. Nominations for any elective World Service Conference position are accepted from conference participants.
  2. Nominations must be seconded.
  3. The nominee is entitled to decline the nomination.
  4. ~~The names of the nominees are posted prior to the vote and each nominee briefly qualifies.~~
  5. ~~A vote is taken and repeated until a single nominee receives the support of conference participants that is necessary for the position.~~
- B. ~~In order to expedite the voting process in a case where no single nominee receives the support of a clear majority, the nominee who received the least support is excluded prior to each subsequent vote.~~
- C. That, for the purpose of nomination and election of all world service positions, nominees are not required to be present at the ~~annual~~ meeting of the World Service Conference.

*Note: The conference adopts specific election procedures at the beginning of each ~~annual~~ meeting. Please also refer to the section under Human Resource Panel.*

~~IV. Procedure for Seating of Regions at WSC~~

- ~~A. A region (for the purpose of this procedure, the term "region" refers to a region or an appropriate service body) seeking to become a WSC participant will notify the WSC in writing in care of the WSO. An information packet will be made available to the new region, parent region if there is one, and any other affected surrounding regions. Response by the requesting region will be required to any questions included in the packet.~~
  - ~~B. The World Board will compile and verify the information, making a report to the conference.~~
  - ~~C. A delegate from the requesting region will attend the conference, be introduced by the parent region or the World Board, and state the request to be seated.~~
  - ~~D. A question and answer period will be held.~~
  - ~~E. Upon two thirds majority vote of the conference participants, the new region will receive all conference participation privileges.~~
  - ~~F. The conference can grant any region not seated that year the ability to address the conference during specific sessions.~~
- V. WSC Recovery-Literature Process
- A. Review-form literature
    1. Literature developed by the World Board is sent out for a review period before the development of an approval-form draft. The time and method of this review, considering translations, is determined by the World Board based on the needs of the fellowship and the piece in development.
    2. Review-form literature is not for use or display in NA meetings.
  - B. Approval-form literature
    1. Approval-form literature is prepared by the World Board and is distributed for a period of time, considering translations, determined by the World Board of not less than *ninety days*. The length of this approval period is determined by the World Board based on the needs of the fellowship and the piece being considered for approval.
    2. Approval-form literature should not be read during NA meetings, although it may be sold and made available to members at NA meetings.
  - C. WSC Approval
    1. The conference shall not vote on any proposals to change existing fellowship-approved NA recovery literature unless such changes have appeared in the *Conference Agenda Report*.
    2. All literature submitted to the conference for approval requires a 2/3 majority vote of regional delegates and it also takes a 2/3 majority vote to withdraw current NA literature from the category of approved literature.

## **EXTERNAL GUIDELINES FOR THE WORLD POOL AND HUMAN RESOURCE PANEL**

### **Guidelines for General Eligibility and Implementation**

[Additional eligibility requirements for the World Pool, criteria for selection of nominees, and administrative policy for the World Pool will be developed by the Human Resource Panel for presentation to the 2000 World Service Conference.] \* see page 5

### **Purpose of the World Pool**

The purpose of the World Pool is to constitute a pool of trusted servants willing and qualified to serve on the World Board, the WSC Co-Facilitator positions, and the World Board's committee

projects. The pool will consist of a compilation of members' service resumés demonstrating a variety of recovery and service-related experience as well as any skills necessary for the successful completion of world level assignments.

### **Clean Time Requirement for the World Pool**

Eligibility for World Pool inclusion requires all prospective pool candidates to have a minimum of five (5) years clean.

### **Purpose of the Human Resource Panel**

The purpose of the Human Resource Panel is to:

- facilitate an election/selection process that will allow the World Service Conference to base trusted servant choices upon the principles of ability and experience.
- allow members to be nominated from around the world without having to be present at the conference to receive due consideration.
- create a more open opportunity for world services to benefit from our collective resources by providing an established and recognized process by which to do so.

### **Duties of the HRP**

The Human Resource Panel provides a list of qualified candidates to serve the fellowship by:

1. Developing a description of the desired skills and experience necessary to complete the upcoming conference cycle's projects and services based upon the World Board's formal request.
2. Utilizing all available resources for the purpose of soliciting candidates' service resumés worldwide.
3. Screening applicants' resumés for the purpose of identifying qualifications and skills.
4. Informing potential candidates as to the qualifications necessary to serve on the World Board, the terms of office, as well as of the general duties of the World Board, its committees, and the World Service Office.
5. Informing potential candidates as to the qualifications necessary to serve as the WSC Co-Facilitator or as a member of the Human Resource Panel.
6. Providing the World Service Conference with a list of individual nominees best qualified for election to the World Board and the WSC Co-Facilitator positions. These lists for the purposes of elections at the WSC will not be governed by any minimum ratio, though the HRP should strive to always offer the conference a choice in candidates. Further, the maximum candidate-to-open-position ratio should also have a limit of no more than three (3) candidates for each open position up for election.
7. Providing the World Board with a list of individuals' resumés (addicts and non-addicts) for appointment to serve on committee projects. (Clean time requirements are not applicable for non-addicts.)
8. Maintaining a pool of individuals' resumés for committee appointment in the event of a vacancy.
9. Having a face-to-face meeting or conference calls (when necessary) prior to the World Service Conference to review candidates' resumés for World Board and committee needs, determining the need for interviews of prospective candidates.
10. Being available during the conference election process to answer participants' questions. However all information about the panel's internal discussion about specific candidates will be kept strictly confidential by members of the Human Resource Panel.

**Nominations**

“Nominations” to the World Pool consist of submitting a service resumé for consideration to the Human Resource Panel. All members who meet the minimum requirements will be included in the World Pool. While local service boards’ and committees’ nominations of candidates to the World Pool are recommended, they are not required for nomination to the pool.

The Human Resource Panel will make nominations to the World Service Conference for election to the positions of World Board member and Conference Co-Facilitator. Nominations may also be made for each of these positions by conference participants, but it is recommended that all prospective candidates go through the World Pool/Human Resource process. Nominations for the Human Resource Panel will come from conference participants.

**Accountability**

The Human Resource Panel is accountable to the World Service Conference.

**Composition**

The Human Resource Panel will consist of four (4) individuals elected by a simple majority of the World Service Conference.

**Term**

The term of office for the Human Resource Panel member will be one (1) conference cycle. All members of the panel are eligible for election for two (2) consecutive terms.

**Membership Requirements**

As well as holding no other world-level service commitment by the time they assume their duties on the Human Resource Panel, all prospective Human Resource Panel members should demonstrate the following:

- Trustworthiness—possessing integrity and the ability to provide leadership (as discussed in our Fourth Concept).
- Discretion—possessing the ability to fulfill their responsibilities with the conference’s confidence that service resumé’s confidentiality will be protected.
- Experience—members should possess previous world service experience, and should demonstrate some personnel/human resources experience.
- Ability to read English.
- A working knowledge of the Twelve Steps, Traditions, and Concepts of Narcotics Anonymous.

**Clean Time**

Human Resource Panel members must have a minimum of eight (8) years clean.

**Participation by WSO Staff**

WSO staff will be responsible for ensuring that communication is forwarded through all available channels regarding the needs of the World Board. The communication will identify the types of skills and experience needed for participation on the board and its committees. The staff will also have administrative and clerical responsibilities for the HRP as well as facilitate the meetings of the HRP.

**GUIDELINES FOR THE UNIFIED BUDGET FOR NA WORLD SERVICES**

- Any new world service projects will have been thoroughly planned with an accompanying budget and timeline, and be prioritized and approved by the World Service Conference. No



prospective project may be prioritized by WSC participants unless it has been accompanied by a project timeline and budget.

- In order to reflect the realities of our service delivery system, all items submitted for budget consideration will be accompanied by an expense estimate that includes a staff-time component.
- In the unified budget, provisions will be made for the maintenance of a world services operational reserve fund.
- A four-tiered accounting process will be used in which funds shall be designated as:
  1. **Fixed Operational Funds**—funds allocated toward world service activities that are recurring in nature and have little to no functional change from budget year to budget year.
  2. **Variable Operational Funds**—funds allocated toward world service projects and/or activities that vary from budget year to budget year. This includes those items prioritized by the World Service Conference.
  3. **Capital Funds**—funds allocated toward the planned use of cash to offset the effect of depreciation, improve asset value, provide financial resources necessary to effectively address the intellectual property management called for in the FIPT, or to acquire any fixed asset that has a depreciable value.
  4. **Reserve Funds**—those allocations that are set aside to meet current and/or future financial needs.
- The fiscal year end for Narcotics Anonymous World Services, Inc. will be 30 June. [The new World Board will spend the remainder of 1998 consolidating world services' funds. The board will then develop a unified budget for the first six months of 1999 prior to presenting the first annual unified budget covering the period of 1 July 1999 through 30 June 2000 to WSC 1999. This allows the conference to impact the upcoming budget year.]
- Beginning with 1999, the world services annual report will include the decisions made at the conference, and will be issued within 90 days after the end of the fiscal year. In addition to the already established protocols for an annual report and an annual audit, the World Board will issue quarterly financial reports to all conference participants.
- New project proposals can be forwarded from the fellowship and from the board itself. One of the duties of the World Board is to develop project plans which include budgets and timelines for all prospective world service projects. The World Board will report to the conference on all ideas that they receive, and will choose to propose some of those ideas to the conference for further discussion and eventual prioritization. The board will decide which items they believe are desirable, practical, and achievable and develop project plans for these items. These will be forwarded to conference participants prior to the WSC for eventual prioritization at the conference. No project proposal would be considered for prioritization or action during the same WSC as it was originally proposed.
- All project ideas submitted to the board from the fellowship will be considered and all forwarded projects, along with the board's decisions as to which projects will be further developed, will be reported to conference participants. In the event that conference participants do not agree with the board's decision to not develop an item for prioritization, the conference may provide direction that a project plan be developed and presented to the next World Service Conference for prioritization.
- While there is no minimum or maximum number of projects that may be offered and/or prioritized, all project-related decisions will, of course, be limited by available resources, both human and financial. For the purposes of budget development and oversight, the World Board will be responsible for determining Basic Services, which will appear under

Fixed Operational Funds in the budget proposal. The conference will then prioritize projects based on available resources that will appear under Variable Operational Funds in the budget proposal and finally review and adopt the budget for the upcoming conference cycle.

**Diagram of the Process for New Projects**

## **SIGNIFICANT WSC ACTIONS AND AMENDMENTS TO THE TEMPORARY WORKING GUIDE**

*Editorial note:* On the following pages is a partial list of relevant World Service Conference actions that could not easily be factored into the text. For other conference actions resulting in changes to specific language, the changes have been made on the appropriate pages. Where language was changed or replaced, obsolete language has been deleted. For example, a motion carried on 4/25/89 stated that tapes of the annual conference would not be released. On 4/27/92 a motion carried that reversed this conference decision. Therefore, the 1989 language has been deleted. Changes have also been made as a result of changes to nomenclature (RSR to RD) in 1997, and structural changes adopted by the WSC in 1998.

### **DATE CARRIED 5/4/80**

Recommendation (carried motion) that any meeting using outside literature that is not WSC approved be dropped from any NA directories.

### **DATE CARRIED 5/3/81**

No outside issue be mentioned or listed in context with Narcotics Anonymous.

### **DATE CARRIED 5/3/81**

No outside enterprises be listed in the meeting directories.

### **DATE CARRIED 4/27/84**

That each area be requested to hold a fund-raiser for the benefit of WSC in July of each year and send the proceeds of such fund-raiser to world services; the first to be during July, 1984.

### **DATE CARRIED 5/2/85**

That an archives service be established through our WSO for the purpose of making available minutes and other written material to the fellowship at nominal cost with the inventory listed on the order form.

### **DATE CARRIED 4/29/87**

That the current funding practices of the fellowship's H&I committees, in particular the "H&I can," be removed from all NA meetings and functions and that the NA service structure provide for the needs of all H&I service efforts.

The intent of this motion is to return the responsibility for H&I funding to the service structure of NA as a whole in order to allow H&I to operate within our Twelve Traditions, and to ensure funding accountability for H&I service efforts. This will allow H&I committees to operate within the existing service structure.

### **DATE CARRIED 4/30/87**

That unless the World Board can agree by at least a two-thirds majority, articles be brought to WSC before publication.

### **DATE CARRIED 4/26/88**

A committee responsible for originating publications or motions adopted by the WSC is authorized the discretion to update statistical information and/or forms on a yearly basis by submitting to the WSO a letter of instruction for the change to be made in the next printing, provided that the letter is adopted by the committee at a conference workshop.

### **DATE CARRIED 4/26/89**

That NA World Services, Inc. be instructed to include in the WSO inventory items of merchandise (including jewelry and other popular items purchased by NA members) that contain representations of the NA logo for sale to members and service committees.

**DATE CARRIED 4/23/91**

To reaffirm and ratify that the ownership of all of NA's intellectual and physical properties prepared in the past, and to be prepared into the future, is held by Narcotics Anonymous World Services, Inc., which holds such title in trust on behalf of the fellowship of Narcotics Anonymous as a whole, in accordance with the decisions of the World Service Conference.

**DATE CARRIED 4/23/91**

To reaffirm that Narcotics Anonymous World Services, Inc is the exclusive publisher and distributor of all World Service Conference-approved literature, including all books, pamphlets, handbooks, and other intellectual and physical properties, as directed by the Fellowship of Narcotics Anonymous through the World Service Conference.

**DATE CARRIED 4/25/91**

That the World Board retain responsibility to coordinate and report on efforts to address the isolated groups/meetings issue. Concerning the "What Is an NA Group?" issue, the conference accepted the following resolution: "That these isolated groups, whether they are currently groups or merely striving to be groups, that in either instance, they deserve the service of the WSO, and we would request the WSO to respond to their needs."

**DATE CARRIED 4/25/91**

The voting participants of the 1991 World Service Conference, after much discussion and consideration of several motions, voted to issue the following statement to the fellowship:

*"The Basic Text, Fifth Edition, is the only edition of the Basic Text that is currently approved by the World Service Conference of Narcotics Anonymous for publication and sale. The World Service Office Board of Directors is entrusted with the responsibility for protecting the fellowship's physical and intellectual properties, including the Basic Text, and at the board of director's discretion, shall take legal action to protect those rights against any and all persons who choose to infringe upon this literature trust."*

**DATE CARRIED 4/29/92**

That the World Board coordinate a world unity day.

**DATE CARRIED 5/2/92**

Resolved that, as Narcotics Anonymous is a worldwide fellowship whose primary purpose transcends national boundaries, cultural barriers, and linguistic differences:

1. For both the general purposes of NA world services and the specific purposes of the World Service Conference of Narcotics Anonymous, there are neither "foreign" languages nor "foreign" countries.
2. The World Service Conference has elected to use English as the working language of its plenary and committee meetings, records, and primary reports.

**DATE CARRIED 5/2/92**

*The World Service Conference affirms that zonal forums, as service-oriented sharing sessions that provide the means by which NA communities can communicate, cooperate, and grow with one another, are valuable components of NA. We support the continued work of the zonal forums that exist today worldwide and encourage any further efforts NA communities may take to support one another.*

**DATE CARRIED 5/2/92**

That the WSC confirms the use of contract writers who are NA members and who work within our literature development process to draft and edit NA literature.

**DATE CARRIED 4/26/93**

That the World Service Conference solicit oral or written histories from members with substantial clean time, regarding history of NA, to be held at the World Service Office in the archives, until a history project is approved.

**DATE CARRIED 05/28/96**

Resolution A: To approve *in principle* a change in participation at a new WSC to achieve the following objectives:

1. to reduce the total number of representatives;
2. to provide for equal representation from all geographic entities; and,
3. to encourage a consensus-based decision-making process

**DATE CARRIED 05/29/96**

To adopt the following as WSC policy: Any WSC proposal or action to change NA's Twelve Steps, Twelve Traditions, and Twelve Concepts for NA Service, name, nature, or purpose should be approved directly by the groups through a group tally process, administered according to the following guidelines:

- A registration period, sufficient for non English speaking fellowships to translate proposals or actions (by local translation committee or WSO) will be held to allow all groups who choose to participate, to register for the tally with WSO.
- At the close of the registration period, the WSO will announce the total number of registrations to all WSC participants.
- At the WSC the World Board will provide the conference with a motion to consider the validity of the database based on a comparison between the group tally database and the group service database.
- Numbered ballots requesting a yes, no, or abstention response will be mailed to each registered group with addressed envelopes. The groups will be provided sufficient time to return their ballots. The WSC may recommend the utilization of an outside resource to receive and count the ballots.
- In order for the tally to be valid, 75% of the groups who registered in the above named period must participate by responding.
- For each decision to pass, 75% of the groups who respond must vote in the affirmative.
- Ballot results will be reported to the fellowship.
- If the group tally affirms the decision(s), a motion will be placed in the next CAR for RD affirmation per the FIPT.

**DATE CARRIED 4/27/98**

~~To implement a two-year conference cycle beginning at the end of WSC 2000. Prior to implementation, all changes to conference policy will be presented to the World Service Conference by the World Board.~~

**DATE CARRIED 4/27/99**

~~That NA World Services publish the *Conference Agenda Report* a minimum of 180 days prior to the World Service Conference. Further, that translations as currently done to German, Spanish, French, Portuguese, and Swedish be completed prior to the release on that date. This policy to take effect in conjunction with the 2-year conference cycle.~~

### **World Service**

~~The final type of service which NA offers is world service. These are the services which deal with the situations and needs of Narcotics Anonymous and which the fellowship offers to its members, groups, and to society. The basic purposes of our world services are communication, coordination, information, and consensus. We provide these services so that our groups and members can more successfully carry the message of recovery, ensuring that our program of recovery can be made more available to addicts everywhere.~~

~~Our world services include the World Service Conference, which meets annually in open conference, and the World Board. These branches of service are interrelated and work together to benefit all of NA.~~

~~Within our world services we find new service concepts developing. Our world services work for the good of all of NA. Although all parts of our service structure affect and are affected by the NA Fellowship, only at this level do we find service bodies designed to deal with situations which involve our entire fellowship.~~

*~~Note: The three paragraphs above on world service are from the proposed revised policy manual (Green Manual, 1982). They are similar to language that was previously published in the service manual and were not removed when the first fifteen pages of the Green Manual were adopted. The language above is redundant to that shown on page 1 and has been placed here to avoid confusion.~~*

### **ADDENDUM 1: World-level Public Information Contingency Plans**

This outlines how contacts with Narcotics Anonymous by national or international electronic or print media contact should be handled.

It is very important to ask every national or international electronic media contact the following:

- What is the audience exposure likely to be? (Will it be a local, regional, national, or international broadcast or print story?)
- How is the information going to be used? (Is the context of the article or program appropriate for our message of recovery?)
- What are the scheduling and deadline requirements?

As an international fellowship, we need specific national or regional guidelines to ensure maximum support for members handling the media contacts. The trusted servants that are specified in these plans should have the most extensive experience possible in both public information work and in personal recovery. The principles contained in the guidelines below may be adapted to the needs of Narcotics Anonymous communities around the world. These should be adhered to in those countries where the trusted servants listed below are available.

#### **National or international media coverage that does not affect a member's anonymity.**

Responsibility for responding to media requests shall be assigned to the WSO PI Department coordinator in conjunction with any one of the persons listed below:

1. An officer of the World Board
2. The WSO administrator for fellowship services, or the WSO executive director(s).

#### **National or international media coverage which affects a member's anonymity.**

Contacts involving a member's anonymity require prompt response from world services. One or more of the individuals listed above should be contacted to respond with whatever assistance they can provide. These types of media contacts may require the presence of a member of the World Board or WSO staff.

Certain types of electronic media coverage involving video or film crews may require the presence of a nonaddict to be interviewed on camera in order to ensure protection of our member's anonymity. Individuals participating in any national television program are selected by the World Board.

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<sup>5</sup> The world-level contingency plan was first passed May 1, 1987, by the World Service Conference. On April 28, 1988, when the World Service Conference voted to add a new section called "PI and the Media" to *A Guide to Public Information*, an updated world-level contingency plan was a part of the material that was approved. The updated version appears on this page.



## ADDENDUM 2:

### The World Service Conference Report

The *World Service Conference Report* is a periodic publication of the World Service Conference which has evolved as a means of providing continuing information to conference participants about the activities of world services. These reports contain information on the status of major projects, suggestions for new work, and problems that have been encountered. Through the periodic *World Service Conference Reports*, the World Board may keep conference participants informed of progress on items that may eventually be contained in the *Conference Agenda Report*. Regional Delegates may also provide reports to be included, subject to editorial review by the World Board. The frequency of publication may change from year to year. The report is distributed to all conference participants. Single and bulk subscriptions to the *World Service Conference Report* may be purchased from the World Service Office by any NA member, group, service board, or committee.<sup>6</sup>

### The Conference Agenda Report

*The Conference Agenda Report is distributed ninety days prior to the opening day of the conference.* The report contains the proposals and motions that the fellowship is being asked to consider and form a fellowship wide group conscience on. One copy of the report is mailed to each voting participant of the conference, each RD alternate, and the mailing address of each region. Additional copies may be purchased by NA members from the WSO. The price established for the report may vary from year to year depending on the cost of production. The *Conference Agenda Report* also includes an easy-to-read glossary of terms.

The *Conference Agenda Report* includes reports, proposals, and motions from the World Board and may include proposals or motions from regions. *(Regional motions will be included as Addendum #1 and have the same number when presented on the conference floor.)* All motions will include a written intent. Regions are allowed up to 150 words to describe the reasoning behind and consequences of their regional motions in the *Conference Agenda Report*.

Statements of the financial impact of each motion appearing in the CAR will be included each year from the World Board. Reports may include a summary of events leading to the presentation of the proposals that are included. Material presented to the fellowship for approval will be written in a form that lends itself to a yes-no vote and specifies the conceptual changes involved to affirm and support this process. Only material approved by the World Board is sent out to the fellowship in "approval-form."

The World Service Conference will place issue discussion topics into the *Conference Agenda Report* and the final two topics will be selected by the fellowship.

~~Motions in the CAR that involve changing guidelines will include only that section of the manual being amended.~~

All motions submitted to be placed in the *Conference Agenda Report* that attempt to change, amend or delete WSC Policies, shall include those policies, or sections of those policies, it attempts to amend. Further, it shall be the responsibility of the maker of the motion to provide this information along with the motion.

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<sup>6</sup> ~~At WSC '90 this paragraph was revised to reflect the changing of the name of this periodical from Fellowship Report to World Service Conference Report.~~

**ADDENDUM 3:  
PUBLIC RELATIONS STATEMENT OF PURPOSE**

Narcotics Anonymous is a worldwide organization based on a twelve-step approach to recovery whose primary purpose is to help any individual stop using drugs. Our message is that an addict, any addict, can stop using drugs, lose the desire to use, and find a new way to live. Through our group meetings, members learn how to live drug-free and recover from the effects of addiction in their lives. For the purpose of our public relations, NA services cooperate with the public by providing information about recovery from drug addiction. Furthermore, we seek to increase the awareness of NA's existence through presentations, media exposure, and telephone services. These cooperative efforts enhance our relationships with those outside our fellowship. As a result, we further our primary purpose. This statement of purpose will provide the base from which to develop the following objectives for a long-range public relations plan:

1. Help the still suffering addict find the NA program.
2. Help clarify the role of NA in the community.
3. Develop and communicate a positive image of the NA program to society at large.
4. Increase the awareness of individual NA members about their role in NA's public image.
5. Develop cooperative relationships with professionals.

## **ADDENDUM 4: WORLD SERVICES TRANSLATIONS POLICY**

### **Purpose**

The purpose of this policy is to assure the development and production of quality translations of NA conference-approved literature.

### **Objectives**

1. Provide assistance for translation of NA conference-approved literature.
2. Ensure that translations of NA conference-approved literature maintain the spirit of the NA message as well as the integrity of the Twelve Steps and Twelve Traditions.
3. Assure that all legal documentation, copyright releases, etc., needed to protect the translation of NA material is collected.
4. Provide for an annual translation priority schedule.
5. Facilitate the approval of the Basic Text personal stories.
6. Ensure that the final approval of the blueline proof of the translations be done by the local communities.

### **Approval of translations**

The World Service Conference does not actually approve translations of literature. It delegates that responsibility to the World Board. All literature that has been translated and approved for printing will have as part of the publishing legend the wording, "This is a translation of NA conference-approved literature." This wording indicates that the translation itself has not been approved by the World Service Conference, but that it is a translation of NA conference-approved literature.

### **Service material**

The approval procedure for translated versions of existing service manuals may differ from that outlined for conference-approved recovery literature. Some NA communities may decide to translate only those parts that are most helpful or applicable to them. Local communities are encouraged to develop sections for these manuals that reflect local practices. Copies of these drafts should be sent to the World Board so that they can be shared as a resource with others. Condensed versions of several manuals are available through the World Service Office.

### **Basic Text and little white booklet personal stories**

The original English-language Narcotics Anonymous Basic Text and Little White Booklet were developed with two distinct sections. The first section, Book One in the text, describes recovery in a very general manner and imparts the experiences common to most, if not all, members. The purpose of these sections is to reveal to the reader the common threads of identification from the many diverse backgrounds of our members. The personal stories contained in Book Two and the Little White Booklet, on the other hand, are meant to give readers a very personal identification with the specific experiences and circumstances shared in story form by individual author(s).

The NA Basic Text is translated from English into other languages, including the Queen's English, in such a way as to achieve the same purposes. In order to fulfill the purpose of Book Two, new, original personal stories may be developed. Personal stories will be approved by each language group and evaluated by the World Board. When new stories are approved for printing, notification will be sent to the World Service Conference.

Book Two of the Basic Text can be composed of either:

- a. all new indigenous stories,

- b. a combination of indigenous and original English-language stories, or
- c. all the original English-language stories.

Guidelines for the creation and development of new personal stories are available through the World Service Office.

**Other original material**

Other original material is referred to the World Board for recommendation and/or consideration.

## ADDENDUM 5: WORLD SERVICES TRAVEL GUIDELINES

### Purpose

The Executive Committee of the World Board makes decisions about the necessity, goals, and activities related to travel at the world level of service in Narcotics Anonymous.

### Goals

1. To help to ensure that world service travel produces the highest quality results.
2. To help to ensure that world service travel is planned, evaluated, and followed up in a way consistent with the philosophy of the Fellowship of Narcotics Anonymous.

### Primary activities

1. Conducts planning and evaluation meetings to review and approve all travel proposals.
2. Makes personnel assignments for all proposed travel
3. Keeps the fellowship informed of all planned and completed travel activity by regularly publishing its decisions.
4. Evaluates completed travel activities, especially as they may affect future travel plans.

### Quorum and voting

A quorum will be established. Individual members of the Executive Committee shall abstain from voting on discretionary travel for themselves.

### Planning Procedures

The Executive Committee reviews all requests by where they have been placed in the funding priorities set ~~annually~~ by the World Service Conference. Availability of funds is also considered.

For world service requests, a funding request form must be submitted with full information before the request will be considered. For requests from the fellowship, a letter providing full information about the request is needed.

The dates for the quarterly consideration of all requests will be publicized in advance. To facilitate long-term planning, this will include preparing a travel-plan outline for presentation to the WSC for the following conference ~~year~~.

Whenever possible, known worldwide fellowship trips and non-NA events will be considered on a conference-~~year~~ basis. This assists in the effectiveness of planning and prioritizing for these trips.

### Reporting Procedures

The committee will regularly report its routine decisions to WSC participants. Any discussions of a philosophical nature will be included in the *Conference Report*. A summary of Travel Committee decisions for the ~~year~~ will be presented before each ~~annual~~ meeting of the WSC.

### Types of Travel

Funding is typically approved for world service travel to the following types of events. This may change from ~~year to year~~, depending on the priorities set at the ~~annual~~ WSC. These events include the World Service Conference, WSC workshops, World Board meetings, World Convention site visits, special conference projects meetings, non-NA events, and fellowship requests.

Due to limited funding and personnel, preference must be given to multiregional events and forums. Requests for attendance at convention workshops are usually not approved due to limited time available on the convention agenda. Requests for assistance in problem resolution, particularly in isolated or emerging NA communities, will be

considered a priority. With all requests, the nature of the event and the needs of the requesting NA community are considered.

## **GUIDELINES FOR TRAVEL PLANS**

### **Two travel together**

Most world service travel will include teams composed of at least two participants. Two-member teams stand a better chance of effectively communicating with the many types of people encountered in world service travel. Such teams also help dispel the perception that any one person can or should speak for world services. Each member of a team can also provide emotional and spiritual support to the other while trying to accomplish the purpose of the trip. Although two-member teams are preferred, there are times when this will require assessment.

### **Choose from current participants**

Current members of the world service team—WSO administrative and coordinating staff, members of the World Board and its committees, and RDs—are already familiar with the critical discussions currently taking place in the world service community. Because of their positions, they are already either directly or indirectly responsible to the World Service Conference. Because of these two factors, current world service participants are the first to be chosen when composing travel teams. However, if current participants are not available for a given trip, former participants may be asked to travel.

### **Combine trips**

To maximize the benefits received from world service travel expenditures, trips will be planned in such a way as to fulfill multiple purposes whenever possible. To accomplish this, long-range planning is required.

### **Prepare carefully**

Informed, prepared travelers taking well-planned trips produce the benefits our fellowship expects from world service travel expenditures. The Executive Committee of the World Board will do whatever it can to ensure that adequate planning and preparation occur.

### **Lodging only in commercial facilities**

It is preferred that travel teams plan to stay in commercial facilities. The nature of world service travel trips, perceptions of a preference for a particular local member and their views, and past experience have all proved that this is the most effective.

## **PERSONAL EXPENSE ALLOWANCE AND REIMBURSEMENT FOR WORLD SERVICE TRAVEL**

World service travelers may claim reimbursement for specified expenses for each day of travel on an approved world service trip. Typical expenses allowed under the policy are for meals, transportation and ground transportation, parking fees, tolls, and tips. Allowance limitations are established by the US Internal Revenue Service for business travel in the US and by the US State Department for business travel outside the US. Those limitations as published will be used to administer this policy.

~~Each year~~ at the annual meeting of the WSC, newly elected and continuing trusted servants will be given a written description explaining all processes and procedures to be followed by world services travelers. Included in the package will be the kind of expenses that can be reimbursed, the limits of reimbursement, which items require receipts, expense forms, advances, and how to submit claims for reimbursement.

Air transportation will be reserved and ticketed through the WSO or its agent, whenever possible. Travelers should make air travel arrangements as far in advance as possible.

Travelers are responsible for their tickets once they have been received. The use of other modes of transportation is permitted, but only the most economical mode of transportation will be reimbursed.

It is the policy of NA world services to use reasonably priced facilities. Reimbursement for lodging commonly will be for double occupancy. NA world services does not reimburse for companion accompaniment.

Fraudulent claims or violations of the policy and/or procedures can result in one or more of the following actions:

- Request for repayment of all unauthorized expenditures.
- Rejection of reimbursement for submitted expenses.
- Rejection of request for travel advance.
- Suspension of trusted servant from office.

### **Credit Cards**

In recent years we have found it productive to use credit cards to facilitate the service responsibilities of specific individuals in world services. NAWS, Inc. maintains a policy on the use of credit cards for employee responsibilities and has since their initial use. It seems responsible to apply those parameters to credit card use for WSC responsibilities. These policies will ensure that credit card use conforms to a standard set of guidelines.

### **Distribution of cards**

- A. The issuance of credit cards *for WSC responsibilities* is subject to the approval of the Executive Committee of the World Board. Each person approved for credit card issuance shall be provided a Conditions of Authorized Use form, which must be completed, signed, and on file prior to issuance of a credit card.
- B. Board or committee members who reside outside the continental United States may be issued credit cards to facilitate the fulfillment of their service responsibilities, at the discretion of the Executive Committee of the World Board
- C. Board and committee members may be issued credit cards on a temporary basis for a designated trip or function. All cards issued under this criteria will be returned to the WSO by registered mail within thirty days of completion of the trip or function. All invoices or other accompanying documentation shall be returned at the time of card surrender.
- D. All cards shall be returned within thirty days of the closure of the term of office of the card holder. All invoices or other accompanying documentation shall be returned at the time of card surrender.
- E. WSO executive staff shall have the authority to cancel all cards on the closure of a term of office based upon the surrender criteria outlined above.

### **Credit card expenditures**

All expenditures on the credit card must be substantiated by the receipts issued at the time of card use. Individuals utilizing the credit cards will submit an expense statement accompanied by the invoice(s) resulting in card use—not the credit card slip, but the actual hotel bill, car rental agreement, etc. All receipts will be attached to the permanent record of the trip or function. World service credit cards shall not be used to cover personal expenses not directly related to the trip or function, even though the individual may intend to repay the conference for the expenditures. The Executive Committee of the World Board shall conduct quarterly audits and/or reviews of WSC credit card activity by all trusted servants and report such findings to the fellowship in the *Conference Report*.

**Credit card misuse**

Any alleged inappropriate and/or unauthorized credit card use, or persistent failure to submit appropriate documentation of credit card use, requires a thorough investigation by the committee. The committee will review all necessary documentation and request written statements of explanation from the individual involved and anyone else who may have knowledge of the situation. A determination will be made by the committee and reported to the fellowship. The determination of the committee can result in one or more of the following actions:

- Reinstatement of credit card privileges, if previously removed.
- Revocation of credit card privileges.
- Request for repayment for all unauthorized expenditures.
- Rejection of reimbursement for submitted expenses.
- Suspension of trusted servants from office.

**THEFT**

Those traveling with NA world services equipment should leave a list of the items they are taking with the World Service Office, including serial or identification numbers and other information that may be necessary in making reports to police or transportation companies. The theft of equipment belonging to NA world services should be reported to the WSO not later than the next working day. When in doubt, contact the WSO immediately.

NA world services will not assume any financial responsibility for the loss of travelers' personal items unless the loss is the result of actions beyond the control of the traveler, such as loss caused by transportation company personnel. Claims for such losses should be made in writing within thirty days of the loss and should include a detailed report of the items lost and their value.

**ACCIDENT, INJURY, AND LIABILITY**

Nonemployees who may from time to time travel at the expense of NA world services do so voluntarily. It is mutually understood that NA world services does not assume any liability for personal injury or loss of personal property to nonemployees traveling at the expense of NA world services. Furthermore, NA world services does not assume any liability for personal injury or loss of property to others who may suffer loss of property or become injured as a result of nonemployee travel.

**HEALTH INSURANCE**

World services does not carry blanket health coverage for travelers. If a trusted servant planning to travel outside his or her home country does not have personal health coverage, she or he should inform the World Board Executive Committee prior to accepting any travel assignment. If you have any questions or concerns about accident, injury, liability, or health coverage, please call the WSO before accepting or planning a world services trip.



## ADDENDUM 6: WORLD CONVENTION GUIDELINES

### World Convention Zone Rotation Plan

Historically, the World Convention has usually been held the first weekend in September, which is the Labor Day holiday weekend in the USA. However, the World Board retains the right to set the date of the world convention as appropriate. The World Convention for Narcotics Anonymous will be held every two years.

1998	Zone One	Western North America
<b>2000</b>	<b>Zone Two</b>	<b>Latin America (Central and South America)</b>
2002	Zone Three	Caribbean and Eastern North America
<b>2003</b>	<b>Southern California</b>	<b>Special Fiftieth Anniversary Convention</b>
2005	Zone Four	Asia Pacific
<b>2007</b>	<b>Zone Five</b>	<b>Central North America</b>
2009	Zone One	Western North America
<b>2011</b>	<b>Zone Six</b>	<b>Europe, Africa, and Middle East</b>
2013	Zone Three	Caribbean and Eastern North America
<b>2015</b>	<b>Zone Five</b>	<b>Central North America</b>

While we expect that these zones may need to be adjusted at the end of the proposed cycle, if no adjustment is needed the rotation will begin again.

#### **Zone One (Western North America)**

*Canada:* Yukon Territory, Saskatchewan, Alberta, British Columbia.

*USA:* Alaska, Washington, Montana, Wyoming, Idaho, Oregon, California, Nevada, Utah, and Arizona.

*Mexico:* Baja California Norte y Sur.

#### **Zone Two (Latin America [Central and South America])**

*Central America:* Belize, Honduras, Guatemala, Nicaragua, El Salvador, Costa Rica, and Panama.

*South America:* Colombia, Venezuela, Peru, Bolivia, Ecuador, Chile, Argentina, Paraguay, Uruguay, Brazil, French Guiana, Suriname, and Guyana.

#### **Zone Three (Caribbean and Eastern North America)**

*Canada:* Quebec, Nova Scotia, New Brunswick, Prince Edward Island, and Newfoundland.

*Mainland USA:* Maine, Vermont, New Hampshire, Massachusetts, Connecticut, Rhode Island, New York, New Jersey, Pennsylvania, Delaware, Maryland, District of Columbia, Virginia, West Virginia, North Carolina, South Carolina, Georgia, Alabama, and Florida.

*Caribbean:* Bahamas, Turks and Caicos Islands, Cuba, Haiti, Dominican Republic, Jamaica, Puerto Rico (USA), Virgin Islands (British and USA), Trinidad and Tobago, Grenada, Dominica, Saint Lucia, Saint Vincent and the Grenadines, Antigua and Barbuda, Saint Christopher-Nevis, Netherlands Antilles, Barbados, Guadeloupe, and Martinique.

**Zone Four (Asia Pacific)**

*Baltic States:* Estonia, Latvia, and Lithuania.

*CIS:* Belarus, Ukraine, Moldova, Russian Federation, Georgia, Armenia, Azerbaijan, Kazakhstan, Uzbekistan, Turkmenistan, Tajikistan, and Krgyzstan.

*Central, East Asia:* Mongolia, Peoples Republic of China, Democratic Peoples Republic of Korea, Republic of Korea, Hong Kong, Macau, Vietnam, Laos, Cambodia, Thailand, Malaysia, Singapore, and Myanmar.

*Indian Subcontinent:* Bangladesh, Bhutan, Nepal, India, Sri Lanka, Maldives, Pakistan, and Afghanistan.

*Pacific:* Republic of China, Japan, Philippines, Indonesia, Papua New Guinea, Brunei, Australia, New Zealand, Melanesia, Micronesia, and Polynesia.

**Zone Five (Central North America)**

*Canada:* Ontario, Manitoba, and Northwest Territories.

*USA:* Michigan, Minnesota, Wisconsin, North Dakota, South Dakota, Iowa, Illinois, Indiana, Ohio, Kentucky, Tennessee, Missouri, Nebraska, Colorado, Kansas, Oklahoma, Arkansas, Mississippi, Louisiana, Texas, and New Mexico.

*Mexico:* Sonora, Chihuahua, Coahuila, Nuevo León, Tamaulipas, Sinaloa, Durango, Zacatecas, San Luis Potosí, Nayarit, Aguascalientes, Veracruz, Guanajuato, Jalisco, Colima, Michoacán, México, Distrito Federal, Tlaxcala, Hidalgo, Querétaro, Puebla, Morelos, Guerrero, Oaxaca, Tabasco, Chiapas, Campeche, Yucatán, and Quintana Roo.

**Zone Six (Europe, Africa, and the Middle East)**

*Europe:* Finland, Sweden, Norway, Denmark, Poland, Czech Republic, Slovakia, Hungary, Romania, Bulgaria, Turkey, Greece, Albania, Macedonia, Yugoslavia, Bosnia-Herzegovina, Croatia, Slovenia, Austria, Germany, Switzerland, Liechtenstein, Italy, Monaco, France, Spain, Portugal, Belgium, Netherlands, Luxembourg, United Kingdom, Irish Republic, and Iceland.

*Middle East:* Lebanon, Syria, Iraq, Iran, Jordan, Israel, Kuwait, Saudi Arabia, Bahrain, Qatar, United Arab Emirates, Oman, and Yemen.

*Africa:* Egypt, Libya, Algeria, Morocco (and Western Sahara), Mauritania, Mali, Niger, Chad, Sudan, Eritrea, Djibouti, Ethiopia, Somalia, Kenya, Tanzania, Uganda, Zaire, Central African Republic, Congo, Gabon, Equatorial Guinea, Cameroon, Nigeria, Benin, Togo, Ghana, Côte D'Ivoire, Cape Verde, Burkina Faso, Liberia, Sierra Leone, Guinea, Guinea Bissau, Senegal, São Tomé and Príncipe, Angola, Zambia, Malawi, Mozambique, Madagascar, Zimbabwe, Botswana, Lesotho, South Africa, Swaziland, and Namibia.

## **Zone Maps**

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### **Bidding to Host a World Convention**

During the initial phase of the site selection process for a particular zone, the board will notify the fellowship through world service publications. The regions in the zone will be contacted by letter and asked whether they are interested in hosting a world convention should a city in their region be selected. The board may request specific information about regional convention history and the number of meetings and groups. Any region also has the ability to request that a specific city be considered by the board. All such cities will be subject to the site selection process as described in these guidelines.

For the purposes of bidding to host a world convention, the requesting region understands that they are agreeing to provide the necessary people for a local host committee with the purpose, composition, and responsibilities set out in these guidelines.

### **Site Selection Process**

The World Board considers many factors during the site selection process. The potential affect of a world convention on the local NA community, the desire and ability of the local community to host a world convention, and sites of previous world conventions are all important considerations. Other factors which are considered during the site selection process are the availability of facilities for convention activities, aspects of the city which add a unique local flavor to the convention, and anything else which would make the overall package more attractive to our members.

The World Board has the responsibility to research, negotiate, and approve all potential sites for the world convention. The planning period for the world convention will vary from zone to zone. The first step in the selection process is to identify and list all cities in the zone which meet the following ideal standardized criteria:

#### **For USA, Canadian cities**

- One million population in the metropolitan area
- One hundred groups/meetings in the region.
- International airport
- Sufficient number of hotel rooms and meeting space available for time needed

#### **For all other cities**

- A half million population in the metropolitan area
- Fifty groups/meetings in the region/NA community
- Twenty-five groups/meetings in the city itself
- International airport
- Sufficient number of hotel rooms and meeting space available for time needed.

The initial list of eligible cities is then reviewed by the board in light of achieving the objectives of the corporation. A feasibility study of the remaining cities is then conducted. Based on this study, cities will be identified for negotiations, and reports on these negotiations will be developed for review by the World Board. The board then makes its final decision or conducts further negotiations until a final decision is made and reported to the fellowship.

### **Local Host Committee**

#### **Purpose**

Although the World Board has the responsibility for the world convention, the local host committee plays an important role its success. The purpose of the host committee is to support

the Events Committee in specific areas of convention planning and implementation by providing input, event volunteers, and assistance.

**Composition**

- The host committee shall consist of:
- Chairperson
- Vice chairperson
- Treasurer
- Secretary
- Chairs and vice chairs of all support committees

The clean time requirements for these positions shall be five years. While this is the goal, we understand that in some NA communities this may not always be possible. These positions are all elected by the hosting region.

The types of support committees of a host committee will vary from convention to convention. These committees are directly accountable to the World Board through the host committee. Their direction and focus is set by the World Board. The World Board will provide each host committee with a list of the support committee responsibilities. With this in mind, members of the World Board may be appointed to act as liaisons with each support committee.

<b>ADDENDUM C</b>
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**Proposed 2000**  
***A Temporary Working Guide to Our***  
***World Service Structure***

**Proposed 2000 Version of  
A Temporary Working Guide to our World Service Structure**

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## THE NARCOTICS ANONYMOUS SERVICE STRUCTURE

The following is a brief description of the service units of Narcotics Anonymous. A more complete description of service on the local level including groups, areas, metropolitan services, regions, etc., can be found in *A Guide to Local Services in Narcotics Anonymous*.

### The NA group

NA groups are local, informal associations of recovering addicts. They are the foundation of the NA service structure. Groups are formed for the primary purpose of carrying the NA message of recovery, and all their activities should reflect that purpose. Conducting Narcotics Anonymous meetings is the primary activity of an NA group. The group may conduct its own affairs in whatever way seems fit to its members, provided the group's actions are consistent with NA's Twelve Traditions, and do not adversely affect other groups or the entire NA Fellowship. In the conduct of the affairs of NA as a whole, the groups delegate to the rest of the service structure the responsibility for the fulfillment of NA services. Group service representatives (GSRs) are elected to participate on behalf of the groups in the area committee and the regional assembly.

### The area service committee

The area committee is the primary means by which the services of a local NA community are administered. The area committee is composed of group service representatives, administrative officers (chairperson, vice chairperson, secretary, treasurer), subcommittee chairpersons, and the area's regional committee members. The area committee elects its own officers, subcommittee chairpersons, and RCMs.

### The metropolitan service committee

A metropolitan service committee administers a single set of coordinated NA subcommittees in a city that has more than one ASC, eliminating duplication of services and providing greater effectiveness in carrying the NA message. With direct services consolidated citywide by the metro committee, the community's area committees are left free to facilitate group support.

### The regional service committee

Regional service committees exist to pool the experience and resources of the areas and groups it serves. The RSC is composed of regional committee members elected by the region's member-areas; these RCMs elect regional committee officers from among themselves. RSCs organize assemblies at which group service representatives and regional committee members discuss a wide range of service matters, including those likely to come before the World Service Conference. The region's delegate to the world conference is elected by the GSRs and RCMs at the regional assembly.

### Zonal forums

Zonal forums are service-oriented sharing sessions that provide the means by which NA communities can communicate, cooperate, and grow with one another. Although not a part of NA's formal decision-making system, world services and zonal forums interact in many ways. Zonal forums are invited to provide reports on the floor of the World Service Conference and, when requested by the conference, may also answer specific questions or address the body. In order to improve communications, they are provided with conference participant mailings and are requested to send their minutes to world services. World services typically attends zonal forum meetings, and may provide funding for some participants' attendance at zonal forums. Maintaining effective communication between the zonal forums and world services is a high

priority. In order to more effectively serve the fellowship, world services and zones should develop a partnership for the planning and conducting of the worldwide workshop system, and by assisting each other in the coordination of a variety of service efforts such as professional events and fellowship development activities.

## **NA WORLD SERVICES**

World services are those services which deal with the problems and needs of NA as a whole, and which NA offers to its members, its groups, and to society. The basic purposes of our world services are communication, coordination, information, and guidance. We provide these services so that our groups and members can more successfully carry the message of recovery, and so that our program of recovery can be made more available to addicts everywhere. Although all parts of our service structure affect and are affected by NA as a whole, only at this level do we find service bodies designed to deal with problems that involve our entire fellowship.

## **NA WORLD SERVICES VISION STATEMENT**

All of the efforts of Narcotics Anonymous World Services are inspired by the primary purpose of the groups we serve. Upon this common ground we stand committed.

Our vision is that one day:

- Every addict in the world has the chance to experience our message in his or her own language and culture and find the opportunity for a new way of life;
- NA communities worldwide and NA world services work together in a spirit of unity and cooperation to carry our message of recovery;
- Narcotics Anonymous has universal recognition and respect as a viable program of recovery.

As our commonly held sense of the highest aspirations that set our course, our vision is our touchstone, our reference point, inspiring all that we do. Honesty, trust, and goodwill are the foundation of these ideals. In all our service efforts, we rely upon the guidance of a loving Higher Power.

<sup>1</sup> Adopted May 28, 1996, subject to review and/or revision through the *Conference Agenda Report*.

## **World Service Conference**

The final part of our service structure is the World Service Conference (WSC). It is the nerve center of our fellowship. Our conference is the one time and place where all our world services come together. Unlike all other service bodies of NA service, the conference is not an entity, it is an event—the coming together. Every two years, regional delegates, the members of the World Board, and the executive director(s) of the World Service Office meet to discuss questions of significance to the Fellowship of Narcotics Anonymous as a whole. The purpose of the World Service Conference is to be supportive of the fellowship as a whole, and to define and take action according to the group conscience of Narcotics Anonymous.



### **The World Board**

The purpose of the World Board (WB) of Narcotics Anonymous World Services, Inc. is to contribute to the continuation and growth of Narcotics Anonymous. The board serves as a primary resource for the NA fellowship by providing the support needed to carry our message while ensuring that the service and support provided are of the highest quality possible. The World Board manages all activities of world services including oversight of the operations of the fellowship's primary service center, the World Service Office.

### **The World Service Office**

The purpose of the World Service Office (WSO), our main service center, is to carry out the directives of the World Service Conference in matters that relate to communications and information for the Fellowship of NA, its services, groups, and members. The World Service Office achieves this purpose by maintaining correspondence with NA groups and service committees, by printing and distributing WSC-approved literature, and by maintaining the archives and files of Narcotics Anonymous.

### **The Regional Delegate**

The regional delegate (RD) serves as the primary contact between NA's world services and the local NA community. On the one hand, the delegate provides information on current world service projects to the regional committee. On the other, the delegate provides a local perspective to the work of world services. During the delegates' term, he or she attends the World Service Conference as a fully active participant, for while the delegate is elected by and accountable to the regional assembly, he or she is not a mere messenger. The delegate is selected by the region's group representatives and RCMs to act in the best interests of NA as a whole, not solely as an advocate of his or her NA community's priorities.

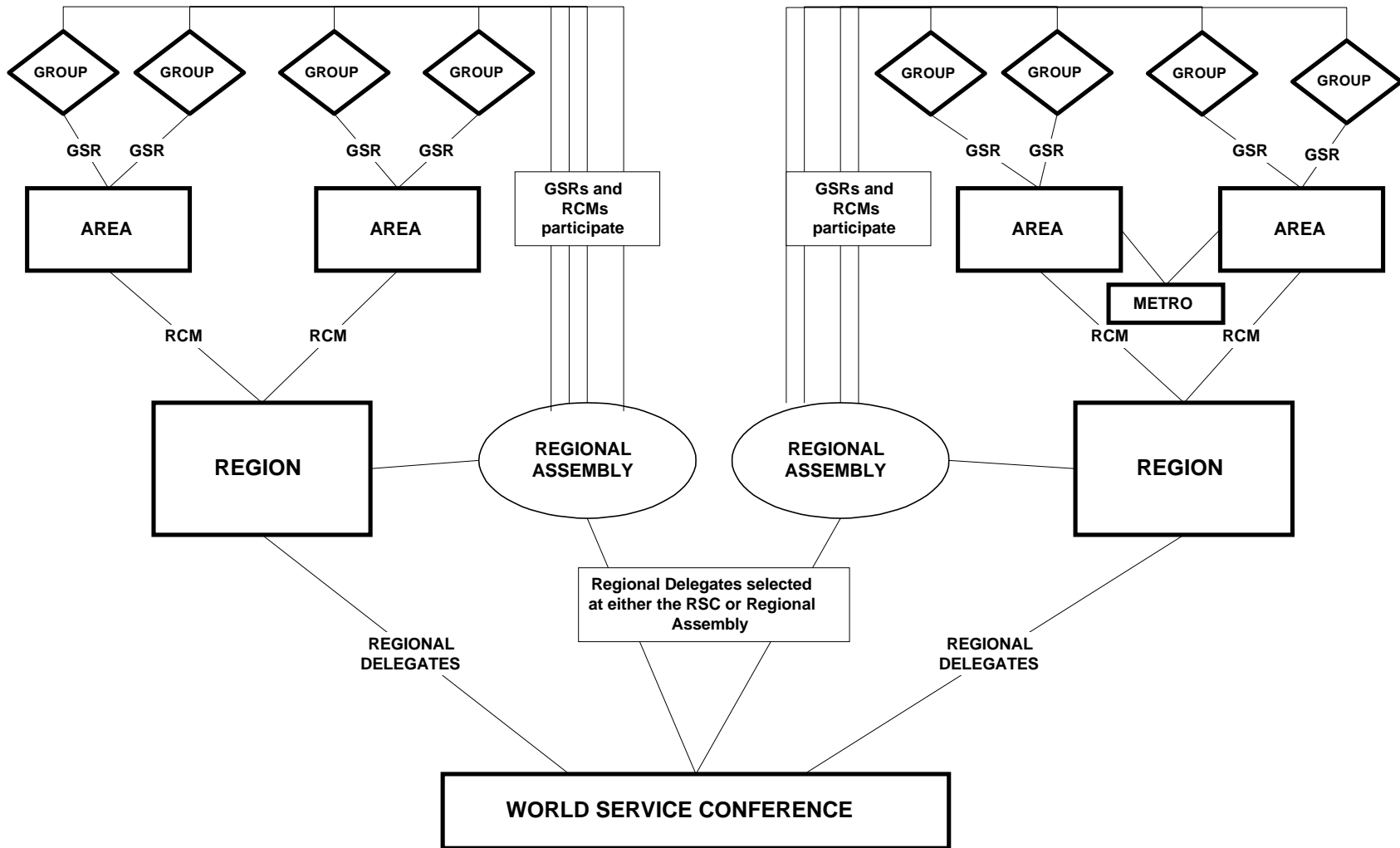
The regional delegate works closely with the region's **alternate delegate**. Like the regional delegate, the alternate is a full participant in the regional service committee. The delegate often consults with the alternate, asking for different perspectives on world service affairs and seeking to involve the alternate in helping carry the workload. Alternate delegates are welcome to attend the meeting of the World Service Conference in the company of their delegates; however, they will be recognized as full participants in the meeting of the World Service Conference only in the event of the primary delegate's absence. Seating on the floor of the conference will be limited to two—one delegate and one alternate per region.

Although not participants at the World Service Conference, the conference has created two additional components to assist it in its responsibilities. They are:

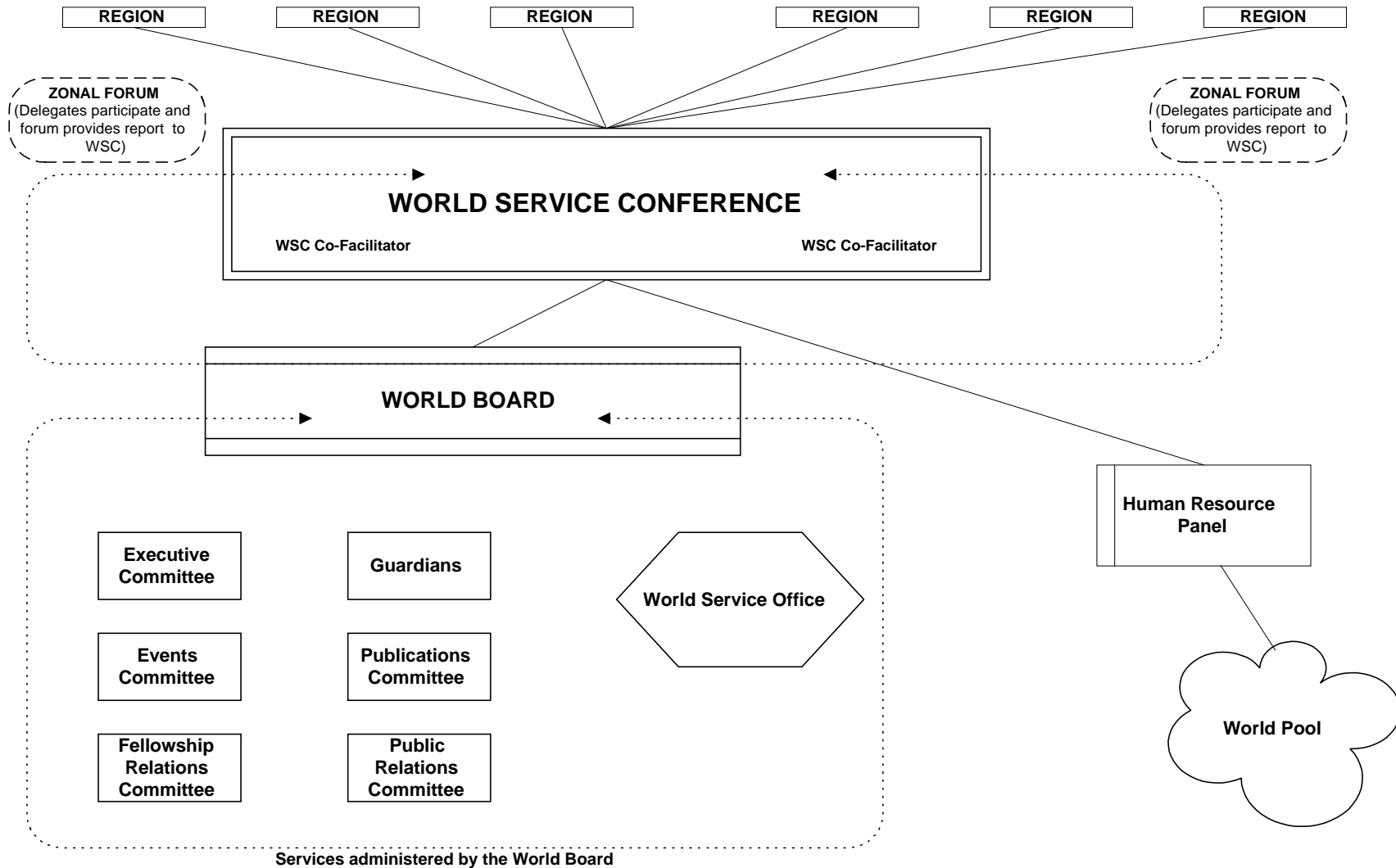
The **Human Resource Panel** (HRP) who facilitates an election/selection process that will allow the World Service Conference to base trusted servant choices upon the principles of ability and experience, helps to allow members to be nominated from around the world without having to be present at the conference to receive due consideration, and create a more open opportunity for world services to benefit from our collective resources by providing an established and recognized process by which to do so.

The **WSC Co-Facilitators** who preside over the business meeting of the World Service Conference and communicate with the World Board as necessary in order to be prepared for the conference meeting.

# Narcotics Anonymous Service Structure



# Narcotics Anonymous World Service System



## WORLD SERVICE CONFERENCE MISSION STATEMENT

The World Service Conference brings all elements of NA world services together to further the common welfare of NA. The WSC's mission is to unify NA worldwide by providing an event at which:

- Participants propose and gain fellowship consensus on initiatives that further the NA world services vision;
- The fellowship, through an exchange of experience, strength, and hope, collectively expresses itself on matters affecting Narcotics Anonymous as a whole;
- NA groups have a mechanism to guide and direct the activities of NA world services;
- Participants ensure that the various elements of NA world services are ultimately responsible to the groups they serve;
- Participants are inspired with the joy of selfless service, and the knowledge that our efforts make a difference.

<sup>1</sup> Adopted May 28, 1996, subject to review and/or revision through the *Conference Agenda Report*.

## THE WORLD SERVICE CONFERENCE

“Our common welfare must come first. Personal recovery depends on NA unity.” Nowhere in our service structure is this tradition more evident than at the meeting of the World Service Conference. Guided by our Twelve Traditions and Concepts, it is the one point in our structure where the voice of NA as a whole is brought to view and expressed on issues and concerns affecting our worldwide fellowship. The World Service Conference is not just a collection of regions; its concerns are greater than just the sum of its parts. The conference is a vehicle for fellowship communication and unity, a forum where our common welfare is itself the business of the meeting.

Conference deliberations serve the needs of a diverse membership of different languages and cultures and address the challenge of how to provide effective services to NA groups around the world. The conference works for the good of all NA, taking into account both present and future needs.

Narcotics Anonymous is a life-saving program. Our founders envisioned a worldwide fellowship of addicts when there was only one group and one meeting in the world. Our founders established a world service structure to help to carry the message to addicts everywhere, at a time when Narcotics Anonymous existed in only one country unified by a single language and culture. With an unshakable faith and belief in Narcotics Anonymous, born out of personal experiences of recovery, the creation of the World Service Conference followed in 1976. Those members—dreaming of a better day for addicts everywhere—embarked on a mission to bring together those few NA groups which existed at that time into a unified fellowship. Knowing from personal experience that the old lie, “once an addict, always an addict,” was dead, that *we do recover*, our predecessors labored to ensure the continuation and growth of NA everywhere.

That vision continues. In each biennial meeting of the World Service Conference, our fellowship comes together in one place at one time to share experience, strength, and hope with each other. The purpose remains to solve common problems among those already here and fortunate enough to have discovered this new way of life, and—more

importantly—to redouble our efforts to carry the NA message to the addict who still suffers.

### **The Meeting of the World Service Conference**

The World Service Conference meeting is held every two years. It typically takes place the last week in April within seventy-five miles of the World Service Office. Regional delegates, together with members of the World Board and the executive director(s) of the World Service Office meet to discuss questions of significance to the Fellowship of Narcotics Anonymous as a whole. In addition, the conference meeting includes members of the Human Resource Panel and the two WSC co-facilitators. All are fully funded to attend the week-long meeting.

For the purposes of decision making, conference participants are defined as regional delegates and World Board members. Regional delegates vote and make motions in all business sessions at the conference. World Board members vote only in election and new business sessions but may make motions in all sessions. The executive director(s) of the World Service Office do not have a vote or the ability to make motions at the conference meeting.

The key to the effectiveness of each conference meeting depends on the preparation of all conference participants. The amount of information that must be read and understood is quite daunting as the meeting is the culmination of a two-year process that begins at the prior conference. Months in advance the *Conference Agenda Report* is published and distributed, containing issues and proposals to be considered at the meeting. Other essential information is also provided in advance. It is the responsibility of all conference participants to arrive at the World Service Conference familiar with the provided information.

The conference week begins with an orientation. One purpose of this orientation is to familiarize participants with the goals and objectives of each session scheduled for the week and the procedures utilized by the conference. This session is purposely informal to allow participants to become comfortable with what to expect throughout the upcoming week and to identify resources available to assist them. The second purpose of this session is to help establish a sense of community among the members gathered from around the worldwide fellowship.

The opening session begins with the adoption of procedures and the minutes from the previous meeting. Regions newly seated at the prior conference are welcomed and afforded the opportunity to address the meeting about their activities and growth. Brief reports are then heard from the different entities of world services providing information to assist participants in their discussions during the week.

Much of the time spent at the conference is focused on building consensus on important agenda issues from the fellowship and world services. Consensus-building requires hearing all points of view, mutual respect, and finding the common ground that every participant can support, even when the eventual decision is not exactly as every participant may desire. Adequate discussion takes time and may occur in the conference meeting as a whole, in panels, or in small groups. Regardless of how these discussions occur, they require commitment from each participant to focus on the issues at hand. Only after adequate discussion and consensus-building has occurred, does the conference enter a business session in order to formalize its decisions.

The old business session of the meeting is to consider the issues and proposals contained in the *Conference Agenda Report*. Each item is first reviewed by the

conference to assess how much, if any, discussion needs to take place before the body is prepared to make a decision. If it appears that there is not a need for much discussion, only brief discussion will take place in the conference as a whole. If the conference needs more discussion prior to making a decision, then these discussions may take place by dividing the conference into smaller groups. When the discussions are finished, the conference is brought back together as a whole.

Although the actual agenda may vary from conference to conference, there are certain sessions that occur at every conference. Presentation and discussion sessions about fellowship issues and new project ideas precede the new business session. In this section of the week, the conference approves the budget for the next two years, provides ideas and direction to world services, approves service material that was not contained in the *CAR*, and considers the seating of new regions. Elections, zonal forum reports, and World Board meetings are also scheduled during the week.

During all business sessions, the World Service Conference utilizes an adapted form of *Roberts Rules of Order*. These rules are provided to conference participants prior to the WSC and may also be obtained by contacting the WSO.

The closing day of the conference is an opportunity for the conference to review its decisions of the week and their impact over the upcoming conference cycle. This session allows the conference participants to leave with a common understanding of the work ahead, the challenges of the next two years, and what may be expected at the next WSC meeting.

(Note: WSC 2000: This description of the conference meeting outlines many new ideas. They should be implemented on a trial basis and if ineffective they should be changed based on the experience over the next several years.)

### **The Work Cycle between Conferences**

The foundation of the conference work cycle is communication, in order to create an effective dialogue between world services components, including delegates, and the fellowship. Communications that encourage new ideas, open participation, and the opportunity for dialogue helps to build consensus and promote unity. To be successful, information must move smoothly and openly, back and forth. The responsibility for good communication falls on everyone.

Communication in-between meetings of the conference prepares conference participants to act as fully informed conference members at the next meeting. It becomes as important, if not more so, than the time spent at each conference meeting. The cycle between conferences is when most of the work, approved at the previous conference meeting, is being accomplished by world services. Communication during the cycle takes three basic forms—reports, input into the process for new projects, and participation in the worldwide workshop system and other events.

The *Conference Report*, *NAWS News*, the *Conference Agenda Report*, the *NA World Services Annual Report*, and the *Quarterly Financial Report*, are all periodic service publications published by world services. These are designed to provide information about ongoing activities of world services, updates on projects approved by the WSC, financial accountability, and upcoming issues and concerns of interest to conference participants and the fellowship. (The specifics of these publications are described at the end of this section. NA World Services also publishes numerous periodicals that are more fellowship-focused such as the *NA Way Magazine*, *Reaching Out*, and *Meeting by Mail*.)

What makes these publications successful is not only the information they convey, but also the feedback received from delegates and other members of the fellowship about the information. Ideas and suggestions, both positive and negative, are strongly encouraged and welcomed.

The World Board discusses, evaluates, and refines ideas suggested to it between conference meetings. The *Process for New Projects*, described later in this manual, depends on ideas from individuals, groups, service committees, and the World Board throughout the two-year cycle. The World Board considers all submitted ideas, proposals, and suggestions and reports its recommendations to conference participants as soon as possible. Many ideas that are received that fall under routine services or don't require conference action may be acted on without developing a conference project; others may require the board to submit a proposal to the WSC before proceeding.

Delegates should not delay submitting their ideas until the deadline for the *Conference Agenda Report*. This most likely will postpone full consideration of their idea as a project for at least two years.

In addition to the above-described written communication and process for projects, world services also plans and coordinates a worldwide workshop system in conjunction with delegates and zonal forums (up to six workshops between WSC 2000 and WSC 2002). These workshops will be rotated throughout the fellowship and are intended to help world services learn first-hand about fellowship issues and concerns and to create an opportunity for dialogue, service training and workshops, and exchanging experience with our principles. Members and trusted servants from all service levels are encouraged to participate. The actual agendas for the workshops will be developed with the delegates and zones involved to identify the goals, objectives, and issues to be addressed at each workshop.

World services also participates in other events around the fellowship during the two-year cycle. World Service Meetings are scheduled for conference participants as necessary to provide progress reports and invite input on current projects and activities. World service also attends a number of zonal forum meetings, CAR workshops, and other fellowship events.

(Note: WSC 2000: This description of the conference cycle outlines many new ideas. They should be implemented on a trial basis, and, if ineffective, they should be changed based on the experience over the next several years.)

## Conference Work Cycle

W S C	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	W S C		
		Projects approved at WSC are worked on																								
	Issues adopted at WSC are discussed fellowship wide																									
															WCNA											
		Workshops are held around the world																								
									WSM(s) may be held																	
																	← Regional Motion Deadline									
																	← CAR and Issue Paper Deadline									
																			CAR Released							
																				Translated CAR Released						
																					← Conf. Approved Service Material Sent					
																			CAR Workshops							



**WORLD SERVICE CONFERENCE PUBLICATIONS**

NA World Services produces several different publications in an effort to provide frequent and regular written communications. While each of these publications has a specific distribution list, copies are always available to any member by contacting the World Service Office and often also on the website, [www.na.org](http://www.na.org).

**NAWS News**

NAWS News is a short, easily translatable report that is published several times each year. It was created to allow the World Board to regularly report, particularly after its meetings. It is distributed to areas, regions, and conference participants in multiple languages.

**NA World Services, Inc. Annual Report**

The *NA World Services Annual Report* provides a summary of the activity of world services for the prior fiscal year and is released by the end of September. It is distributed to regions and conference participants.

**Quarterly Report**

This report is distributed to conference participants and contains financial and travel information.

**The Conference Report**

The *Conference Report* is a periodic publication of the World Service Conference that has evolved as a means of providing continuing information to conference participants about the activities of world services. These reports contain information on the status of major projects, suggestions for new work, and problems that have been encountered. Through the periodic publication of the *Conference Report*, the World Board may keep conference participants informed of the progress on items that may eventually be contained in the *Conference Agenda Report*. Regional delegates may also provide reports to be included, subject to editorial review by the World Board. The frequency of publication may change from year to year. The schedule for each year is provided to conference participants ahead of time. The report is distributed to all conference participants. Single and bulk subscriptions to the *Conference Report* may be purchased from the World Service Office by any NA member, group, service board, or committee.

**The Conference Agenda Report**

The *Conference Agenda Report* is distributed a minimum of one hundred and fifty (150) days prior to the opening day of the conference, with translated versions released a minimum of one hundred and twenty (120) days prior. The amount of material translated can vary but minimally the front portion of the CAR (which contains the reports, proposals, and motions before the conference) is translated into the languages possible. The report contains the proposals and motions that the fellowship is being asked to consider and form a fellowship wide group conscience on. One copy of the report is mailed to each voting participant of the conference, each RD alternate, and the mailing address of each region. NA members may purchase additional copies from the WSO. The price established for the report may vary depending on the cost of production. The *Conference Agenda Report* also includes an easy-to-read glossary of terms.

The *Conference Agenda Report* includes reports, proposals, and motions from the World Board and may include proposals or motions from regions. (Regional motions will be

included in their own section and have the same number when presented on the conference floor.) Regional motions must be submitted two hundred and forty (240) days prior to the opening of the conference. All motions will include a written intent. Regions are allowed up to 150 words to describe the reasoning behind, and consequences of, their regional motions in the *Conference Agenda Report*. The World Board also includes a recommendation in order to provide the fellowship with as much information as possible when considering the idea.

Statements of the financial impact of each motion appearing in the *CAR* will be included from the World Board. Reports may include a summary of events leading to the presentation of the proposals that are included. Material presented to the fellowship for approval will be written in a form that lends itself to a yes/no vote and specifies the conceptual changes involved to affirm and support this process. Only material approved by the World Board is sent out to the fellowship in "approval-form."

The World Service Conference will place issue discussion topics into the *Conference Agenda Report* and the final two topics will be selected by the fellowship.

All motions submitted to be placed in the *Conference Agenda Report* that attempt to change, amend, or delete WSC policies, shall include those policies, or sections of those policies, which each motion attempts to amend. Further, it shall be the responsibility of the maker of the motion to provide this information along with the motion.

## **SERVICE UNITS OF THE WORLD SERVICE CONFERENCE**

### **World Board External Guidelines**

The World Board also operates with a set of Internal Processes and Procedures that provide more detail about the board's internal procedures and practices. The Internal Processes and Procedures of the World Board is a working document that is amendable by the board and is available to anyone upon request. The World Board also functions legally under a set of corporate by-laws that reflect the policies provided in these External Guidelines. The External Guidelines are amendable only by action of the World Service Conference.

### **World Board's Mission**

The mission of the World Board is to contribute to the continuation and growth of Narcotics Anonymous. The board serves as a primary resource for the NA Fellowship by providing the support needed to carry our message while ensuring that the service and support provided are of the highest quality possible.

### **Accountability Statement**

The World Board is the service board of the World Service Conference. As such, it is accountable to the World Service Conference and ultimately to the final authority within our service structure as stated by our Second Concept—the groups, who retain the final responsibility and authority for all NA services. In accordance with the principle of delegation described in our Third Concept, the World Service Conference, on behalf of the groups, delegates to the World Board the authority to provide effective services.

## **Purpose of the World Board**

### **The purpose of the World Board is to:**

- Carry the message of recovery to addicts who still suffer from addiction.
- Provide support to the Fellowship of Narcotics Anonymous in their efforts to provide the opportunity to recover from addiction.
- Oversee all the activities of NA world services, including the fellowship's primary service center, the World Service Office.
- Provide service to individuals or groups of addicts seeking recovery from addiction and assist the public in understanding addiction and the Narcotics Anonymous program for recovery from addiction. Such assistance may include direct and indirect communication with addicts, organizations, agencies, governments, and the public.
- Ensure that no resources generated from Trust Properties are utilized to engage in any activities or exercise any powers that do not further the primary purpose of Narcotics Anonymous, which is to carry the message to the addict who still suffers.
- Hold and manage in trust for the fellowship the income produced by any world service activities in a manner that is within the spirit of the Twelve Steps, Twelve Traditions, and Twelve Concepts of Narcotics Anonymous.
- Hold in trust for the Fellowship of Narcotics Anonymous the rights to the exclusive control, use, printing, duplicating, sales, and use of all the intellectual properties, logos, trademarks, copyrighted materials, emblems, or other intellectual and physical properties of the WSC, or the Fellowship of Narcotics Anonymous as a whole in accordance with the will of the WSC.
- Control and manage the exclusive production, printing, manufacture or reproduction of the properties, or the licensing for production, printing, manufacture of the properties of the Fellowship of Narcotics Anonymous and offer these properties for sale to the fellowship and the general public.

### **General Duties**

The duties of the World Board shall be understood to be administrative in nature. So that it can fulfill its mission and the will of the WSC, the general duties of the World Board are to:

- Communicate all world service activity to our membership in accordance with the principles embodied in our Eighth Concept.
- Oversee the operations of the fellowship's primary service center, the World Service Office.
- Administer the activities necessary for the successful operation of the World Convention.
- Hold our fellowship's intellectual properties in trust in accordance with the Fellowship Intellectual Property Trust.
- Provide support and administration for all world service meetings.
- Plan and budget for basic service provision and project development.
- Be accountable for all world service budget responsibilities.
- Select committee members for project development and completion.

- Oversee activities associated with how our fellowship and service structure interact with society.
- Oversee development of new literature, periodicals, and translations.
- Address philosophical issues and questions about our traditions and concepts, developing position papers when necessary.
- Make necessary decisions affecting NA world services when the World Service Conference is not in session, always mindful of the priorities previously established by the World Service Conference.

**Membership**

The World Board will consist of twenty-four members elected by at least 60% of the World Service Conference. These conference-elected members will have equal participation rights, including voting on the board and at the World Service Conference. Board members may not, however, vote on items that have been submitted to the groups in the *Conference Agenda Report*, or on any other items of Old Business at the World Service Conference.

**Membership Qualifications**

In addition to the qualities expressed in Concept Four such as humility, integrity, trustworthiness, and strong commitment to open communication, the following qualifications for nomination and election to the World Board are written to express the variety of skills and experience necessary to the board's optimum operation. A single individual may not have all of the qualifications listed below. These qualifications should not be viewed as a list of absolute requirements, but rather as an expression of the qualities and experience that will help the board to best serve our fellowship:

- History of both completing work independently and working well within a group.
- Familiarity with and commitment to the World Service Conference vision of a global fellowship demonstrated through world service or personal life experience.
- Familiarity with Narcotics Anonymous service structure.
- Administrative skills.
- Experience with plan development and financial forecasting.
- Organizational and communication skills.
- Ability to donate sufficient time to attend meetings, travel, and to fulfill the additional commitment of board membership.
- A working knowledge of the Twelve Steps, Traditions, and Concepts.

**Clean Time Requirement**

All board members must have a minimum of ten (10) years clean.

**Terms**

The length of term for board members shall be six years. All members of the board are eligible for election for two consecutive terms.

[With regard to the initial election of World Board members, the World Board will be initially formed by an election at the conference. To establish one-third of board seats rotating every two years, the first board will have one-third serving a two-year term, one-third serving a four-year term, and one-third serving a six-year term. The length of term

for the initial board members will be chosen by volunteers and then by lot at the first World Board meeting.]\*

**Quorum and Decision-Making, Internal Elections, and Removal of Members**

**Quorum and Decision-Making:** The proposed quorum for regularly scheduled meetings of the World Board equals one half of all seated members plus one (e.g., were there twenty-four seated members, quorum would equal thirteen: one half the seated members—twelve—plus one). While the board should strive for consensus, its process requires a minimum of a majority of seated board members to vote in the affirmative (i.e., a minimum of thirteen “yes” votes) to represent a decision of the World Board.

**Participation and Internal Elections:** All board members shall have the right to full participation. All voting members of the Executive Committee of the board will be elected by the board. Election to any position on the board will require a simple majority vote.

**Removal of Members:** Members may be removed from the board by a two-thirds majority vote of the board. Further, the conference may, by a two-thirds majority vote, direct the board to do so for the following causes:

1. Failure to attend two meetings within a twelve month period.
2. Relapse as defined by the Fellowship of Narcotics Anonymous.
3. Conviction of a felony or equivalent offense during their term of office.
4. Declared to be of unsound mind by a final order of a court.
5. Misappropriation of Narcotics Anonymous World Services funds.
6. Breach of statutory duties relating to a board member's standard of conduct as defined by the law of the state of incorporation.

Once removed from the board, former members may only be reinstated by an action of the World Service Conference. Removed members retain no rights of attendance and/or participation until such time as they have been reinstated by the WSC.

In the event of vacancies on the World Board due to removal or any other cause, the World Board may not fill such vacancies. Only the World Service Conference can elect World Board members, and all vacancies will remain until the World Service Conference elections.

**Committees of the Board**

The World Board accomplishes much of its work through its five committees: an executive committee; an events committee; a public relations committee; a fellowship relations committee; and a publications committee. There is also a group within the board known as the “guardians.” All members serving in a leadership capacity for each committee will be board members in order to provide for clear lines of communication.

**Accountability**

Committees are answerable and responsible to the World Board. In keeping with Concept Five, the World Board, in turn, is directly accountable to the World Service Conference, thus ensuring definite and direct lines of accountability across all world service operations.

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\* All bracketed items [ ] indicate terms and conditions pertinent to the transition from the old world services system to the new system being proposed. They are presented as “guidelines,” but of course will expire or roll off as the implementation of each of the system's components takes effect.

**Role of the Committees**

The committees provide a resource to the World Board and to the fellowship in specific areas of operations.

**Committee Makeup**

A minimum of four World Board members will be assigned by the full board to each committee. The number and experience of non-board committee members chosen by the board from the World Pool depends upon the projects assigned and prioritized by the WSC. Thus, each committee's size in a given year can vary, though each will always continue to exist.

**Responsibilities**

The following will be the committees' and guardians' composition and responsibilities:

**The Executive Committee**

The Executive Committee will consist of the following members:

- The Chairperson of the World Board
- The Vice-chairperson of the World Board
- The Treasurer of the World Board
- The Secretary of the World Board
- The Executive Director(s) of the WSO—in a non-voting capacity

**General Duties:** The Executive Committee will uphold the duties of the corporation and its officers in accordance with all applicable laws; direct the activities and the annual performance review of the executive director(s) of the WSO; retain responsibility for interacting with the executive director(s) between board meetings; remain responsible for the general administrative duties of world services; and make necessary decisions affecting NA world services when the World Board is not in session, always mindful of the priorities previously established by the board.

**Election and Removal:** The Executive Committee, with the exception of the Executive Director(s) of the WSO, will be elected by a majority vote of the board. Officers of the board can be removed from office by the board with a two-thirds majority vote.

**The Events Committee**

The Events Committee will consist of four (4) board members, with any additional committee members being selected as necessary from the World Pool.

**General Duties:** The Events Committee will be responsible for the logistical planning for WSC meetings (agenda items are actually set by the full board), the World Convention, and other world service meetings, while serving as a resource for regional/area convention committees.

**The Public Relations Committee**

The Public Relations Committee will consist of four (4) board members, with additional committee members being selected as necessary from the World Pool.

**General Duties:** The Public Relations Committee will be responsible for activities associated with how our fellowship and service structure interface with society. The

committee will also guide the way we inform the public about NA, covering all public relations with the medical profession, the criminal justice system, governmental and non-governmental organizations, and the media. The Public Relations Committee will also serve as the H&I and PI contact for our fellowship and its local service committees.

### **The Fellowship Relations Committee**

The Fellowship Relations Committee will consist of four (4) board members, with additional committee members being selected as necessary from the World Pool.

**General Duties:** The Fellowship Relations Committee will be responsible for activities associated within our fellowship and service structure, conference policy and procedures, proposed changes to our service structure.

### **The Publications Committee**

The Publications Committee will consist of four (4) board members, with additional committee members being selected as necessary from the World Pool.

**General Duties:** The Publications Committee will be responsible for overseeing the development of our fellowship's new literature, while coordinating and prioritizing the translations of existing literature, mindful of the need for conceptual fidelity of translations and literature. The committee will also be responsible for the revisions of existing literature, while serving as a resource for area and regional literature committees and local translations committees.

### **The Guardians**

The Guardians will consist of four (4) members appointed by the full board from the board's conference-elected membership.

**General Duties:** These members will serve as a resource to the fellowship, the World Board, and to the World Service Conference. Acting as a kind of "bellwether"<sup>1</sup> for our fellowship and for the World Board, the guardians shall address principle-related issues confronting our membership. A group whose responsibilities involve the very core principles of our program, the guardians are charged with the responsibility of moving proactively on such fellowship issues by developing position papers, though they also may provide guidance to our membership on issues as identified by the fellowship as problematic, controversial, and/or topical. Remaining the "guardians" of NA's Traditions and Concepts, this group will also guide the World Board in philosophical discussions that affect the continuation and growth of NA.

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<sup>1</sup> bellwether: Refers to the practice of "belling" a member of a flock: indicates "one who takes the lead or initiative."

### **The World Service Office**

Probably the single busiest part of our service structure is the World Service Office (WSO). The WSO is the main contact and distribution point.

One of the most important functions of the WSO is to link our widespread groups and members into a single, cohesive fellowship. The WSO stays in close contact with our groups, areas, and regions. This contact is maintained through correspondence, our quarterly newsletter, and through the delegates within our service structure. The WSO offers considerable aid to new groups, existing groups with special problems, institutional groups, groups outside the United States, members who travel extensively, and loners. This aid is in the nature of sharing the experience which other groups and members have reported to the WSO, and by putting those who seek aid in touch with other groups or members within our fellowship. The WSO is also available to aid conventions and World Board committees, etc.

The World Service Office publishes *The NA Way Magazine*, our fellowship's international journal. The magazine provides both a forum for sharing about NA recovery, unity, and service, as well as information about world services. Produced in English, *The NA Way* is translated into the primary languages spoken in Narcotics Anonymous. The magazine is distributed four (4) times a year, at no cost to subscribers, to every trusted servant and NA group contact address in the WSO database, as well as any member who asks to be included in that mailing list. The magazine is edited by WSO staff and an editorial board consisting of members of the World Board.

Another major function of WSO is the publication and distribution of literature. This office publishes a World Phoneline Directory, quarterly newsletters, all World Service Conference material, and new literature in English and other languages. In order to provide these publications, the WSO needs financial support. The WSO is also responsible for the printing, warehousing, and distribution of all existing literature. Additionally, a number of kits, such as the group starter kit, are available.

In order to provide communications, coordination, information, and guidance services, the WSO must keep extensive files of correspondence and other records. These files include: letters to and from those who have contacted the WSO; a file of all correspondence with each NA group; a record of all starter kits sent out; the name, address, and telephone number of all GSRs, RCMs, and RDs; and the addresses of all general service committees and their officers. Along with these files and records, the WSO keeps the archives of NA's history. These archives contain relevant documents, newspaper articles, photos of original meeting places, etc. Records such as these are necessary so that we may learn from our past mistakes, stay in contact with all of NA, and serve our fellowship.

One of the most difficult jobs of the World Service Office is dealing with public anonymity breaks. Due to the nature of our fellowship, no part of our service structure should ever serve as a disciplinarian. This would not be in keeping with our basic principles. When public anonymity breaks do occur, the WSO does function in an educational role. We try to explain to the individual or group and the media involved that actions of this type are in violation of our traditions, and that this type of publicity can potentially cause grave problems that could threaten the survival of our fellowship. It is never our place to attempt to punish—we can only try to prevent the recurrence of this type of problem.

The final WSO function we shall discuss is that of public relations. Much of our mail consists of requests for information from individuals, agencies, and other drug programs.



It is our policy to answer each inquiry; however, we stress that our function is not informational or referral. Our program is principles and people. Our relationship with those outside our fellowship is cooperative, and our traditions make it clear that we must stay unattached if we are to survive.

The World Service Office is our fellowship's main service center. To meet our needs as a growing fellowship, our services need to operate as efficiently and effectively as possible within the spiritual principles of the NA program.

The World Board of Narcotics Anonymous World Services, Inc. provides direct oversight for all world service activities, including the World Service Office. Narcotics Anonymous World Services, Inc. is a registered, nonprofit corporation in accordance with the laws of the State of California and the United States Federal Government. Within the bylaws there are specific sections which state the purpose and relationship of Narcotics Anonymous World Services, Inc. to the World Service Conference of NA and our Twelve Traditions. These bylaws further acknowledge the right of the conference to make specific recommendations to the World Board regarding its general operations.

**External Guidelines for the World Pool and Human Resource Panel****Guidelines for General Eligibility and Implementation**

[Additional eligibility requirements for the World Pool, criteria for selection of nominees, and administrative policy for the World Pool will be developed by the Human Resource Panel for presentation to the 2000 World Service Conference.]

**Purpose of the World Pool**

The purpose of the World Pool is to constitute a pool of trusted servants willing and qualified to serve on the World Board, the WSC Co-Facilitator positions, and the World Board's committee projects. The pool will consist of a compilation of members' service resumes demonstrating a variety of recovery and service-related experience, as well as any skills necessary for the successful completion of world level assignments.

**Clean Time Requirement for the World Pool**

Eligibility for World Pool inclusion requires all prospective pool candidates to have a minimum of five (5) years clean.

**Purpose of the Human Resource Panel (HRP)**

The purpose of the Human Resource Panel is to:

- Facilitate an election/selection process that will allow the World Service Conference to base trusted servant choices upon the principles of ability and experience.
- Allow members to be nominated from around the world without having to be present at the conference to receive due consideration.
- Create a more open opportunity for world services to benefit from our collective resources by providing an established and recognized process by which to do so.

**Duties of the HRP**

The Human Resource Panel provides a list of qualified candidates to serve the fellowship by:

1. Developing a description of the desired skills and experience necessary to complete the upcoming conference cycle's projects and services based upon the World Board's formal request.
2. Utilizing all available resources for the purpose of soliciting candidates' service resumes worldwide.
3. Screening applicants' resumes for the purpose of identifying qualifications and skills.
4. Informing potential candidates as to the qualifications necessary to serve on the World Board, the terms of office, as well as of the general duties of the World Board, its committees, and the World Service Office.
5. Informing potential candidates as to the qualifications necessary to serve as the WSC Co-Facilitator or as a member of the Human Resource Panel.
6. Providing the World Service Conference with a list of individual nominees best qualified for election to the World Board and the WSC Co-Facilitator positions. These lists for the purposes of elections at the WSC will not be governed by any minimum ratio, though the HRP should strive to always offer the conference a choice in candidates. Further, the maximum candidate-to-open-position ratio should also have a limit of no more than three (3) candidates for each open position up for election.

7. Providing the World Board with a list of individuals' resumes (addicts and non-addicts) for appointment to serve on committee projects. (Clean time requirements are not applicable for non-addicts.)
8. Maintaining a pool of individuals' resumes for committee appointment in the event of a vacancy.
9. Having a face-to-face meeting or conference calls (when necessary) prior to the World Service Conference to review candidates' resumes for World Board and committee needs, determining the need for interviews of prospective candidates.
10. Being available during the conference election process to answer participants' questions. However, all information about the panel's internal discussion about specific candidates will be kept strictly confidential by members of the Human Resource Panel.

**Nominations**

"Nominations" to the World Pool consist of submitting a service resume for consideration to the Human Resource Panel. All members who meet the minimum requirements will be included in the World Pool. While local service boards' and committees' nominations of candidates to the World Pool are recommended, they are not required for nomination to the pool.

The Human Resource Panel will make nominations to the World Service Conference for election to the positions of World Board member and Conference Co-Facilitator. Nominations may also be made for each of these positions by conference participants, but it is recommended that all prospective candidates go through the World Pool/Human Resource process. Nominations for the Human Resource Panel will come from conference participants.

**Accountability**

The Human Resource Panel is accountable to the World Service Conference.

**Composition**

The Human Resource Panel will consist of four (4) individuals elected by a simple majority of the World Service Conference.

**Term**

The term of office for the Human Resource Panel member will be one (1) conference cycle. All members of the panel are eligible for election for two (2) consecutive terms.

**Membership Requirements**

As well as holding no other world-level service commitment by the time they assume their duties on the Human Resource Panel, all prospective Human Resource Panel members should demonstrate the following:

- Trustworthiness—possessing integrity and the ability to provide leadership (as discussed in our Fourth Concept).
- Discretion—possessing the ability to fulfill their responsibilities with the conference's confidence that service resumes' confidentiality will be protected.
- Experience—members should possess previous world service experience and should demonstrate some personnel/human resources experience.
- Ability to read English.
- A working knowledge of the Twelve Steps, Traditions, and Concepts of Narcotics Anonymous.

**Clean Time**

Human Resource Panel members must have a minimum of eight (8) years clean.

**Participation by WSO Staff**

WSO staff will be responsible for ensuring that communication is forwarded through all available channels regarding the needs of the World Board. The communication will identify the types of skills and experience needed for participation on the board and its committees. The staff will also have administrative and clerical responsibilities for the HRP, as well as facilitate the meetings of the HRP.

**The WSC Co-Facilitators**

The WSC Co-Facilitators are two (2) individuals elected by a simple majority of the World Service Conference. The purpose of the WSC Co-Facilitators is to preside over the business meeting of the World Service Conference. WSC Co-Facilitators must have a minimum of eight (8) years clean time. The term for each position will be one conference cycle. The Co-Facilitators may be elected to two consecutive terms. WSC Co-Facilitators are accountable to the World Service Conference.

The duties of the WSC Co-Facilitators are to:

1. Preside over the business meeting of the World Service Conference.
2. Communicate with the World Board as necessary in order to be prepared for the conference meeting.

The qualifications for the WSC Co-Facilitators are:

1. A demonstrated ability to preside over business meetings.
2. A working knowledge of WSC conference policies and procedures.
3. A working knowledge of *Robert's Rules of Order* and general parliamentary procedure.
4. Demonstrated organizational skills.
5. Holding no other world service positions or responsibilities at the time of assuming the co-facilitator's duties.
6. A working knowledge of the Twelve Steps, Traditions, and Concepts of Narcotics Anonymous.

## CONFERENCE POLICIES

### Amendments to the Guidelines

Any amendments to *A Temporary Working Guide to the World Service Structure* may be amended at any time by a two-thirds (2/3) majority vote of the World Service Conference.

### WSC Consensus and Voting Protocol

After adequate discussions have occurred, the conference formalizes its consensus by taking a vote in a business session. The consensus of the World Service Conference is determined by a majority vote except for those decisions that require a different majority as spelled out in this document or in the WSC Rules of Order.

The terms, *facilitator* and *chair*, are meant to indicate the person facilitating a particular session of the conference.

1. Each conference participant shall have one and only one vote.
2. Any item to be voted on shall be submitted prior and displayed in writing before the vote.
3. All presentations, motions, statements, etc., will be made from the podium and then clearly restated by the facilitator. This is to facilitate the taping of the conference and to ensure an accurate record of the proceedings.
4. Any conference participant has the right to ask the conference to consider if an item is conference business or if it should be returned to each group for a "group conscience" vote. The conference then has to decide if the issue requires the efforts of the NA groups.
5. Actual votes will be taken as follows:
  - a) The facilitator will call for a vote. A person facilitating the conference, conducting a vote, or officially counting a vote does not have a vote while serving in this capacity.
  - b) If the outcome is unclear, if any participant challenges the judgment of the facilitator, or if any participant challenges the validity of the vote in any way, then a standing vote is called.
  - c) For a standing vote, the facilitator will ask all in favor of the item to stand and remain standing.
  - d) The number of participants standing will then be counted by three (3) independent counters (the tallies of these three counters must agree prior to continuing the voting process).
  - e) Those in favor will then be asked to sit, and the procedure will be repeated for those opposed to the item in question.
  - f) The tally of those in favor and the tally of those opposed will be compared and the position will be declared.
6. In case of a close vote, the facilitator will accept a motion for one recount, or for disregarding the vote in favor of sending the item to the group level.
7. Matters of procedure such as "lay on the table" require the approval of two-thirds of the members voting "yes" and "no." Matters of policy, literature approval, or matters affecting the service structure require a two-thirds majority of all registered, eligible conference participants present at the most recent roll call.

*Note: Under the rules of order of the WSC, no member may speak on a motion more than once unless others desiring to speak on the motion have done so. RD alternates are considered to be the same "member" as their respective RDs when acting as a participant. (WSC Rules of Order may be obtained from the WSO.)*

### **Operational Guidelines of the WSC**

1. Minutes of the conference meeting are distributed to conference participants within ninety (90) days of the close of the conference.
2. Motions submitted or committed to the World Board will include a written intent provided by the maker.
3. It is the policy of the WSC to make tapes of the conference available for sale.
4. When the WSC creates ad hoc committees, it will do so for specified periods of either one or two years. At the end of the specified period, such a committee automatically ceases to exist unless specifically re-authorized by two-thirds of conference participants. Re-authorization will be for no more than one year at a time.

### **World Service Conference Elections**

- A. World Board members, WSC Co-Facilitators, and Human Resource Panel members are elected by the following procedures:
  1. Nominations for any elective World Service Conference position are accepted from conference participants.
  2. Nominations must be seconded.
  3. The nominee is entitled to decline the nomination.
- B. That, for the purpose of nomination and election of all world service positions, nominees are not required to be present at the meeting of the World Service Conference.

*Note: The conference adopts specific election procedures at the beginning of each meeting. Please also refer to the section under Human Resource Panel.*

### **Criteria for Recognition of New Conference Participants**

1. A new region is eligible to apply for recognition as a conference participant after having functioned as a service body for at least three years. For regions forming out of an already existing region, the newly formed region has to have functioned as a separate body for at least three years.
2. New regions should conform to established geographic boundaries, equivalent to state, territorial, provincial, or national boundaries, unless there are certain conditions to the contrary. A region forming out of an already existing region may be seated at the conference by demonstrating that it meets the specific conditions that necessitate separation. From time to time, local service delivery needs arise in existing regions that result in the establishment of multiple regions. These circumstances should be reserved for situations caused as a result of large NA populations, great geographic distances, or such diversity of language or custom so as to impede effective, direct communication between the service committee and the fellowship.
3. A region that meets these criteria may then initiate its request to be recognized as a conference participant by submitting a letter of intent to the World Board not less than one year before a World Service Conference.

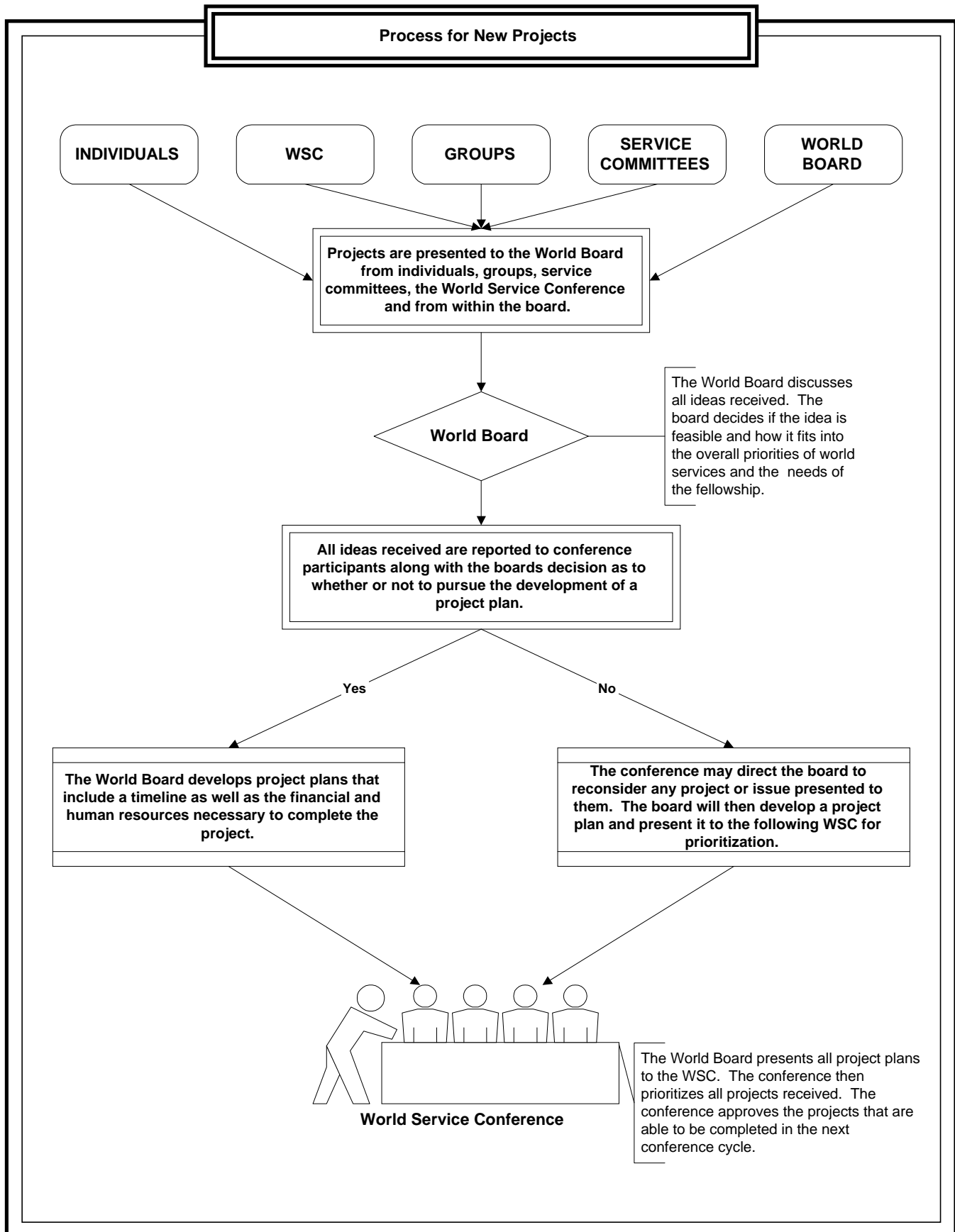
4. Upon receiving notification from the region, the World Board will request that the region provide information on the current and past history of the service delivery within the region. The board will inform the region of the type of information that should be submitted.
5. If the region is forming out of an already existing region, the new region should also provide information as to the nature of the extraordinary circumstances that precipitated the formation of the new region, and summarize the consideration and decision-making processes used to create the new region. This statement should also address what special circumstances exist that would preclude the new region from continuing to have its voice heard at the conference by simply participating in some form of shared services (regional assemblies, workshops, or any form of participation in collecting group conscience) with the old region.
6. All regions will also be asked to answer questions *such as*:
  - Why do you want to become a conference participant?
  - Do you believe that the voice of your NA community is not currently being heard at the WSC? If so, why?
  - Do you believe your community has enough NA service and recovery experience to be a positive contributor to the global decision-making process for the fellowship? If so, explain how.
  - Will participation at the conference affect your local NA community? If so, how?
  - Do you believe that your region adds a voice or a value to the conference that does not exist in the current conference body?
7. The World Board reviews the information provided using a group of conference participants—World Board members and regional delegates—as a workgroup, who are involved throughout this process, while working directly with the region to obtain any further information. Interactions between the board, its workgroup, and the region may continue until the board is satisfied that it has collected all the information needed. The board, with the assistance of the workgroup involved, will produce a final report with recommendations for the upcoming conference. The requesting region will see the report before it is distributed to conference participants and may include any additional information it believes is relevant for the conference to consider. A report of the information will then be distributed to conference participants prior to the WSC. Due to the complex nature of regional development, each application is considered on a case-by-case basis, rather than through some arbitrary criteria that establishes minimum sizes and structure of regions in order to address local service issues.
8. Upon the presentation of information to the WSC, the conference will consider the request. Formal recognition as a conference participant requires a two-thirds vote of approval by the conference. There is no need for the region to be present at the conference at which their request is being considered and funding for attendance will not be provided.
9. The addition of the new region will take effect upon the close of the World Service Conference at which its application is approved. Upon approval, the newly recognized region's delegate is automatically funded to the next WSC.

**Guidelines for the Unified Budget for NA World Services**

- Any new world service projects will have been thoroughly planned with an accompanying budget and timeline, and be prioritized and approved by the World Service Conference. No prospective project may be prioritized by WSC participants unless it has been accompanied by a project timeline and budget.
- In order to reflect the realities of our service delivery system, all items submitted for budget consideration will be accompanied by an expense estimate that includes a staff-time component.
- In the unified budget, provisions will be made for the maintenance of a world services operational reserve fund.
- A four-tiered accounting process will be used in which funds shall be designated as:
  1. **Fixed Operational Funds**—funds allocated toward world service activities that are recurring in nature and have little to no functional change from budget year to budget year.
  2. **Variable Operational Funds**—funds allocated toward world service projects and/or activities that vary from budget year to budget year. This includes those items prioritized by the World Service Conference.
  3. **Capital Funds**—funds allocated toward the planned use of cash to offset the effect of depreciation, improve asset value, provide financial resources necessary to effectively address the intellectual property management called for in the FIPT, or to acquire any fixed asset that has a depreciable value.
  4. **Reserve Funds**—those allocations that are set aside to meet current and/or future financial needs.
- The fiscal year end for Narcotics Anonymous World Services, Inc. will be 30 June.
- Beginning with 1999, the world services annual report will include the decisions made at the conference, and will be issued within 90 days after the end of the fiscal year. In addition to the already established protocols for an annual report and an annual audit, the World Board will issue quarterly financial reports to all conference participants.
- New project proposals can be forwarded from the fellowship and from the board itself. One of the duties of the World Board is to develop project plans which include budgets and timelines for all prospective world service projects. The World Board will report to the conference on all ideas that they receive, and will choose to propose some of those ideas to the conference for further discussion and eventual prioritization. The board will decide which items they believe are desirable, practical, and achievable and develop project plans for these items. These will be forwarded to conference participants prior to the WSC for eventual prioritization at the conference. No project proposal would be considered for prioritization or action during the same WSC as it was originally proposed.
- All project ideas submitted to the board from the fellowship will be considered and all forwarded projects, along with the board's decisions as to which projects will be further developed, will be reported to conference participants. In the event that conference participants do not agree with the board's decision to not develop an item for prioritization, the conference may provide direction that a project plan



- be developed and presented to the next World Service Conference for prioritization.
- While there is no minimum or maximum number of projects that may be offered and/or prioritized, all project-related decisions will, of course, be limited by available resources, both human and financial. For the purposes of budget development and oversight, the World Board will be responsible for determining Basic Services, which will appear under Fixed Operational Funds in the budget proposal. The conference will then prioritize projects based on available resources that will appear under Variable Operational Funds in the budget proposal and finally review and adopt the budget for the upcoming conference cycle.



## **World Services Travel Guidelines**

### **Purpose**

The Executive Committee of the World Board makes decisions about the necessity, goals, and activities related to travel at the world level of service in Narcotics Anonymous.

### **Goals**

1. To help to ensure that world service travel produces the highest quality results.
2. To help to ensure that world service travel is planned, evaluated, and followed up in a way consistent with the philosophy of the Fellowship of Narcotics Anonymous.

### **Primary Activities**

1. Conducts planning and evaluation meetings to review and approve all travel proposals.
2. Makes personnel assignments for all proposed travel
3. Keeps the fellowship informed of all planned and completed travel activity by regularly publishing its decisions.
4. Evaluates completed travel activities, especially as they may affect future travel plans.

### **Quorum and Voting**

A quorum will be established. Individual members of the Executive Committee shall abstain from voting on discretionary travel for themselves.

### **Planning Procedures**

The Executive Committee reviews all requests based on where they have been placed in the funding priorities set by the World Service Conference. Availability of funds is also considered.

For world service requests, a funding request form must be submitted with full information before the request will be considered. For requests from the fellowship, a letter providing full information about the request is needed.

The dates for the quarterly consideration of all requests will be publicized in advance. To facilitate long-term planning, this will include preparing a travel-plan outline for presentation to the WSC for the following conference cycle.

Whenever possible, known worldwide fellowship trips and non-NA events will be considered on a conference-cycle basis. This assists in the effectiveness of planning and prioritizing for these trips.

### **Reporting Procedures**

The committee will regularly report its routine decisions to WSC participants. Any discussions of a philosophical nature will be included in the *Conference Report*. A summary of travel decisions for the cycle will be presented before each meeting of the WSC.

### **Types of Travel**

Funding is typically approved for world service travel to the following types of events. This may change from year to year, depending on the priorities set at the WSC. These events include the World Service Conference, WSC workshops, World Board meetings, World Convention site visits, special conference projects meetings, non-NA events, and fellowship requests.

*Due to limited funding and personnel, preference must be given to multiregional events and forums. Requests for attendance at convention workshops are usually not approved due to limited time available on the convention agenda. Requests for assistance in*

*problem resolution, particularly in isolated or emerging NA communities, will be considered a priority. With all requests, the nature of the event and the needs of the requesting NA community are considered.*

## **GUIDELINES FOR TRAVEL PLANS**

### **Two Travel Together**

Most world service travel will include teams composed of at least two participants. Two-member teams stand a better chance of effectively communicating with the many types of people encountered in world service travel. Such teams also help dispel the perception that any one person can or should speak for world services. Each member of a team can also provide emotional and spiritual support to the other while trying to accomplish the purpose of the trip. Although two-member teams are preferred, there are times when this will require assessment.

### **Choose from Current Participants**

Current members of the world service team—WSO administrative and coordinating staff, members of the World Board and its committees, and RDs—are already familiar with the critical discussions currently taking place in the world service community. Because of their positions, they are already either directly or indirectly responsible to the World Service Conference. Because of these two factors, current world service participants are the first to be chosen when composing travel teams. However, if current participants are not available for a given trip, former participants may be asked to travel.

### **Combine Trips**

To maximize the benefits received from world service travel expenditures, trips will be planned in such a way as to fulfill multiple purposes whenever possible. To accomplish this, long-range planning is required.

### **Prepare Carefully**

Informed, prepared travelers taking well-planned trips produce the benefits our fellowship expects from world service travel expenditures. The Executive Committee of the World Board will do whatever it can to ensure that adequate planning and preparation occur.

### **Lodging only in commercial facilities**

It is preferred that travel teams plan to stay in commercial facilities. The nature of world service travel trips, perceptions of a preference for a particular local member and their views, and past experience have all proved that this is the most effective.

## **PERSONAL EXPENSE ALLOWANCE AND REIMBURSEMENT FOR WORLD SERVICE TRAVEL**

World service travelers may claim reimbursement for specified expenses for each day of travel on an approved world service trip. Typical expenses allowed under the policy are for meals, transportation and ground transportation, parking fees, tolls, and tips. Allowance limitations are established by the US Internal Revenue Service for business travel in the US and by the US State Department for business travel outside the US. Those limitations as published will be used to administer this policy.

At each WSC, newly elected and continuing trusted servants will be given a written description explaining all processes and procedures to be followed by world services travelers. Included in the package will be the kind of expenses that can be reimbursed, the limits of reimbursement, which items require receipts, expense forms, advances, and how to submit claims for reimbursement.

Air transportation will be reserved and ticketed through the WSO or its agent, whenever possible. Travelers should make air travel arrangements as far in advance as possible.

Travelers are responsible for their tickets once they have been received. The use of other modes of transportation is permitted, but only the most economical mode of transportation will be reimbursed.

It is the policy of NA world services to use reasonably priced facilities. Reimbursement for lodging commonly will be for double occupancy. NA world services does not reimburse for companion accompaniment.

Fraudulent claims or violations of the policy and/or procedures can result in one or more of the following actions:

- Request for repayment of all unauthorized expenditures.
- Rejection of reimbursement for submitted expenses.
- Rejection of request for travel advance.
- Suspension of trusted servant from office.

### **Credit Cards**

In recent years we have found it productive to use credit cards to facilitate the service responsibilities of specific individuals in world services. NAWS, Inc. maintains a policy on the use of credit cards for employee responsibilities and has since their initial use. It seems responsible to apply those parameters to credit card use for WSC responsibilities. These policies will ensure that credit card use conforms to a standard set of guidelines.

### **Distribution of Cards**

- A. The issuance of credit cards *for WSC responsibilities* is subject to the approval of the Executive Committee of the World Board. Each person approved for credit card issuance shall be provided a Conditions of Authorized Use form, which must be completed, signed, and on file prior to issuance of a credit card.
- B. Board or committee members who reside outside the continental United States may be issued credit cards to facilitate the fulfillment of their service responsibilities, at the discretion of the Executive Committee of the World Board
- C. Board and committee members may be issued credit cards on a temporary basis for a designated trip or function. All cards issued under this criteria will be returned to the WSO by registered mail within thirty days of completion of the trip or function. All invoices or other accompanying documentation shall be returned at the time of card surrender.
- D. All cards shall be returned within thirty days of the closure of the term of office of the card holder. All invoices or other accompanying documentation shall be returned at the time of card surrender.
- E. WSO executive staff shall have the authority to cancel all cards on the closure of a term of office based upon the surrender criteria outlined above.

### **Credit Card Expenditures**

All expenditures on the credit card must be substantiated by the receipts issued at the time of card use. Individuals utilizing the credit cards will submit an expense statement accompanied by the invoice(s) resulting in card use—not the credit card slip, but the actual hotel bill, car rental agreement, etc. All receipts will be attached to the permanent record of the trip or function. World service credit cards shall not be used to cover personal expenses not directly related to the trip or function, even though the individual may intend to repay the conference for the expenditures. The Executive Committee of the World Board shall conduct quarterly audits and/or reviews of WSC credit card activity by all trusted servants and report such findings to the fellowship in the *Conference Report*.

**Credit Card Misuse**

Any alleged inappropriate and/or unauthorized credit card use, or persistent failure to submit appropriate documentation of credit card use, requires a thorough investigation by the committee. The committee will review all necessary documentation and request written statements of explanation from the individual involved and anyone else who may have knowledge of the situation. A determination will be made by the committee and reported to the fellowship. The determination of the committee can result in one or more of the following actions:

- Reinstatement of credit card privileges, if previously removed.
- Revocation of credit card privileges.
- Request for repayment for all unauthorized expenditures.
- Rejection of reimbursement for submitted expenses.
- Suspension of trusted servants from office.

**THEFT**

Those traveling with NA world services equipment should leave a list of the items they are taking with the World Service Office, including serial or identification numbers and other information that may be necessary in making reports to police or transportation companies. The theft of equipment belonging to NA world services should be reported to the WSO not later than the next working day. When in doubt, contact the WSO immediately.

NA world services will not assume any financial responsibility for the loss of travelers' personal items unless the loss is the result of actions beyond the control of the traveler, such as loss caused by transportation company personnel. Claims for such losses should be made in writing within thirty days of the loss and should include a detailed report of the items lost and their value.

**ACCIDENT, INJURY, AND LIABILITY**

Nonemployees who may from time to time travel at the expense of NA world services do so voluntarily. It is mutually understood that NA world services does not assume any liability for personal injury or loss of personal property to nonemployees traveling at the expense of NA world services. Furthermore, NA world services does not assume any liability for personal injury or loss of property to others who may suffer loss of property or become injured as a result of nonemployee travel.

**HEALTH INSURANCE**

World services does not carry blanket health coverage for travelers. If a trusted servant planning to travel outside his or her home country does not have personal health coverage, she or he should inform the World Board Executive Committee prior to accepting any travel assignment. If you have any questions or concerns about accident, injury, liability, or health coverage, please call the WSO before accepting or planning a world services trip.

**World Services Translations Policy****Purpose**

The purpose of this policy is to assure the development and production of quality translations of NA conference-approved literature.

**Objectives**

1. Provide assistance for translation of NA conference-approved literature.

2. Ensure that translations of NA conference-approved literature maintain the spirit of the NA message, as well as the integrity of the Twelve Steps and Twelve Traditions.
3. Assure that all legal documentation, copyright releases, etc., needed to protect the translation of NA material, is collected.
4. Provide for an annual translation priority schedule.
5. Facilitate the approval of the Basic Text personal stories.
6. Ensure that the final approval of the blueline proof of the translations be done by the local communities.

### **Approval of Translations**

The World Service Conference does not actually approve translations of literature. It delegates that responsibility to the World Board. All literature that has been translated and approved for printing will have, as part of the publishing legend the wording, "This is a translation of NA conference-approved literature." This wording indicates that the translation itself has not been approved by the World Service Conference, but that it is a translation of NA conference-approved literature.

### **Service Material**

The approval procedure for translated versions of existing service manuals may differ from that outlined for conference-approved recovery literature. Some NA communities may decide to translate only those parts that are most helpful or applicable to them. Local communities are encouraged to develop sections for these manuals that reflect local practices. Copies of these drafts should be sent to the World Board so that they can be shared as a resource with others. Condensed versions of several manuals are available through the World Service Office.

### **Basic Text and Little White Booklet Personal Stories**

The original English-language Narcotics Anonymous Basic Text and Little White Booklet were developed with two distinct sections. The first section, Book One in the text, describes recovery in a very general manner and imparts the experiences common to most, if not all, members. The purpose of these sections is to reveal to the reader the common threads of identification from the many diverse backgrounds of our members. The personal stories contained in Book Two and the Little White Booklet, on the other hand, are meant to give readers a very personal identification with the specific experiences and circumstances shared in story form by individual author(s).

The NA Basic Text is translated from English into other languages, including the Queen's English, in such a way as to achieve the same purposes. In order to fulfill the purpose of Book Two, new, original personal stories may be developed. Personal stories will be approved by each language group and evaluated by the World Board. When new stories are approved for printing, notification will be sent to the World Service Conference.

Book Two of the Basic Text can be composed of either:

- A. All new indigenous stories;
- B. A combination of indigenous and original English-language stories; or
- C. All the original English-language stories.

Guidelines for the creation and development of new personal stories are available through the World Service Office.

### **Other Original Material**

Other original material is referred to the World Board for recommendation and/or consideration.

**Approval Process for Recovery-Literature**

*Note: Policies regarding recovery literature are also contained in the Fellowship Intellectual Property Trust (FIPT).*

- A. Review-form Literature
  1. Literature developed by the World Board is sent out for a review period before the development of an approval-form draft. The time and method of this review, considering translations, is determined by the World Board based on the needs of the fellowship and the piece in development.
  2. Review-form literature is not for use or display in NA meetings.
- B. Approval-form Literature
  1. Approval-form literature is prepared by the World Board and is distributed for a period of time, considering translations, determined by the World Board of not less than one hundred fifty (150) days. The length of this approval period is determined by the World Board based on the needs of the fellowship and the piece being considered for approval.
  2. Approval-form literature should not be read during NA meetings, although it may be sold and made available to members at NA meetings.
- C. WSC Approval
  1. The conference shall not vote on any proposals to change existing fellowship-approved NA recovery literature unless such changes have appeared in the *Conference Agenda Report*.
  2. All literature submitted to the conference for approval requires a 2/3 majority vote of regional delegates and it also takes a 2/3 majority vote to withdraw current NA literature from the category of approved literature.

**Changes to NA's Twelve Steps, Twelve Traditions, Twelve Concepts or NA's Name, Nature or Purpose**

Any WSC proposal or action to change NA's Twelve Steps, Twelve Traditions, and Twelve Concepts for NA Service, name, nature, or purpose should be approved directly by the groups through a group tally process, administered according to the following guidelines:

- A registration period, sufficient for non-English speaking fellowships to translate proposals or actions (by local translation committee or WSO) will be held to allow all groups who choose to participate, to register for the tally with WSO.
- At the close of the registration period, the WSO will announce the total number of registrations to all WSC participants.
- At the WSC, the World Board will provide the conference with a motion to consider the validity of the database based on a comparison between the group tally database and the group service database.
- Numbered ballots requesting a yes, no, or abstention response will be mailed to each registered group with addressed envelopes. The groups will be provided sufficient time to return their ballots. The WSC may recommend the utilization of an outside resource to receive and count the ballots.
- In order for the tally to be valid, 75% of the groups who registered in the above named period must participate by responding.
- For each decision to pass, 75% of the groups who respond must vote in the affirmative.
- Ballot results will be reported to the fellowship.



- If the group tally affirms the decision(s), a motion will be placed in the next CAR for RD affirmation per the FIPT.

### **Approval Process for Service Material**

Material produced by Narcotics Anonymous World Services that is intended to assist members, groups, service boards, or committees of NA in performing NA service will be categorized as follows for purposes of approval:

- A. Fellowship-Approved materials are those items approved by the World Service Conference that are intended primarily for use by groups and members. This type of service material will be distributed to conference participants in the *Conference Agenda Report*, to be considered at the World Service Conference meeting during an old business session.
- B. Conference-Approved materials are those items approved by the World Service Conference that are intended primarily for use by service boards or committees. This type of material will be sent to conference participants at least ninety (90) days prior to the World Service Conference meeting, to be considered during a new business session.
- C. Service material to be Conference-Approved can be released for distribution to the fellowship prior to approval by the conference if conditions 1 and 2, along with either 3 or 4, below are satisfied:
  1. The item is clearly distinguished as "Pending Conference-Approval," and identified with a unique header and color, and;
  2. Work is completed and the draft item is approved by the World Board, and;
  3. The service material is authorized for such early release by conference participants when the project plan for that item is approved, or;
  4. The service material is identified by the World Board as resource material to be a relevant insert or update for an existing service material item, and meets a need expressed by the fellowship. This type of service material could also possibly stand on its own if later approved by the conference.
- D. Once approved, early-release items will be repackaged accordingly. If not approved by the World Service Conference, distribution will cease.
- E. Board-Approved materials are those items that the World Board is authorized to approve and publish. This category includes articles concerning service work, NA-related philosophical issues, NA's Twelve Traditions, and NA's Twelve Concepts for Service. Papers for presentation at professional events, when they are published for broad distribution to the fellowship or the general public, are included in this category. A two-thirds majority of the board is required to publish any type of Board-Approved service material."

### **Public Relations Statement of Purpose**

Narcotics Anonymous is a worldwide organization based on a twelve-step approach to recovery whose primary purpose is to help any individual stop using drugs. Our message is "that an addict, any addict, can stop using drugs, lose the desire to use, and find a new way to live." Through our group meetings, members learn how to live drug-free and recover from the effects of addiction in their lives. For the purpose of our public relations, NA services cooperate with the public by providing information about recovery from drug addiction. Furthermore, we seek to increase the awareness of NA's existence through presentations, media exposure, and telephone services. These cooperative efforts enhance our relationships with those outside our fellowship. As a result, we further our

primary purpose. This statement of purpose will provide the base from which to develop the following objectives for a long-range public relations plan:

1. Help the still suffering addict find the NA program.
2. Help clarify the role of NA in the community.
3. Develop and communicate a positive image of the NA program to society at large.
4. Increase the awareness of individual NA members about their role in NA's public image.
5. Develop cooperative relationships with professionals.

### **World Convention Guidelines**

#### **World Convention Zone Rotation Plan**

Historically, the World Convention has usually been held the first weekend in September, which is the Labor Day holiday weekend in the USA. However, the World Board retains the right to set the date of the world convention as appropriate. The World Convention for Narcotics Anonymous will be held every two years.

1998	Zone One	Western North America
<b>2000</b>	<b>Zone Two</b>	<b>Latin America (Central and South America)</b>
2002	Zone Three	Caribbean and Eastern North America
<b>2003</b>	<b>Southern California</b>	<b>Special Fiftieth Anniversary Convention</b>
2005	Zone Four	Asia Pacific
<b>2007</b>	<b>Zone Five</b>	<b>Central North America</b>
2009	Zone One	Western North America
<b>2011</b>	<b>Zone Six</b>	<b>Europe, Africa, and Middle East</b>
2013	Zone Three	Caribbean and Eastern North America
<b>2015</b>	<b>Zone Five</b>	<b>Central North America</b>

While we expect that these zones may need to be adjusted at the end of the proposed cycle, if no adjustment is needed the rotation will begin again.

#### **Bidding to Host a World Convention**

During the initial phase of the site selection process for a particular zone, the board will notify the fellowship through world service publications. The regions in the zone will be contacted by letter and asked whether they are interested in hosting a world convention should a city in their region be selected. The board may request specific information about regional convention history and the number of meetings and groups. Any region also has the ability to request that a specific city be considered by the board. All such cities will be subject to the site selection process as described in these guidelines.

For the purposes of bidding to host a world convention, the requesting region understands that they are agreeing to provide the necessary people for a local host committee with the purpose, composition, and responsibilities set out in these guidelines.

#### **Site Selection Process**

The World Board considers many factors during the site selection process. The potential affect of a world convention on the local NA community, the desire and ability of the local

community to host a world convention, and sites of previous world conventions are all important considerations. Other factors which are considered during the site selection process are the availability of facilities for convention activities, aspects of the city which add a unique local flavor to the convention, and anything else which would make the overall package more attractive to our members.

The World Board has the responsibility to research, negotiate, and approve all potential sites for the world convention. The planning period for the world convention will vary from zone to zone. The first step in the selection process is to identify and list all cities in the zone which meet the following ideal standardized criteria:

**For USA, Canadian Cities**

- One million population in the metropolitan area.
- One hundred groups/meetings in the region.
- International airport.
- Sufficient number of hotel rooms and meeting space available for time needed

**For All Other Cities**

- A half-million population in the metropolitan area.
- Fifty groups/meetings in the region/NA community.
- Twenty-five groups/meetings in the city itself.
- International airport.
- Sufficient number of hotel rooms and meeting space available for time needed.

The initial list of eligible cities is then reviewed by the board in light of achieving the objectives of the corporation. A feasibility study of the remaining cities is then conducted. Based on this study, cities will be identified for negotiations, and reports on these negotiations will be developed for review by the World Board. The board then makes its final decision or conducts further negotiations until a final decision is made and reported to the fellowship.

**Local Host Committee****Purpose**

Although the World Board has the responsibility for the world convention, the local host committee plays an important role its success. The purpose of the host committee is to support the Events Committee in specific areas of convention planning and implementation by providing input, event volunteers, and assistance.

**Composition**

The host committee shall consist of:

- Chairperson
- Vice chairperson
- Treasurer
- Secretary
- Chairs and vice chairs of all support committees.

The clean time requirements for these positions shall be five years. While this is the goal, we understand that in some NA communities this may not always be possible. These positions are all elected by the hosting region.

The types of support committees of a host committee will vary from convention to convention. These committees are directly accountable to the World Board through the

host committee. Their direction and focus is set by the World Board. The World Board will provide each host committee with a list of the support committee responsibilities. With this in mind, members of the World Board may be appointed to act as liaisons with each support committee.

### **World Convention Zones and Map**

#### **Zone One (Western North America)**

*Canada:* Yukon Territory, Saskatchewan, Alberta, British Columbia.

*USA:* Alaska, Washington, Montana, Wyoming, Idaho, Oregon, California, Nevada, Utah, and Arizona.

*Mexico:* Baja California Norte y Sur.

#### **Zone Two (Latin America [Central and South America])**

*Central America:* Belize, Honduras, Guatemala, Nicaragua, El Salvador, Costa Rica, and Panama.

*South America:* Colombia, Venezuela, Peru, Bolivia, Ecuador, Chile, Argentina, Paraguay, Uruguay, Brazil, French Guiana, Suriname, and Guyana.

#### **Zone Three (Caribbean and Eastern North America)**

*Canada:* Quebec, Nova Scotia, New Brunswick, Prince Edward Island, and Newfoundland.

*Mainland USA:* Maine, Vermont, New Hampshire, Massachusetts, Connecticut, Rhode Island, New York, New Jersey, Pennsylvania, Delaware, Maryland, District of Columbia, Virginia, West Virginia, North Carolina, South Carolina, Georgia, Alabama, and Florida.

*Caribbean:* Bahamas, Turks and Caicos Islands, Cuba, Haiti, Dominican Republic, Jamaica, Puerto Rico (USA), Virgin Islands (British and USA), Trinidad and Tobago, Grenada, Dominica, Saint Lucia, Saint Vincent and the Grenadines, Antigua and Barbuda, Saint Christopher-Nevis, Netherlands Antilles, Barbados, Guadeloupe, and Martinique.

#### **Zone Four (Asia Pacific)**

*Baltic States:* Estonia, Latvia, and Lithuania.

*CIS:* Belarus, Ukraine, Moldova, Russian Federation, Georgia, Armenia, Azerbaijan, Kazakhstan, Uzbekistan, Turkmenistan, Tajikistan, and Krgyzstan.

*Central, East Asia:* Mongolia, Peoples Republic of China, Democratic Peoples Republic of Korea, Republic of Korea, Hong Kong, Macau, Vietnam, Laos, Cambodia, Thailand, Malaysia, Singapore, and Myanmar.

*Indian Subcontinent:* Bangladesh, Bhutan, Nepal, India, Sri Lanka, Maldives, Pakistan, and Afghanistan.

*Pacific:* Republic of China, Japan, Philippines, Indonesia, Papua New Guinea, Brunei, Australia, New Zealand, Melanesia, Micronesia, and Polynesia.

#### **Zone Five (Central North America)**

*Canada:* Ontario, Manitoba, and Northwest Territories.

*USA:* Michigan, Minnesota, Wisconsin, North Dakota, South Dakota, Iowa, Illinois, Indiana, Ohio, Kentucky, Tennessee, Missouri, Nebraska, Colorado, Kansas, Oklahoma, Arkansas, Mississippi, Louisiana, Texas, and New Mexico.

*Mexico:* Sonora, Chihuahua, Coahuila, Nuevo León, Tamaulipas, Sinaloa, Durango, Zacatecas, San Luis Potosí, Nayarit, Aguascalientes, Veracruz, Guanajuato, Jalisco,

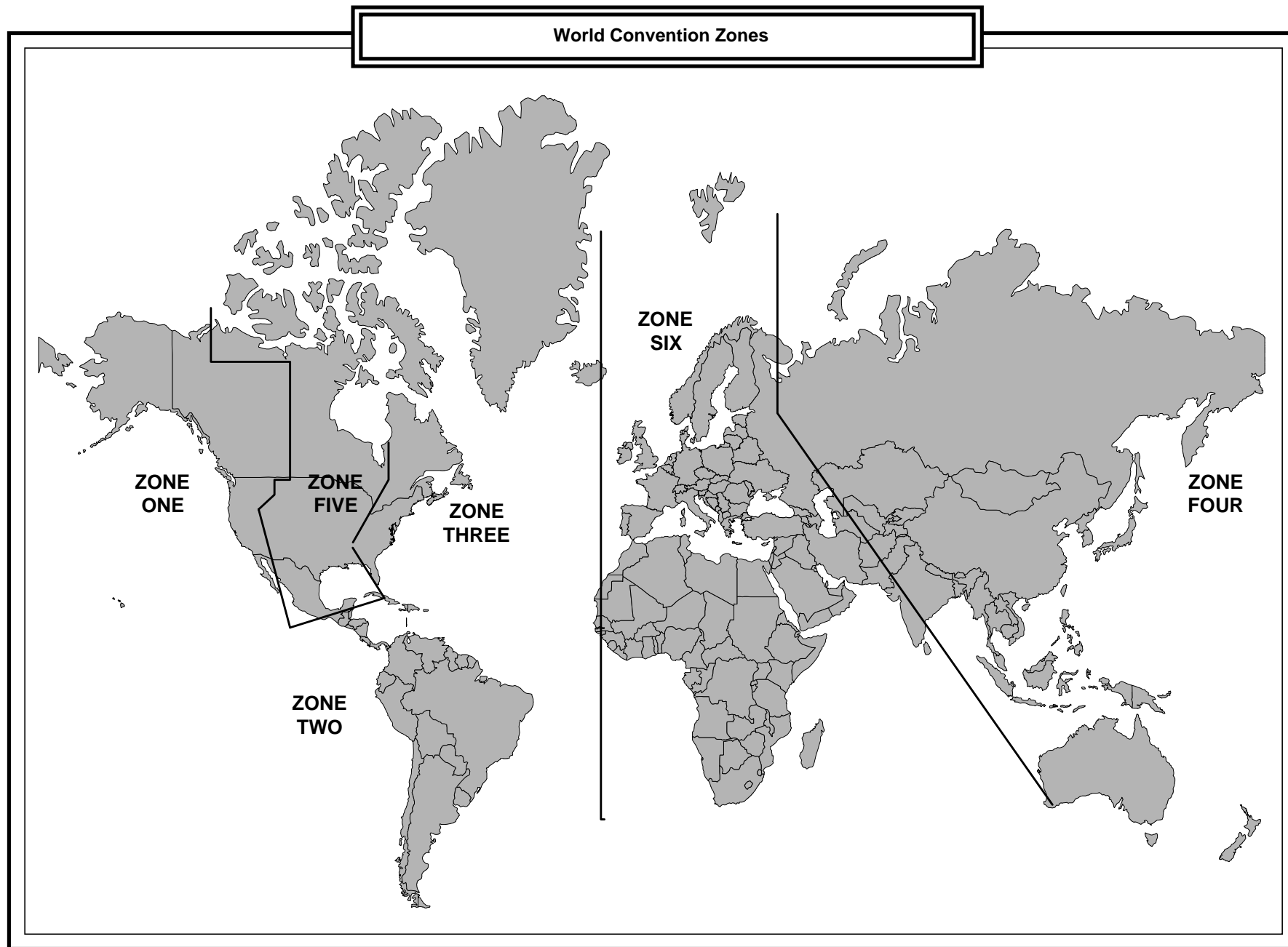
Colima, Michoacán, México, Distrito Federal, Tlaxcala, Hidalgo, Querétaro, Puebla, Morelos, Guerrero, Oaxaca, Tabasco, Chiapas, Campeche, Yucatán, and Quintana Roo.

**Zone Six (Europe, Africa, and the Middle East)**

*Europe:* Finland, Sweden, Norway, Denmark, Poland, Czech Republic, Slovakia, Hungary, Romania, Bulgaria, Turkey, Greece, Albania, Macedonia, Yugoslavia, Bosnia-Herzegovina, Croatia, Slovenia, Austria, Germany, Switzerland, Liechtenstein, Italy, Monaco, France, Spain, Portugal, Belgium, Netherlands, Luxembourg, United Kingdom, Irish Republic, and Iceland.

*Middle East:* Lebanon, Syria, Iraq, Iran, Jordan, Israel, Kuwait, Saudi Arabia, Bahrain, Qatar, United Arab Emirates, Oman, and Yemen.

*Africa:* Egypt, Libya, Algeria, Morocco (and Western Sahara), Mauritania, Mali, Niger, Chad, Sudan, Eritrea, Djibouti, Ethiopia, Somalia, Kenya, Tanzania, Uganda, Zaire, Central African Republic, Congo, Gabon, Equatorial Guinea, Cameroon, Nigeria, Benin, Togo, Ghana, Côte D'Ivoire, Cape Verde, Burkina Faso, Liberia, Sierra Leone, Guinea, Guinea Bissau, Senegal, São Tomé and Príncipe, Angola, Zambia, Malawi, Mozambique, Madagascar, Zimbabwe, Botswana, Lesotho, South Africa, Swaziland, and Namibia.



**Significant WSC Actions and Amendments to the Temporary Working Guide**

*Editorial note:* On the following pages is a partial list of relevant World Service Conference actions that could not easily be factored into the text. For other conference actions resulting in changes to specific language, the changes have been made on the appropriate pages. Where language was changed or replaced, obsolete language has been deleted. For example, a motion carried on 4/25/89 stated that tapes of the annual conference would not be released. On 4/27/92 a motion carried that reversed this conference decision. Therefore, the 1989 language has been deleted. Changes have also been made as a result of changes to nomenclature (RSR to RD) in 1997, and structural changes adopted by the WSC in 1998.

**DATE CARRIED 5/4/80**

Recommendation (carried motion) that any meeting using outside literature that is not WSC approved be dropped from any NA directories.

**DATE CARRIED 5/3/81**

No outside issue be mentioned or listed in context with Narcotics Anonymous.

**DATE CARRIED 5/3/81**

No outside enterprises be listed in the meeting directories.

**DATE CARRIED 4/27/84**

That each area be requested to hold a fund-raiser for the benefit of WSC in July of each year and send the proceeds of such fund-raiser to world services; the first to be during July, 1984.

**DATE CARRIED 5/2/85**

That an archives service be established through our WSO for the purpose of making available minutes and other written material to the fellowship at nominal cost with the inventory listed on the order form.

**DATE CARRIED 4/29/87**

That the current funding practices of the fellowship's H&I committees, in particular the "H&I can," be removed from all NA meetings and functions and that the NA service structure provide for the needs of all H&I service efforts.

The intent of this motion is to return the responsibility for H&I funding to the service structure of NA as a whole in order to allow H&I to operate within our Twelve Traditions, and to ensure funding accountability for H&I service efforts. This will allow H&I committees to operate within the existing service structure.

**DATE CARRIED 4/26/88**

A committee responsible for originating publications or motions adopted by the WSC is authorized the discretion to update statistical information and/or forms on a yearly basis by submitting to the WSO a letter of instruction for the change to be made in the next printing, provided that the letter is adopted by the committee at a conference workshop.

**DATE CARRIED 4/26/89**

That NA World Services, Inc. be instructed to include in the WSO inventory items of merchandise (including jewelry and other popular items purchased by NA members) that contain representations of the NA logo for sale to members and service committees.

**DATE CARRIED 4/23/91**

To reaffirm and ratify that the ownership of all of NA's intellectual and physical properties prepared in the past, and to be prepared into the future, is held by Narcotics Anonymous World Services, Inc., which holds such title in trust on behalf of the fellowship of Narcotics Anonymous as a whole, in accordance with the decisions of the World Service Conference.

**DATE CARRIED 4/23/91**

To reaffirm that Narcotics Anonymous World Services, Inc. is the exclusive publisher and distributor of all World Service Conference-Approved literature, including all books, pamphlets, handbooks, and other intellectual and physical properties, as directed by the Fellowship of Narcotics Anonymous through the World Service Conference.

**DATE CARRIED 4/25/91**

That the World Board retain responsibility to coordinate and report on efforts to address the isolated groups/meetings issue. Concerning the "What Is an NA Group?" issue, the conference accepted the following resolution: "That these isolated groups, whether they are currently groups or merely striving to be groups, that in either instance, they deserve the service of the WSO, and we would request the WSO to respond to their needs."

**DATE CARRIED 4/25/91**

The voting participants of the 1991 World Service Conference, after much discussion and consideration of several motions, voted to issue the following statement to the fellowship:

*"The Basic Text, Fifth Edition, is the only edition of the Basic Text that is currently approved by the World Service Conference of Narcotics Anonymous for publication and sale. The World Service Office Board of Directors is entrusted with the responsibility for protecting the fellowship's physical and intellectual properties, including the Basic Text, and at the board of director's discretion, shall take legal action to protect those rights against any and all persons who choose to infringe upon this literature trust."*

**DATE CARRIED 4/29/92**

That the World Board coordinate a world unity day.

**DATE CARRIED 5/2/92**

Resolved that, as Narcotics Anonymous is a worldwide fellowship whose primary purpose transcends national boundaries, cultural barriers, and linguistic differences:

1. For both the general purposes of NA world services and the specific purposes of the World Service Conference of Narcotics Anonymous, there are neither "foreign" languages nor "foreign" countries.
2. The World Service Conference has elected to use English as the working language of its plenary and committee meetings, records, and primary reports.

**DATE CARRIED 5/2/92**

That the WSC confirms the use of contract writers who are NA members and who work within our literature development process to draft and edit NA literature.

**DATE CARRIED 4/26/93**

That the World Service Conference solicit oral or written histories from members with substantial clean time, regarding history of NA, to be held at the World Service Office in the archives, until a history project is approved.



**DATE CARRIED 05/28/96**

Resolution A: To approve *in principle* a change in participation at a new WSC to achieve the following objectives:

1. To reduce the total number of representatives;
2. To provide for equal representation from all geographic entities; and,
3. To encourage a consensus-based decision-making process.

**2000  
Issue Discussion Papers**

**WHAT IS NA'S DEFINITION OF ABSTINENCE? HOW  
DOES THIS DEFINITION APPLY TO OUR MEMBERS  
WHO NEED MEDICATION IN RECOVERY?**

The following papers have been developed by conference participants for discussion at WSC 2000. The topics were prioritized by conference participants at WSC '99

Note: *The papers from the following regions have been translated into English: Argentina, Mexico, and Peru.*

## **The Argentina Region**

What is the definition of abstinence in NA? How do you explain this definition to the members who need to take medications in recovery?

I was talking with a client, who is a neurology doctor, I thought I should ask him to take an electrocardiogram. I visit him once a month to monitor his taxes.

Days later, after the results of my test, he calls worried because according to him "he had to prescribe medicine for me" I waited for the normal visit. When I saw him, I said to him lets suppose "you are not my client nor am I your accountant." You are my doctor and I am your patient, and I explained my history of drug use and recovery.

His reply was "thank you for mentioning it, because if you had not I would have prescribed something that would have begun the cycle all over again." He gave me some practical rules to avoid the irritation, which I have no control over, but I don't lose if I go through the mediums proposed to me. BUT he added, if you get convulsions, then you will have no choice and will have to be medicated, if not you risk your life. Now we will see what medication to give you.

In that moment I decided that if I had convulsions, I would have to confront it with him as well as with other NA members who are also doctors as to which would be the medication, and also with my sponsor. I don't consider this as a reservation. Simply, I want to take care of myself. I appealed to professionals, the opposite would be to liquidate the earnings or go with the first step.

## **The Greater Philadelphia Region**

Laboratory: Corning Clinical Laboratories

Substance Identification : Clear Brown Liquid submitted for analysis

Street name: Roots, Saluighchi, Herbal Tonic, Rootman

Analysis: Ethanol detected at (4506 mg/dl)

Laboratory recommends that these results be reviewed by a physician with a knowledge of substance abuse disorders.

This is a report on the analysis of a substance that we in the Greater Philadelphia Region refer to as Rootman. It has become a hot topic within our NA community, that substantial amounts of recovering addicts within our fellowship are using this substance. The majority of these people are using this substance with the thought in mind that it is natural. In theory it is but this herbal tonic drink is distilled in a manner that allows it to ferment and therefore creates alcohol, as exhibited in the above analysis. This substance is considered a home brew by the government and therefore does not fall under the regulation of the government. However it has been discovered that these tonics contain more alcohol than a glass of wine. We have come to realize that this is a silent trigger for many addicts who are experiencing reservations. We have become aware that this is not just a problem endemic to Philadelphia, but also other urban areas within the eastern United States. At last years conference our Regional Delegate was given the direction to generate some discussion at that conference as to how this affected our definition of abstinence. In this discussion paper you will find the experience of some recovering addicts who were fortunate to make it back to our fellowship. Their experiences are but a few of the many stories we have heard within our fellowship in the past few years. We would like this chemical to be included in any bulletin, IP, or position paper developed by the fellowship. The experiences within our fellowship with regard to roots mirror the earlier experiences that we had with near beer, and other so called nonalcoholic substances.

### **Experience:**

With 120 days clean I began to drink. I did not tell anyone about this at all especially my sponsor because I knew she would tell me I'd lost my clean time and that roots was a drug. I continued to drink roots, going to meetings, actually doing step work , etc. My spirit was on fire. I went to conventions and acted on the outside like everything was okay. I realized after a short time of drinking roots that it was getting me high but I still could not stop. I became dependent upon it to get me through the pitfalls of life on life terms. I had family problems going on that I couldn't cope with so I really was drinking roots to run from my feelings and escape into the euphoric feeling it gave me. It came to a head when I was told by my mate that he would no longer get me anymore roots because of my apparent deviant behaviors. We began to fight and he left to go get high with his drug of choice and by this time I wanted something else. At first I said I didn't want crack. I went to the bar and brought some beer and continued to get high. By morning I was crazy out of mind wanting crack, wanting to stop hurting. Not wanting to have lost my clean time. Talking to my sponsor all night. Crying and just going crazy. Roots had led me back to no clean time and my drug of choice. Roots is a drug make no mistake about it. And some days, the disease will have me believe I can do it again – the reservations are still there some days. But, I know what will happen if I get another root – I will go right back to my drug of choice.

**Kim M**

**10/20/99**

I had almost seven years before I became beware of the disease that comes in the form of Roots. Roots are so cunning that it wants you to think it's all right to drink it. This mood and mind altering chemical is just another form of using drugs. I found myself with almost seven years cleantime using this substance as substitute for fellowshiping. Often times other members sold roots outside the meetings before, during and after the meeting out of the trunks of their cars. I would find myself drawn to the glamour of using roots, because, members with substantial cleantime were both using and selling it. It was portrayed to increase your sex life and to give you energy and clarity of mind. Our fellowship is in jeopardy, because people are using it with the illusion that they are not getting high. Not only did roots get me high but lead me directly back to my drug of choice (crack cocaine). I found it a struggle once I realized that I was using again to make it back to the fellowship. Most people believe they haven't relapsed and still possess their clean time. As recovering people we are supposed to abstain from all mind and mood altering chemicals, and Roots is definitely one of them.

**Wendell W**

**10/31/99**

These are some of the experiences that have lead our Narcotics Anonymous community to realize that Roots is a mind and mood altering substance and the greater fellowship should be made aware of the problems it presents. Once again we would greatly appreciate inclusion of substances of these types in any discussion that takes place within our fellowship.

## The Lone Star Region

It seems to me that to even ask the question of how we define abstinence in Narcotics is ridiculous. We, especially those who have been around for a time, understand that abstinence, for our purposes, is the act of not drinking, smoking, injecting, or otherwise introducing substances into our body that make us high. I realize that there are many differing opinions about why we do drugs; to change the way we feel, to get loaded, to relieve some sort of pain, to forget some injury or slight, to make the world go away, to stay awake, to go to sleep, to avoid reality, and on, and on, and on, and on. This opening statement is strictly my own opinion, and as such should be taken for what it is...one addict's opinion. The rest of this paper will deal primarily with those ideas that Narcotics Anonymous has developed through the strength, hope, and experience we have available to us in our literature.

Why we do drugs, as our literature states, is not important. Really...being clean is not even necessary to qualify for membership. According to our literature, all we are really concerned with is what a person is willing to do about their problem (with drugs) and how we can help. We all hear, or read, at every meeting that this is a program of complete abstinence from all drugs. We have heard time and time again in our meetings that as long as we don't use it will be all right. We tell newcomers to stay away from old playmates and playgrounds because of the possibility of relapse. We tell those same newcomers that to "use is to lose." We spend so much time talking about, debating about, discussing about, and even preaching about the idea of abstinence that perhaps we are missing the point. Is abstinence enough? Maybe that's the question that we should be asking. We really know what abstinence is; don't do drugs. We might be better served if we asked the fellowship about what comes after abstinence?

Our literature speaks of this concept. "Our disease involved so much more than just using drugs, so our recovery must involve much more than simple abstinence." (Basic Text, Pg. 53) I can remember coming into the rooms, and not having a clue as to what I was doing here, how was I going to stay clean, how could I ever live without my best friend (drugs), and so many other things that abstinence was a welcome diversion. Working to stay clean gave me purpose, and to a certain extent quieted the screaming in my head. After a while that changed. I was able to lose the obsession to use, and the screaming in my head was still there. What would I do now? The text tells us that many people think that recovery is simply a matter of not using drugs, however, those of us in Narcotics Anonymous have found this perception too simplistic (Basic Text, Pg. 74). After getting over the initial physical effects of cleaning up, I needed something else to help me with the obsessive and compulsive behaviors in my life that had nothing to do with using drugs. Fortunately, I discovered the Steps, and found some relief. The disease of addiction is always present in an addict. "The progression of the disease is an ongoing process, *even during abstinence*." (Basic Text, Pg. 79)

We will take a little short side-trip, now, as we begin the discussion on the second part of the issue; "How does this apply to our members who need medication in recovery?" The detour is back into this one addict's opinion. The ideal of abstinence has little or nothing to do with those members who have to take medication to maintain their physical, or mental health. Abstinence *does involve* those who choose to use that same, or some other medication, to gain the same effect that drugs had on them before they came to the program of Narcotics Anonymous. Again, this is one addict's opinion, and may be taken as just that...one addict's opinion.

There are many types of medication modern technology has made available to us. After extensive study into our literature, I found little real substance about the subject. There is much

said about drugs and medication in the meetings I attend, with the gentlemen I am fortunate enough to sponsor, and with the special man who has the burden of sponsoring me. None of this discussion really offers a clear understanding of this issue. The literature is pretty clear about pain medication, and for good cause. We even have a information resource, "In Times of Illness" that offers some effective suggestions to those of us that might find ourselves facing a period of time where extreme physical pain is a reality in our lives. I heard an old-timer tell a newcomer what she did when she had to take medication...she prayed that it worked the way it is suppose to. The literature tells us that there are times in cases of health problem involving surgery and/or extreme physical injury that medication may be valid. (Basic Text Pg. 98) In those situations it is certainly the responsible thing to turn the situation over to what our literature terms "an informed professional." (Basic Text, Pg. 99) This, and other suggestions found in our literature deals with problem of physical pain, and I invite you to read those sections...I learned allot from what our literature teaches us.

What about medication for illnesses that involve mental, or psychological problems? I have not been able to find one word that sheds any kind of light on this area of the issue. Medical science has made great strides towards addressing mental illness. We hear terms such as "dual diagnosis" bandied about with little or no help from the fellowship other than some comments about "one disease." There are many addicts in my home group, area, and region that suffer from illnesses that do not involve the use of mind altering/mood altering drugs, but do have medical treatments that require medication other than those used for physical pain. In *It Works: How and Why*, on page 197, we are told that NA must remain neutral on issues that go outside the realm of sharing our personal recovery. That could end the discussion right there. At least for some hard line abstinence-or-nothing addict who does not encounter these problems on a daily basis. Doesn't work that way for this addict.

I have the great honor and privilege to sponsor a gentleman who suffers with a serious mental illness. What am I supposed to tell him when he calls me, and still does not know how to do the simple things many of us couldn't do when we were new even though he is over two years clean? What do I tell this man, who I have made a personal commitment to, when he tells me that he wants to stop taking his medication? What do I do with the knowledge that the last time he messed up his medication he relapsed after 8 years in the program? What do I do with *my friend* who needs my help? What do I do?

I hear people tell me that drug use is drug use, and this is a program of complete abstinence. How do I tell this a man, who I have held in my arms while he cried over not being able to live life on life's terms that, he cannot take the medicine that helps him maintain his health? I've heard that this is an outside issue, but I disagree. Our literature, and forgive me for not giving a more specific reference, somewhere tells me that anything that affects my recovery is an inside issue. This man's life and troubles affect my recovery. This may all sound like I've gone back to "one addicts opinion," but I had no choice. I could not find the answers to these questions in our literature. But I did find some answers.

One of our indispensable spiritual principles is open-mindedness. Are we open minded enough to admit there are things in this world we do not know about each other? We, in Narcotics Anonymous, suffer from a common disease...addiction. Are we open-minded enough to admit that there are other diseases that require treatment that falls outside the area of what we know how to treat? The Twelve Steps and Twelve Traditions of Narcotics Anonymous give us a "treatment protocol," if you will, for the disease of addiction. Why don't we leave the treatment of other diseases to those who know best how to treat those illnesses?



And what of our members who need the help of outside professionals? Do we tell them to "Just Say No?" In the literature it teaches us that one of the biggest stumbling blocks to recovery is to place unrealistic expectations on ourselves or others. (Basic Text, Pg. 78) How reasonable is it to expect someone who is clean, hearing voices in his head telling him to do destructive things, and then tell him he must not take the medicine that will silence those voices? There are many other examples of situations that could arise given the complexity and number of mental illnesses modern technology has discovered. *It is not our place to have opinions on the treatment of these disorders.* Our tenth tradition tells us that we should maintain neutral opinions on all treatments for diseases other than addiction.

On making a personal decision on how we, as individual addicts, feel about this issue we might want to remember some things taught to us in our literature. We take inventories of ourselves not other people. We are living a program of love and compassion, and not one that tells us it is our place to tell other people what to do. "Tolerance reminds us the judgment is not our task." (*It Works: How and Why*, Pg. 148)

In our Third Tradition we speak of a desire to stop using but we do not necessarily say what we need to have a desire to stop using. We are taught that addiction has been around as long as there have been people. We are told that addiction is an obsession to use the drugs that are destroying us, followed by a compulsion that forces us to continue. (Basic Text, Pg. 86) This tradition also teaches us that desire is an unmeasurable commodity. The literature states that, "Because the only requirement for membership is a quality we cannot measure, the right to judge another's desire is denied us. (*It Works: How and Why*, Pg.- 149) Who gets to decide which drugs are destroying us, and those which help us. Apparently, at least our literature suggests, this is left to the individual, and no one else except those qualified to treat the disease the medication is prescribed for.

So who is qualified to diagnose and treat these diseases-other-than-addiction? According to our Traditions, it is not any member of Narcotics Anonymous. "We have no hospitals, no treatment centers, no outpatient clinics, none of the facilities associated with a professional enterprise. Our groups do not provide professional therapeutic. medical, legal, pr psychiatric, services." (*It Works: How and Why*, Pg. 185) Now there may be an argument that there are members of Narcotics Anonymous who are, in fact, qualified professionals in these areas. The literature states that *the true* therapeutic value in the message we share with one another is in our personal experience in recovery, and not in our credentials, our training, or our professional status. At a NA meeting, a members vocation is irrelevant. (*It Works: How and Why*, Pg. 186) This is not an indictment on any member who is such a professional. The Basic Text states that we recognize and admire the professionals that are also members, but for the purposes of keeping the spiritual basis of our traditions there is no room for professionalism in NA. (Pg. 69)

So where does this all relate to the addict who needs the services of these professionals? We certainly want every one to realize the one promise this program gives us: freedom from active addiction. Simple abstinence is not, in and of itself, the entire answer. The courage it takes for an addict to admit the need for help in getting clean seems to be the same courage that it takes to admit the need for help in other areas of their lives. Along with courage it takes humility to for this help. "We further exercise humility when we recognize that sometimes we need professionals to help us fulfill our services." (*It Works: How and Why*, Pg. 187) Reaching out to help a suffering addict is the primary service our Traditions teach us we should be providing. Are we humble enough, as a Fellowship, to admit that we have not truly addressed this area of life? Are we humble enough to ask for help?

So many times I hear my friends, and my sponsor, ask me "what's the solutions?" I admit I don't have the answer. I believe, as I believe in the Fellowship of Narcotics Anonymous, that *we* can find a solution. Our literature has not offered any effective solutions, and if it does I need that pointed out to me so that I can put some answers to my questions. I believe that we might look at some published literature, and IP, or some other way of looking at this problem. I know that what I hear in the Fellowship confuses me, and I want some clarity. I feel that we need clarity in our lives where it comes to problems in our lives, and not uninformed judgments. We need to love and care for our members that have problems other than addiction. Just as we must tolerate a life without the *drugs that will destroy us*, so to must we tolerate the drugs that will help us. I thank you for tolerating this addicts ramblings. I thank you helping me find a now way to live. And most of all, I thank God for Narcotics Anonymous.

## **The Mexico Region**

### **DEFINITION OF ABSTINENCE**

In the Mexico Region, we have had during the current conference cycle a superficial discussion about the definition of abstinence and the implications it has for the life of the groups. These are some of the reflections that followed such a discussion.

It is often evident that some comrades come to the meeting halls with signs of still using; other cases are of people who are taking substances under the prescription of a physician. At any rate, it confuses and many times it misrepresents our message of complete abstinence from substances that alters ones mood.

But, which are actually the substances that alter ones mood? It is important to recognize that medical science has advance and pharmaceutical companies produce substances, which we are not clear about how they work as such and could give us the same effects as when we were using drugs. Such substances are often prescribed to members of NA and we don't have a homogeneous position about it.

To date, NA has had no discussion about these new substances and the closest to a discussion that we have is the document by the last World Board Guardians "about methadone and other programs of substitution." It is important that we have an update on this question to have clear support on scientific criteria and in our principles in order to define our concept of abstinence. We propose that this be an on going project in our brotherhood and that there be a committee for this purpose. It is about updating our knowledge on what we define as "being clean."

On the other hand, it has been mention at meetings throughout the Mexico Region the importance of the principle of honesty in this discussion. After all, every addict in recovery knows, because of his honesty, if he is clean. If he has the desire to stop using and if he wants to belong to our brotherhood. There can be no judgment of anyone's quality of clean time, or to limit or classify people without a clear rule about it. For now is better to understand that the recovery that we offer comes from a desire not to use drugs and of the honesty that each person has to live working a program of recovery.

We want to learn more about this matter and we hope that WSC 2000 is an event that helps explain it.

Warm greetings

## **The Montana Region**

Greetings from the Big Sky Montana Region! The Montana Region held two group assemblies, one east and one west. During the assemblies we held an open forum to discuss the two issue discussion topics. There was a lot of interest in these two topics unlike those last year like Resolution A.

I am going to focus on the discussion topic "The use of Medication in Recovery and What is NA's definition of abstinence." I have some strong thoughts on this topic and though some of the points come from members of the Montana Region, I admit that my personal experience and opinions are scattered through out.

There seem to be different categories of taking medication. Surgery, Emergency room visits, chronic health problems and mental illness. The Basic Text has a good essay on surgery and hospital stays. "In Times of Illness" pamphlet is helpful considering it is not illness specific. I was surprised in Eastern Montana that many members were unaware of the pamphlet "In Times of Illness." There also seems to be a large amount of addicts with mental illness. During the discussion, it was clear that there was concern about the attitudes of hard-liners and others have toward taking medication that may be mind and mood altering. I listened to horror stories of members being told they were not clean and when they stopped taking their medication there were serious results and in many cases, death. Members spoke about the quality of life and their well being in taking medication under a doctor's care and applying the NA program. But because this is a scary issue for them, many members are reluctant to discuss that they have to take medication for fear of being confronted and being ridiculed. I applaud the courage those members displayed by being honest and open during our open forum. At the Western Montana assembly there were concerns from a few groups that people were coming to meetings from the mental health system stoned out and over medicated. Newcomers are hearing the message of shrinks and anti-depressants being the solution, Other comments concerned that we are not God or doctors and we don't want to be responsible for someone quitting medication. It was also suggested that the leaders of the meeting keep the talk off of the medications. Others said they take medication but do not speak of it at meetings.

What I came away with from the two workshops were a couple of points. Newcomers are prone to be confused about this issue. Members with clean time and NA support system will be able to handle situations that involve taking medication. We need to educate hard-liners.

Communication is key. I inform my sponsor of every situation involving taking medication. Having the same sponsor for over 12 years is a plus. Informing my physician is of utmost importance. Besides telling my doctor of all my medical conditions, I need to be honest about being a recovering addict and a history of my drug abuse. I also need to explain what being a member of Narcotics Anonymous means to me and how the program works. Doctors tend to not be educated about addiction and often do not listen too well. On many occasions I have told doctors about being in NA, how long I have been clean and that I was a recovering addict only to be given a prescription and told "don't drink alcohol with this". Doctors are prone to whip out their script pad to fix what ever ails us. Recently I was given a narcotic to take for pain. I never heard of the medication and I was shocked. I was on the phone to my

sponsor and my doctor immediately. My sponsor told me to take the medication as prescribed but I still felt guilty especially after the medication worked and I was no longer in pain. But the guilt was so bad that I complained to my doctor and she found an alternate treatment that did not involve narcotics.

This brings a point I want to bring out. There seems to be a school of thought about NA and medication. Some members do not take any medication what so ever. Sometimes when giving their views of their own experience, they give an impression to others that there way was right with no other options being acceptable. Just an example is the statement I made about stopping taking narcotics because of my guilt. I have no problem with someone having to take narcotics for pain but for me the guilt was far worse than the physical pain. Another example is one I had with anti-depressants, I have been pushed by doctors to take them but when I talked to my sponsor his experience was that he had never taken them and he suggested I focus on the steps. I remembered one time seeing my doctor and I could not stop crying and she wanted me to take anti-depressants. I was glad that I took a stand and resisted. But what I was experiencing was grieving and I was able to feel the feelings. I believe there are situations where depression becomes so severe that even after applying the steps that it is necessary to take this medication.

It is important that we educate newcomers about getting and using a sponsor, reading our literature and informing their doctors. We must also educate those hard-liners in NA that frown over any use of medication. Many of those members have no knowledge or experience with members that have mental illness that require taking medication.

In our fellowship we have overcome prejudices before. Just an example was the issue of AIDS/HIV in NA. Members were told to leave meetings and were not made welcome. Even the Board of Trustees in a short bulletin of a couple of paragraphs took a stand of this being an outside issue. Well, through education, discussion and an environment of openness the Board of Trustees came out in 1992 with a revision of a bulletin that was more comprehensive and loving. Only problem is that it does not get much distribution through out our fellowship. So it is possible for our hard-liners to become informed.

On the issue of "What is NA's definition of Abstinence," There has been controversy concerning what is addiction. The Board of Trustees did a bulletin on the topic of addiction as it concerned sugar, nicotine, and caffeine. The Board at the time took a very non-committal stand saying that it would be a personal decision for each member. That response really surprised me since the Board of Trustees oversaw the completion of the traditions portion of "It Works, How and Why". On page 147 it says "Although addiction takes on a broader meaning for many of us as we continue in recovery, it's important to remember that we first came to NA because of our drug problems."

On a personal note, this topic was close to home, I considered myself very extreme when it came to NA or taking medication. When I had a couple of years clean I was put on asthma medication and was told I would have to take it the rest of my life. I really felt uncomfortable taking it and I stopped. I have had only one attack since then and that was about seven years ago.

I had seen members with AIDS and HIV talk about their struggles with having to take AIDS medicines that were very strong and toxic. Being HIV+ myself, I vowed to never take

any of those medications and I did well for many years without. This year I was presented with the same situation where my doctor wanted me to start taking these medications. I had to go through all the processes I spoke of above. I consulted with my doctor, health care workers, sponsor and my grandsponsor. I did my homework and did some studying on the medication and then started this year. This has been a very difficult decision for me. I have to experience some horrible side effects that I witnessed others having to go through. I still go through different feelings of frustration and anger. I am glad I can go to a meeting and talk about my feelings. I am glad I have been taught how to apply the steps and reach out. One thing I learned through working the steps is I can change my attitudes. If I focus on God, gratitude, and going to NA meetings I seem to persevere.

I hope as a fellowship we can be open about what we, our members are going through in life in a loving environment. We are recovering addicts and not doctors. The only requirement for membership is a desire to stop using.

## The New Jersey Region

“What is NA’s definition of abstinence? How does this definition apply to our members who need medication in recovery?”

“What is the Narcotics Anonymous Program?” states that “this is a program of complete abstinence from all drugs.” (Basic Text, page 9). “Why Are We Here?” states that “...our disease [of addiction] can only be arrested through abstinence.” (Basic Text, page 16).

One definition of abstinence is to refrain from an action or practice. Our recovery literature uses terms like “living without the use of drugs, not using, drug-free” to define abstinence.

The fellowship asks, then, how NA’s definition of abstinence applies to our members who need medication in recovery?

Upon a thorough review of the NA Basic Text, *Just for Today, It Works: How and Why*, and *In Times of Illness*, the most comprehensive answer, as written in *In Times of Illness*, is that “Narcotics Anonymous as a whole has no opinion on outside issues, including health issues.”

Accordingly, if we separate the drugs we used in active addiction to get high from the drugs we are prescribed as medication, the answer should be clear. We have no opinion on outside issues, including the health issues of our members. Yet the need to put this topic out for discussion surely suggests that the worldwide fellowship is not satisfied with that response as it pertains to the use of medication. Perhaps this issue is raised because our members are not aware of what is currently written in our recovery literature. Perhaps judgment is shared in lieu of experience, strength and hope. The fact that the entire NA Fellowship is seeking a solution to this matter suggests that, we, in all of our diversity, share this common internal controversy.

Are we seeking a conscience on abstinence versus medication? Are we seeking a solution to opinions or judgments of our members who take medication? Are we requesting new recovery literature to address particular types of medications? Or, are we overlooking the strength our tradition provides when it warns against forming NA opinions about outside issues.

We have come to know this as a program of complete abstinence from all mind-altering or mood-changing substances. So what about our members who are taking prescribed “mood-changing” medications? Should NA’s wording be changed? Or, can we maintain the principle of “no opinion” along with the suggestion that before agreeing to take any type of medication, for any type of physical or mental ailment, we ask ourselves the questions from *In Times of Illness*: *What are my motives for taking this medication? Am I taking this medication to get high? Am I imagining or magnifying my condition? Is this medication necessary right now?*

The answers to these questions are as individual as our surrender is to this program. “The ultimate responsibility for making medical decisions rests with each individual...With the support of Narcotics Anonymous, we find the strength we need to make healthy decisions for our own recovery.” (*In Times of Illness*, page 3).

*In Times of Illness* concedes that: “The use of medication in recovery is often controversial...[but] When we remember that the only requirement for membership is a desire to stop using, we as members can set aside our judgment of others. Clean time is an issue for

each of us to resolve individually with our sponsor and our Higher Power. An attitude of judgment on our part could cause great harm to another addict... When someone we know has been taking prescribed medication, we can help them by offering support and by sharing our experience, strength and hope. We fulfill our primary purpose by supporting another addict's recovery with an attitude of care, love and concern."

"More Will Be Revealed" addresses pain medication only, with no discussion on any other type of medication: "There are times, however, such as in cases of health problems involving surgery and/or extreme physical injury, when medication may be valid... This does not constitute a license to use..." It goes on to say that "Turning it over to our Higher Power and getting the support of our sponsor and other members can prevent us from becoming our own worst enemies... Honest sharing can dispel our fears of relapse... In this program of total abstinence, however, we need to feel no guilt after having taken a minimum amount of medication prescribed by an informed professional..." (Basic Text, pages 98-99).

*In Times of Illness* makes no mention of medication under the sub-heading "Chronic and Terminal Illness in Recovery." It simply reads "...It is our responsibility as recovering members of NA to provide the unconditional love and support that is so desperately needed by our seriously ill members."

Some of our members have expressed a desire for the creation of new literature addressing specific medications, and NA's approval or disapproval of their use by our members. Their hope is that NA's endorsement of the use of particular medications would alleviate negative judgment by fellow members. Our current literature suggests that in the spirit of our primary purpose to carry the message to the addict who still suffers: "we share our experience, strength and hope [about the use of medication and any other issue] instead of preaching and judging." (Basic Text, page 56).

"Tradition Ten restricts NA, as a fellowship, from stating opinions on outside issues. (*It Works: How and Why*, page 197). While this places no such restriction on the individual member, there are other NA Traditions that remind us that we must protect NA's common welfare, unity and primary purpose. Tradition One states that "placing our common welfare first is to say that each of us is equally responsible for NA's well-being." (*It Works: How and Why*, page 125).

Some of us believe that official NA endorsement, for or against the use (or non-use) of particular medications (types) threatens the integrity of our meetings, undermines our primary purpose and weakens NA as a whole. The Sixth Tradition states, "The message we carry in our meetings can either enhance our efforts to fulfill our primary purpose or distract us from it...Do we distract other members at the meeting from NA's message of recovery or give new members the wrong impression about the Narcotics Anonymous program?" (*It Works: How and Why*, page 170).

"No one can answer these questions for us. But by answering these questions for ourselves, we can help free our group of problems that could divert us from our primary purpose." (*It Works: How and Why*, page 170).

Narcotics Anonymous is a program of recovery from the disease of addiction not a particular substance(s). *Welcome to Narcotics Anonymous* states "Most addicts experience very



similar feelings, and it is in focusing on our similarities, rather than our differences, that we are helpful to one another.” In that spirit, many of us have been guided to keep our drug(s) of choice anonymous when sharing in a meeting. This same guideline can be applied when sharing about medications. There are probably as many medication types and scenarios for taking those medications as there are recovering addicts. Endorsement of one over another will undoubtedly leave room for exclusion. “The unity underlying our common welfare requires personal commitment and responsible action.” (*It Works: How and Why*, page 128). Anonymous sharing will avoid many problems. Our purpose is to not give addicts a reason to disqualify themselves from their right to recover.

“The strength of our mutual commitment to NA creates the unity that binds us together in spite of all that might divide us. The common welfare of NA depends on the continued growth and well-being of the fellowship [and each individual addict] in every corner of the world.” (*It Works: How and Why*, page 126).

The decision to take medication rests with the individual member. Our recovery literature supports that fact and also suggests how other members should respond to the member who has chosen to take medication. Members who take medications are also responsible for their part in this controversy. “More Will Be Revealed” states “Our bodies don’t know the difference between the drugs prescribed by a physician for pain and the drugs prescribed by ourselves to get high. As addicts, our skill at self-deception will be at its peak in such a situation.”

Medications have side effects. These side effects may blur the NA message we carry while speaking or when participating in H&I and PI. Presentations. “Groups [and Sub-Committees] can practice the Fifth Tradition by reminding their members that the recovery message, not individual personalities, is primary in Narcotics Anonymous.” Although we may be powerless over the side effects caused by medications, “Each member is responsible to help...keep our primary purpose in focus.” (*It Works: How and Why*, pages 164-165).

Tradition Six states “Carrying a clear message of recovery in NA reflects integrity... Because our message is also our identity, we take care not to confuse it...” (*It Works: How and Why*, page 171) so “that an addict, any addict, can stop using drugs, lose the desire to use, and find a new way to live. Our message is hope and the promise of freedom. (Basic Text, page 65).

“For all the diversity of individual opinion among our members, Narcotics Anonymous itself is united in having no opinion on any issues apart from its own program.” (*It Works: How and Why*, pages 199-200).

This paper has been influenced by a careful and spiritually based reading of our current literature.

## **The Peru Region**

We start from the basis that NA is a program of complete abstinence, but that under certain conditions it is valid to use medication. An advance and elemental conclusion is that to use medication without prescription, or to exceed the prescribed dosage, is to continue with the addiction; to do the opposite, that is, to take medication responsibly is part of recovery. A point that distracted us from the discussion was to try to find out the difference between medication that alters one's mood and the central nervous system and those that do not do it. I am sure that because of our inexperience in such matters lead us at some point to go over the limitations of NA. We found that some members took inflexible positions pointing out that all medication (including lithium) prescribed by psychiatrists produce some type of alteration in the central nervous system. They believe that many times a prescription justifies the addiction and that it is easy to get a prescription to use. They prefer not to take anything that alters their mood and the central nervous system, and strongly suggest that all visits with professionals, including dentists, they be informed about the addiction. They shared that in their experience they have found in faith (prayer and meditation) a good remedy to all types of ailments, from headaches, back pain, and tooth pain to insomnia and gastritis. They support their idea in the belief that any pain, even great pain, will pass. Simple things such as going to meetings, making phone calls or talking with someone, works better than medication. They insisted that only the individual, and not the physician—even if he has many diplomas and great knowledge—is responsible for his recovery. They also mention that not all professionals are up to date on questions of addiction.

Other members have a more flexible approach to the issue. They agree that the use of medication is a delicate matter in NA and that it is difficult to give advice on the matter. The fact is that this is a matter that concerns physicians and not members of NA. But they also agree that in certain cases, there is no reason to deprive one self of scientific knowledge, especially if it is a question of taking care of one's health and life. They believe that physicians know how to give medications without causing addiction and they have trust in them. Although they accept that it is always dangerous the use of certain medications in recovery, they admit also that sometimes it is indispensable. Some of our members shared that if they do not take certain medications, they lose control over themselves and become very violent. Some of them even mention that if they do not take medication that regulates their behavior, they could kill someone or kill themselves. Members that have high blood pressure and cardiovascular problems spoke, and also those that use inhalers and take anti epilepsy medication. Many of them have no problems in using medication to relieve these ailments (they take chips for clean time and celebrate their anniversaries), but they point out the necessity to correctly inform about their addiction to the health professional. A member who is a health professional shared his experience. He talked about the episodes of hypertension, which are normally treated with tranquilizers. He prefers to treat it with continuous prayer. He also talked about muscular spasms, which are treated with anti inflammation medication, and that he has no problems taking it.

Here we arrive at an interesting crossing. It seems that when the concern is over viral illnesses, there is no problem in taking certain medications. But, when the concern is over

psychosomatic illnesses, it is better not to take them. The best thing to do is to find other mean, other resources to treat these illnesses. But it is necessary to look for them. May be this is also part of the daily efforts (creative actions) which are part of recovery by means of NA. Natural or plant medicine could be a new and good option for not exposing one self to bigger risks (although some one warned over the risks of this type of medicine because some medicinal pants have chemical substances). There was discussion over the need to use medications to attack other illnesses that happen in recovery, or that are additional to addiction, but not to treat the symptoms of addiction, which brought us to NA (such as depression).

Recovery is a matter of personal responsibility. And it is necessary to look for answers within the program, through the steps. We all know that drugs are not the problem. The disease of addiction is the problem. But we also know that not only drugs alter one's mood. In the long run everything has a chemical substance, including coffee, tea, chili, some plants. Some of us believe in medicine. Some don't. But the reality is that many people in NA, for different reasons, need medication. It is important to respect and help people. It is important to try to understand people who need medication to stabilize their mood. Addiction is Obsession + Compulsion + Ego (even without drugs). We should be careful not to fall in the rigidity of "total abstinence." Not all drugs (medications) cause addiction. Some members cling to the idea of "total abstinence" and ended up committing suicide.

## **The Western New York Region**

What is NA's Definition of Abstinence? How does this definition apply to our members who need medication in recovery?

About the only common thread in our discussion of this controversial topic is that this is an intensely personal issue—an issue on which NA should offer no opinion or definition.

While we agree that this topic certainly merits fellowship-wide discussion, it is our collective opinion that NA is a program of complete abstinence. The definition of abstinence, however, should be left as a self-defining measure. We reached this conclusion after much dialogue about what constitutes a mind-or-mood altering substance. Of course, nicotine, caffeine, sugar, St. John's Wort and even vitamins were introduced into discussion. This topic revealed itself to be loaded and multi-layered. Opinions ranged across a gamut and a point of consensus was reached that abstinence from all drugs need not be any further defined. Indeed, to state that NA is a program of complete abstinence from all drugs is quite likely erroneous. We believe that everyone is welcome in NA and to begin to dictate the terms of abstinence would severely limit our message of hope and promise of freedom.

Since our only conclusion of the definition of abstinence is that it is self-defined, our application is equally simplistic. We have no opinion on the use of medication by our members. As non-professionals, we believe that it would be dangerous to formulate any set mandate on this issue. During the course of our discussion, we were provided with a myriad of horror stories of individuals told to stop taking their medications who consequently suffered severe ramifications as well as examples of members whose continued existence is directly related to their use of medication. Again, we must express that this discussion topic was laden with thought provoking controversy. In the end, we maintain that it is up to our members to determine their own definitions and that the use of medication is similarly personal, and as such should not be set forth in a potentially dangerous edict.

**WHAT ACTION DO WE, AS A FELLOWSHIP, NEED TO  
TAKE TO RETAIN OUR EXPERIENCED MEMBERS  
WITH SUBSTANTIAL CLEAN TIME?**

The following papers have been developed by conference participants for discussion at WSC 2000. The topics were prioritized by conference participants at WSC '99

*Note: The papers from the following regions have been translated into English: Argentina, Colombia, and Peru.*

## The Argentina Region

**What measures should be taken as a fellowship to retain our members with time and experience?**

When I first came to these self-help groups, (8-15-77) what most attracted me was:

- I was not alone
- I was free to opionate on what I thought
- No one would order me
- I had to continue doing regular life things (I had at the time 5 daughters)

But like it says in (Spanish) Basic Text page 102, I did not identify

- the focus was on the symptom: the principle was the "structure" or the outside. I started to be the center and cared how I spoke, how I looked
- I had to be a good person

At 3 years clean, I had a crisis, it was either continue in the 12 steps or leave. I had been in the seminary (studying to be a priest): what values did I want for my life? Although, I was not entirely in agreement with their way, my principle's coincided with the principles of the 12 steps.

Years later, my friend Beto who founded NA in Argentina (13 yeas ago and thanks to all of you, I have 21) Now I identified: I could speak, I could express what I felt with the amphetamines and the barbiturates. Immediately it (symptoms) moved to second place, it was no longer important. It did not matter what a good person I had been, (3 years of philosophy, 2 of theology). It began to be important to "feel." No longer was it only important to opionate what I thought. I had the right to feel what I felt. It was not wrong to feel, even if the feeling was not "good." It was important only if I followed it or its orders. I was no longer interested in who ordered me around. The importance was to carry the message. Not only was I not alone, but we would take the message together to alleviate and deliver compassion to the addict who still suffers. Not only did I have to continue to do life's chores but I had to share how I did it in order that I not rot inside.

It was no longer important to be a good person. I was no longer the object/center of my life. The center of my life/ object of me, is the addict who still suffers.

Many times I have distanced myself either greatly or minorly in regards to service in NA. I feel at times that's the result of not putting the addict who suffers or in proper perspective, as a value.

At times because my world was my center (navel implying center).and at other times because I did not know how to wait for others, as others had waited for me. As my friend Seneca says: "It is not that we have no time, it is that we waste the time."

As in the fellowships more established, the "pure" alcoholics were separated from the "crossed alcoholics". In the region it was proposed that the World Delegate be a "Pure" addict. "Pure" implied to be "bringing" experience from the United States. (sic)

When it appears that "personalities" are the focus of the meeting, it is no longer the addict who suffers, but my obstinate ideas and to affirm that, if I may interrupt, lobby the best

political style I can muster (not politics, which is another matter) "bringing down the lines" as to how votes should be made.

The manuals are not respected, I use them only to serve "my personality." If I realize that after the vote is taken the way the manuals state and I lose the vote then I lobby to change the voting procedure. If I see the voting works like the manuals say according to my liking and I win, then I have to abide by the manual at any cost.

The region is "not respected in its own "internal norms of convenience"

- From the inferior structures of service it is implied in the "name of NA in its totality" give conduct instructions to those in higher positions.
- Some of us veterans give experience as if it were the only valid thing, above all the experience of the Higher Power.

then:

- Identification is lost
- Freedom is lost
- Feelings are lost
- my point of view is lost
- the addict who suffers is lost
- Is it worth the trouble to continue?

Written for the World Delegate - RAUL - who will take to the annual meeting 25-30 April 1999 in California (World conference). I hope these two experiences will serve to carry the message to the addict who suffers. However, the paper was forgotten in a "bibliorato" [lever arch file] of jurisprudence and found on 8-29-99, in time to send it to this WSC 2000, and only the Higher Power knows why.

## **The Carolina Region**

Dear Fellow NA Members,

Thank you for taking the time to read this issue position statement. My name is Charles Francis. Though I am an individual member who has written this statement, it is much more than my personal insight. The ideas expressed here come from years of discussions with many other members, and I will attempt to express how many of us see the nature of the issue that confronts us. The issue is what can we as a fellowship do to retain our senior members who are leaving for various reasons.

Some of the ideas come from personal experience and insight. It comes from a great deal of looking deeply at myself, and looking at our fellowship with our primary purpose well in mind. I should point out that I do not claim to know exactly what will fix the problem. The issue is complex and has many causes. We should be very careful to not fall into the trap of thinking that there is one cause, and therefore one solution. Any solutions that we may propose in this statement are only the beginning.

There is one more caution I would like to make. The issue of our senior member leaving is a long-term problem. Any solutions that we attempt to make should be concrete solutions, and we need to follow through with them, even if we need to revise them in the future. The point I am trying to make is that this issue is discussed at many of the different business meetings that I attend, but never have I seen a possible solution implemented, and the discussion on the issue usually fades away after about two business meetings. The usual conclusion is that it is an individual problem, and that our members simply need to work their program better. We must make a serious attempt to keep our senior members. They are much too valuable to our fellowship for us to lose.

### **Our Founding Fathers**

About 47 years ago, our founding fathers started this fellowship with the intention of giving addicts an opportunity to recover from active addiction. Most of the focus was on how we could get clean and stay clean, and how this fellowship could get off the ground. Though it may be difficult for us to know exactly what they were thinking at the time, it is not too difficult to figure out what they were not thinking of. What they were probably not thinking of is what would be the issues confronting us 7 or 15 years into our recovery. They couldn't possibly know. They did not have the experience of being clean that long.

### **The Mid-Recovery Crisis**

There is something very interesting that happens to recovering addicts usually between those 7 and 15 years of recovery. They seem to go through what I call a "mid-recovery crisis". What is more interesting is that for many of our members, those years coincide with the mid-life crisis that many non-addicts go through. What happens is that during this period in our recovery, many of us begin questioning the accomplishments in our lives. Some of the things we question are our success in our careers, relationships with family members (parents, brothers, and sisters), and relationships with a spouse. Do we have our own family, and our own home?

With recovering addicts there is one more issue that we question, and that is our accomplishments spiritually and how this fellowship is providing for our spiritual needs. Many of us realize that we still face difficulties in life, which we thought we should have overcome by now. Some of us realize that this lack of progress comes from not being very



involved in our own recovery, and we are inspired to take the 12 Steps more seriously if we want to continue growing.

Then there are others who begin losing faith in the 12 Steps, and the idea that the steps have the solutions to our problems, and begin to drift away from the fellowship. Many of them go searching for solutions to their problem through medicine and psychiatry. These methods were not sufficient before we came into recovery, and they are still not sufficient. Our disease continues to resurface when we rely on medicine and psychiatry.

Many members are unable work through the mid-recovery crisis, and eventually relapse. I'm afraid that this is the more common scenario. I lived in a large area before I moved to Western North Carolina. We had about seventy members with over ten years cleantime, and about five members with fifteen years or more clean. I have watched almost every single member relapse as they approached fifteen years clean. This is a very serious problem.

The conclusion that I came to in my recovery was that the 12 Steps did give me the tools for long term spiritual growth, but the fellowship of Narcotics Anonymous fell short of providing for a much deeper need to truly know God for myself. As a result, I have gone outside of NA for more in depth spiritual guidance, but I do remain very committed to carrying the message of Narcotics Anonymous. This is where my roots are, and I am committed to helping cultivate an environment where everyone's needs are provided for, whether you are new to the program or have been here for many years.

Let's be honest with ourselves. Narcotics Anonymous was not designed for deep spiritual development. Just look at our literature. Most of it focuses on our newer members. Look at our subcommittees. Most of them focus on either carrying the message to our newer members, or the handling of business.

If we want to keep our senior members, we need to give them a good reason to stay. We need to provide for those who thirst for greater spiritual awakening, and we need to provide for those who are struggling and too proud to admit it.

### **The Promise**

Many of us have been told that the only thing that NA promises us is freedom from active addiction. This is a tremendous accomplishment when we couldn't go a single day without a drug. But what happens when we are free from active addiction? What can we expect from our fellowship then? What do we as a fellowship claim that we will provide for those who have achieved freedom from active addiction? We must reexamine closely what it is that we promise our members. If we want to continue to promise only freedom from active addiction, then maybe we need to make it known that they will have to go elsewhere for deeper spiritual fulfillment. If we do not want them to go to another fellowship, then we need to let them know that this fellowship will provide for their needs, and we must deliver on that promise.

### **Discrimination**

I think our fellowship has done very well to not discriminate against our members because of age, race, sexual identity, creed, religion, or lack of religion. But despite our best efforts, we have fallen into the trap of discriminating against our member because of the amount of cleantime they have. Of course, it is not an intentional or malicious type of discrimination. This discrimination is more of a neglect to address the needs of our senior members.

We hear many times the use of the term "old-timer." This is a rather elusive term. We are not sure how much cleantime you need to be an old-timer. Well, the term arose when we

began calling other members “newcomers.” If we apply the principle of duality, we can easily see how the term old-timer came about.

Through the principle of duality we define opposite. If there is a right, then there must be a left. If there is an up, then there must be a down. If there is hot then there is cold. And if there is a newcomer, then there must be an old-timer. And doesn't it stand to reason that if we say that the newcomer is the most important person at any meeting, doesn't that make the old-timer the least important?

Yes, that is the message that we are carrying. Think for a minute when you had just gotten clean, or maybe when you had a few months or a year clean. How did you see our senior members at that time. If you are anything like me, you probably thought they were so spiritual that they no longer had any problems dealing with life. It seemed as though every word they spoke were heavenly words of wisdom sent to us from God. And as a result, we viewed them as already understanding the message of Narcotics Anonymous, and therefore it was no longer necessary to carry the message “to” them. Well today, this is how many of the newer members view the senior members.

I should point out that there are many senior members who still consider themselves as newcomers, and not old-timers, and that this issue, for them, is irrelevant. But remember that discrimination is not about how we view ourselves. Discrimination is about how we view, and therefore treat other people.

Now here we are. We are that member with many years of cleantime, and reality has set in. Life is so much better than those early days when we were struggling to stay clean, and our self-esteem was very low, but we still have many struggles in our lives. Many of the struggles are new to us. Our need for a more intimate relationship with a Higher Power is greater. But our needs are not being met because the majority of the fellowship still sees us as already fully understanding the message of Narcotics Anonymous.

We still need to hear the message, but it is a deeper message we need to hear. We need to carry the message to our senior members, because they too are addicts who still suffer. And doesn't our 5th tradition tell us to carry the message to the addict who still suffers? It doesn't discriminate between newcomer or old-timer.

### **What is the NA program?**

This need to carry the message to all addicts is one of the reasons behind the motion to change the statement “The newcomer is the most important person at any meeting....” Our fellowship as a whole is maturing. Our needs have changed tremendously from those early days. We are facing new spiritual challenges. And if we are going to continue to prosper, then we probably have to ask ourselves, in a new light, “What is the NA Program?”

It may be time for us to redefine ourselves. Are we still a society of men and women for whom drugs had become a major problem? Or are we more than that? I, and many other members, think that we have evolved to something more. If that is the case, then we need to have our literature and the focus of our committees reflect that.

### **How do we change Narcotics Anonymous?**

I've thought about this a great deal, after talking to many members. The suggestion that I keep getting from other members is the greatest changes will probably come from our changes in our literature. But then I realized, that it is not just any literature. I think the literature that will have the greatest impact is the literature that we read at the beginning of every meeting, especially “What is the NA program?” This is the definition of who we are. If we want to

change the attitudes about our fellowship, then changes in the definition of who we are will have a tremendous impact.

### **Motion to change “What is the NA program?”**

My home group here in North Carolina, is sending a motion to the 2000 World Service Conference. The motion is to change the sentence “The newcomer is the most important person at any meeting, because we can only keep what we have by giving it away,” in the reading “What is the NA program?” and in the next revision of the Basic Text. The proposed wording is as follows:

“Every NA member is equally important and in the spirit of our primary purpose, it is also very important that we carry the message to all addicts who still suffer.”

The intent of this motion is to clearly express the intent behind the 5th tradition, that our primary purpose is to carry the message to all addicts who still suffer. It doesn’t discriminate between newcomer or old-timer. The new statement also clarifies the intent behind the 12th tradition, that all addicts are created equal.

We believe that this change will have a great impact on the way we view all of our members. The focus of our efforts follow our attitudes about our members and our fellowship. If we are going to make any lasting changes in our fellowship, we must reexamine our attitudes and find out where they come from and how we are cultivating them.

There is another motion we have made. That motion is to ask the World Board to make an ongoing effort to address the needs of our senior members. This particular motion has produced some controversy, and I believe most of it stems from misunderstanding. The opponents say we are trying to give the senior member preferential treatment. That is not the case. We are looking to give all of our members the attention that they need. We still believe very strongly in carrying the message to newcomers. We also believe very strongly in carrying the message to our senior members, because they, too, suffer. As long as we have nerve endings and emotions, we are of the nature to suffer.

### **Other possible solutions**

These 2 motions we have proposed, are only 2 possible solutions. We do not claim that they will fix all of our problems. There are many more things we can do to improve our fellowship, and I have great confidence in many members who can come up with some good ideas. Here are some ideas we may want to consider:

Write literature that focuses on greater spiritual awakening. Meditation would be a good topic.

- Spiritual retreats 5 days or more.
- Focus more on teaching the 12 Traditions.
- Find a way to get our senior members involved in service again. Sometimes, all we need to do is ask them, and remind them that they are very valuable to our fellowship.

### **The 12 Traditions of NA**

I want to make some mention of our 12 Traditions. More importantly, I would like to talk about our attitudes about the traditions. In my personal recovery, there was not very much emphasis placed on understanding the traditions. I thought I had enough work to do with the 12 Steps. I thought the 12 Traditions were something I only needed to focus on when I was involved in service. And as a result, my knowledge of them was very limited. Another result, was that I only considered them when we were in danger of violating one of them. I think that much of the fellowship can probably relate to this view of the 12 Traditions.

What I have realized is that I, as an individual, treat the 12 Steps much differently, than the way we, as a group, treat the 12 Traditions. My approach to the 12 Steps is a proactive approach, that is, I “work” the steps. We as a group, take more of a “reactive” approach. We think in terms of whether we are violating any of the traditions. There are ways we can work the traditions, and some of them we are already doing. But our limited understanding throughout the fellowship of the 12 Traditions, limits our ability to achieve the freedom for the group which springs from our traditions.

This is another area we may want to examine. How can we as a fellowship “work” the 12 Traditions? How can we change our attitudes about the traditions?

### **Conclusion**

In this position statement, I have attempted to address the problem of the alarming number of our senior members who are relapsing, or at the very least drifting away from our fellowship.

Our fellowship was originally designed to carry the message to the newcomers, as they have been regarded as our most important members. This is clearly demonstrated by the focus of the majority of our subcommittees such as H&I, PI, and Helpline. We as a fellowship must accept the responsibility of addressing this problem, as part of the cause stems from the attitudes we have cultivated. And as a result we have inadvertently discriminated against our senior members. The general attitude about our senior members is that they should simply work their program as they have learned. The fallacy of this thinking is that it places too much emphasis on knowledge as the means to our recovery. Let us not forget how important it is for us to receive the support from our fellowship in order to grow spiritually. We only need to look at our 1st tradition to see that our personal recovery depends on NA unity.

I believe that the solutions we have proposed are a good start in dealing with the issue of our senior members leaving the fellowship. We ask for you to vote in favor of the two motions mentioned earlier in this statement. These motions will be presented as new business at the 2000 World Service Conference. The first motion addresses the problem of the attitudes we have about some of our members, that some members are more important than others. Our 12th tradition was intended to create an attitude in our fellowship that all addicts are created equal, that no member here is important than any other.

The second motion deals with placing the responsibility on NA as a whole for dealing with the problem of our senior members leaving. We must make an ongoing effort to address the needs of all our members. Our 5th tradition tells us to carry the message to all addicts who still suffer. It doesn't discriminate between newcomer or old-timer.

Our fellowship has changed so much from the early days. Not only has the number of member increased dramatically, but our needs have changed. Our fellowship is maturing. We have many members who have achieved freedom from active addiction, and whose spiritual needs are greater than what this fellowship may be providing. We also have many members who are still struggling with life's problems. And of course, we will always have the members who would simply like to go a day without a drug. If we expect to be able to keep all sectors of our membership, shouldn't we begin addressing all of their needs? Isn't it time we ask ourselves with a new perspective "What is the NA Program?"

I thank you once again for your time and attention, and I look forward to working with many of you in the future.

## **The Colombia Region**

One day everybody find the way of NA

Our “burdens,” although of different weights, had many things in common. For all of us it was pleasant to know this and almost immediately everyone started unpacking his sack, full of pain, murky memories, and suffering.

In doing it, we learned to detach from all of those vane things that we have carried for many years and started the process of recovery with the help, sympathy, and strength of others. Especially from those who have gone through a big portion of the path and that with their presence and experience illuminated our steps to make it better and more productive. In many of them we find a sponsor who helped us strip off our sick spirits, and, opened the way for a higher power to heal us.

Time passed and not all of us who started the path of recovery in NA. decided to be part of the service structure, although at some time each one of us had an activity related to service. But what did develop in each one of us was a personal vision about “how NA should be” and “what is missing in NA” to become something that NA may never be.

Then we became the most severe critics of all the actions, facts and ideas of our comrades.

On the one hand, the “veterans” making use of their “far reaching experience” wanted to set the sacred laws for the model member of NA.

The “good veterans” condemn severely every creative, spontaneous and new action by newcomers (almost always euphoric). In the name of principles and acting in good faith, they restrict the possibilities that the new generations experience for themselves their capacities, develop tolerance to frustration and learn to serve according to their abilities and talents.

In the other hand, the “irreverent newcomers” who after reading the Basic Text in a week, now are ready to be speakers at the next workshop on the steps and “know” about the traditions and concepts of service as they do the palms of their hands. Soon they develop dislike for the “veteran, brontosaurus” and put their names next to the old timers, with the purpose of ending their hegemony and save NA from disaster.

Today (when I write these lines) is September 25, 1999, Day of World Unity. Today also met the Area Service Committee of my city, Medellin (Colombia), as we have done it in the last 8 years, the last Saturday of each month... Today I have decided not to be on the side of service.

Five years ago I started being of service in the group “Hope,” some months after arriving in NA. For two years I had different positions in the group. I was GSR and an active member of the area PI committee. On the third year I was elected area coordinator and the following year I was reelected for the same position. Last year (1998) I was elected as a member of RCM of Colombia and at the same time was elected coordinator of RSC.

In March of 1999, at our annual service meeting, we were able to approve a “new” regional structure (new for us), based on the “Guide for Local NA Service” and since then I became the GSR representative for my regular group.

As you can see, I had the privilege to know all the levels of service of a region and I would like to be part of the next level, such as the panel on human resources or to participate in the Latin American Zonal Forum. But something is happening in my personal process.

During these 5 years I had heard about the so called “veterans illness” and I never thought I would experience the symptoms of that “syndrome.” However, it is evident that the time comes when our members with some time in recovery pull away.

I can state with certainty that the reasons vary with each person, and each person argues about different feelings and compromises which leads him to make that decision. But in each case reality shows evidence of very similar and very painful experiences because of a brotherhood based on spiritual principles and on a program of spiritual growth. That should generate among its members the respect, interest, and appreciation by those who have traveled the opening the path for each generation.

All of us have the responsibility to generate a new era in our interpersonal relationships. It is in each of the regular groups where a new way to relate among each other should be developed.

It is true that it should derive from the personal practice of the steps and that the autonomy of the groups should create the conditions to achieve it.

But it is also true that the world services have to take a big part of the responsibility since the “written material” through which regular meetings take place, and through which we do every thing in NA (for all of us that is the “only way to do things officially approved”), should establish it in some “Manual of Coexistence and Maintenance of a United Structure.”

I reiterate, it should be in the regular meetings where we should get in the “habit” of respecting each other, of tolerating each other. Of appreciating each other and to create constructive guidelines of service.

## **The Hawaii Region**

What action do we, as a fellowship need to take to retain our experienced members with substantial clean time?

Speaking as a member with over 30 years, I can tell you there is nothing the fellowship can do to retain me, although a special cushioned chair at meetings an occasional neck and back rub, and endless adulation from all the lovely ladies in the fellowship would be good for starts.

Aside from that, nothing external can take the place of what motivates me from within.

I have never gone more than two weeks with out attending a meeting and that has only happened a couple of times. I absolutely love narcotics anonymous and all that we represent.

I have seen literally thousands of addicts walk through our doors, some stay, some stay a while, but most seem to miss the point.

I have talked to many of my old peers in recovery and have asked them why they don't come around any more. Usually they know all the right words so they avoid saying they are cured. Its usually something like "there is more to life than just going to meetings, or I don't get anything from the meetings I attend, "there is no real recovery being shared and I have to find other ways to get my needs met." Or simply they feel they don't need to come.

Some have been hurt and have deep and abiding resentments over something that had happened to them in the rooms or through their involvement on some level of our service structure. As a result they became disenchanted and it became impossible for them to see the forest through the trees. I know many that were unable to let go during our transition with the language and terminology.

I could go on and on with a list of reasons. I certainly will not minimize someone else's perceptions or reactions to life as I have learned that only my higher power knows the flight of another bird. I just know for me I can never afford to let any thing get in the way of my recovery, I am basically doing today what I did when I first came in these rooms, only because it is the only thing that ever worked for me. I have been on a roll for a long time, I ain't about to mess around with it now. Besides it could prove fatal.

However having said that, I have to get back to some of the truths of our fellowship.

There is no set way of doing anything in Narcotics Anonymous. It would be nice (although probably boring) if every one behaved like good little sheep and followed a conference approved script. But I am not willing to give up our diversity.

Passion, passion, passion is the flip side of the coin of desperation. Once we get past the state of desperation we either turn it into passion, or we fade away. I believe once an addict looses the sense of magic about this program they are in trouble, because they will start looking for it somewhere else. The danger is if you have this disease there might not be a someplace else.

That's my humble opinion as to why.

But to get back to the main question as to how?



This question gets a lots chuckles and side shots from members who read it. Things like “blank them,” if they don’t need us then we don’t need them. Or they are no different from any other addict and they are responsible for their own recovery just like any one else.

I am not sure if the question is how do we get those members back who have stopped coming around? Or how do we get those members that are still showing up to become more involved?

I know a dozen or so members that are still clean that have nearly 30 years of recovery as a result of Narcotics Anonymous but haven’t attended a meeting in over ten years. I know others who feel they are involved but not in the way that many of us would like to see them.

There was a meeting at the San Jose world convention called 30 and over. I bet not many people attending realized that a few of those members who were sitting up there had not been active in NA in along time.

There is no doubt in my mind that the loving positive response those members were given had a positive impact on them, I wouldn’t be surprised to be seeing more of them. I believe that kind of loving gesture is the kind of thing that will make many so called long term members feel of value to the fellowship.

It seems we don’t like to use words like honor and respect very often in NA. We seemed to have developed an interpretation of our 12th tradition that indicates the person along with his or her personality is supposed to become invisible. God forbid their ego’s should become inflated.

If one has been around a while he or she has learned the emptiness in fame and honor and have learned to keep their ego’s in check.

Those members (persons) in San Jose should have been honored, if for nothing else other than the fact that they were the gate keepers during some very tough and lonely times for Narcotics Anonymous.

One thing I have seen that is appalling, is how we say thanks to our trusted servants after they finished serving us. There are hundreds of members who are coming up on 15, 20, and 25 years that gave their blood, sweat, and tears, as well as a lot of personal resources to walk us through some very trying times. Sure they will say “hey my gratitude speaks” but to retain them so they are more involved might take us saying, “our gratitude speaks” funny how we are remembered for our screw-ups but not for our selfless efforts.

It would be impressive if we would take the time at our regional conventions to have all the past area and regional trusted servants from the beginning of that regions’ inception stand up and be recognized. To be honored for what they gave back to NA not forgetting our anonymity I believe it is important that we show some gesture of valuing one another.

May be we should add to the chant “keep coming back because we need you as much as you need us.”

## The Peru Region

### **What measures should we take as a brotherhood to keep our members with long clean time and experience?**

A previous question became the first question. Why aren't they here? May be because...

- New responsibilities.
- Lack of identification with new members.
- New members don't respect the anonymity of older members.
- Addiction to NA creates family conflicts.
- Pride ("disease of the old ones")

NA grows and changes constantly. Although some/many of our old members don't grow and change at the same rhythm. Then they say that NA doesn't grow or change. Some times they come to meetings and after looking about they leave saying "NA is not what it used to be."

As a result we made a second question: What to do to encourage them to come back?

- We all share responsibility.
- Improve the atmosphere of recovery.
- Create new spaces (meetings with special interests for veterans).
- Invite them, look for them, visit them, and call them over the phone (individually or as a group).

Our oldest members are an important resource for our brotherhood. It is necessary to give them attention, to understand and respect them, instead of only criticize them. We could invite them to speak at meetings or workshops for new comers. We could also ask them to take a commitment, which they haven't had, in a long time. Maybe now they need our encouragement, the same way that they encouraged us in the past.

Many times we think that, because we don't see them often in our meetings, they are no longer interested in NA (and their recovery). Then, after talking with them, we discover that that is not the case. They were just busy or had a serious problem. What is certain is that all along they needed our help and encouragement.

The same thing that we can do to prevent them from leaving is also what we can do to encourage them to come back.

## **The Western New York Region**

What Action Do We, as a Fellowship, Need to Retain Our Experienced Members With Substantial Clean Time?

In order to retain experienced members with substantial clean time, as a fellowship we need to continue thinking about this—not merely as an issue discussion topic—but as a facet of the function of NA.

Interestingly, the central theme to our answer to this question is that there is no easy, set, specific answer. In many ways, there is not a whole lot that we as a fellowship can do. Some suggestions that are most tangible and achievable are as follows. We believe that we can take specific actions to engage experienced members who are currently unengaged. For example, similar to the manner in which we welcome newcomers—taking them for coffee after the meeting—we can make the same offer for experienced members. We can also reinvent our current “clean time countdown” etiquette. Just as everyone cheers and hugs the very newest of newcomers, we can do the same with “oldtimers.” (We can even rush over to them with a World Pool resume!) This twist has the potential to change the dynamics of the situation. Other suggestions we offer are making a concerted effort to select experienced members for speaking engagements and holding special events or meetings geared toward experienced members.

Another common theme which surfaced was that service work was often a critical component in retaining experienced members. Service work often serves the function of creating relationships and friendships which form a bond among experienced members. This humanizing aspect often constitutes a reason why experienced members retain themselves. Herein lies another of our contentions—that the answer to this issue discussion topic is an individual responsibility. As one participant stated, “NA can’t retain me...I retain me.” Similarly, experienced members can practice this responsibility and broaden it by reaching out to other experienced members. In many ways, an “each one, reach one” campaign! **What Action Do We, as a Fellowship, Need to Retain Our Experienced Members With Substantial Clean Time?**

In order to retain experienced members with substantial clean time, as a fellowship we need to continue thinking about this—not merely as an issue discussion topic—but as a facet of the function of NA.

<b>NOMINATION FORM</b>
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**Dear NA Member,**

Before you complete your service resume form, we would like to let you know a little more about service at the world level.

The position for which you may be nominated will require that you make a commitment of at least two years, with the possibility that your commitment could last for up to six years. This means that you may be asked to make a considerable investment of your time. You may be asked to travel and spend time away from your family, your job, and your home. This can mean as much as one weekend every month away from home, and also the week of the conference. You may also be required to spend some of your personal funds in order to fulfill your responsibilities. Certainly you will have work to do at home in your spare time, such as reading or writing reports and discussing the plans and objectives of your work with other members. In addition, you may be asked to participate in conference telephone calls that may last several hours.

In order to provide our fellowship with the very best level of service possible, we ask that you carefully consider the responsibilities that go with the elected position for which you may be nominated. You may wish to consult your employer, your family, and/or your sponsor. Talking with members who have served at the world level may give you additional insights into the commitment involved. Service on this level has many rewards and may have a profound effect on your life and personal recovery. However, it does not come without hard work, long hours, dedication, and personal sacrifice.

The World Pool Resume Form is for all nominations. The positions that are available at WSC 2000 for nomination and election are: four positions on the Human Resource Panel, two positions for the WSC Co-Facilitator, and twelve positions for the World Board. More information about these positions and the process to be used this year will be available prior to the conference. The HRP will submit nominations for World Board members and for WSC Co-Facilitators.

Resumes are reproduced and distributed to all conference participants prior to elections. In order to facilitate this process, please ensure that you use the form provided and do not substitute it for another format. This is the only format that will be included in the package that is distributed to conference participants. The World Pool Resume Form is in the *Conference Agenda Report*, posted on world services website, [www.na.org](http://www.na.org), or available upon request from the WSO.

## **NOMINATION FORM**

**NOMINEE: (print)**

**NOMINATED FOR (position):**

**NOMINATED BY: (print)**

**SECONDED BY: (print)**

**SIGNATURE OF MAKER:**

**SIGNATURE OF SECOND:**

**SIGNATURE OF NOMINEE:**

**(SIGNATURE OF NOMINEE SIGNALS ACCEPTANCE OF THE NOMINATION)**

## WORLD POOL RESUME

Please type or print legibly and return to:

Human Resource Panel, NA World Services, Inc.,

PO Box 9999, Van Nuys, CA 91409

### Personal

Please check what you are interested in: WB\_\_\_\_\_ HRP\_\_\_\_\_ Co-F\_\_\_\_\_ Projects\_\_\_\_\_

Name \_\_\_\_\_ New Resume\_\_\_\_\_ Updated Resume\_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Postal Code \_\_\_\_\_ Country \_\_\_\_\_

Home Phone \_\_\_\_\_ Fax \_\_\_\_\_

E-Mail Address \_\_\_\_\_

Clean Date \_\_\_\_\_ Your Region \_\_\_\_\_

#### Professional and/or Community Organization Memberships

#### Activities/Hobbies

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### Education

#### High School/College Attended

#### Degree Awarded

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#### Seminars/Technical Training

#### Professional Licenses or Certificates

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## Experience

### Most Recent Fellowship Service Experience

Dates	Length of Service	Position	Group/Area/ Region/World Service

List three (3) references of people you have served with

Name	Address	Telephone	Email Address

### Work Experience

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**What do you like to do the most in your job, in service, and throughout your life in general?**

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**What do you like to do the least in your job, in service, and throughout your life in general?**

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**What accomplishment(s) in your job, in service, and/or throughout your life are you most proud of?**

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**What do you believe you can bring to World Services?**

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**Why is service fun?**

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# Languages

Native Language: \_\_\_\_\_

Other Languages:

<input type="checkbox"/> Speak	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Translate
<input type="checkbox"/> Speak	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Translate
<input type="checkbox"/> Speak	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Translate

Please check your skills:

<u>Communications</u>	<u>Computers</u>	<u>Financial Management</u>
Facilitator	Networking	Economics & Forecasting
Journalism	Web Master	Budgets
Public Speaking	Information Management	
Writing	System Analysis	<u>NA Service</u>
Editing	Web Design	Helpline
Parliamentarian		Literature
Public Relations	<u>Business Management</u>	Policy
Teaching	Management	Translations
Arts & Graphics	Human Resources/Personnel	Convention
	Math/statistics/Probability	Hospitals & Inst.
<u>Legal Skills</u>	Administration	Human Resources
Arbitration	Events Planning	Public Information
Government Liaison	Marketing	Outreach
Contract Writing	Strategic Planning	Administration
Law		World Board

## Additional Comments

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Please limit your answers to the space provided.

## GLOSSARY

**Ad hoc committees.** Also known as special or select committees, they are set up to perform specific tasks and generally dissolve once those tasks are done. Means of selecting members for ad hoc committees are specified in the motions creating them. See *Robert's Rules of Order, Newly Revised* for more detail.

**ASC.** Area service committee.

**CAR.** See *Conference Agenda Report*.

**Composite Group (CG).** The working body created to facilitate the two-year world services inventory project conducted from WSC '93 through WSC '95. The Composite Group coordinated work done during the world services inventory, including fellowship surveys, world service board and committee self-assessment tools, and inventory sessions at WSC '94. Had twelve voting members—six WSC committee liaisons, three former RSRs, two trustees, and one WSO director—and one nonvoting member, a WSO senior staffer.

**Conference Agenda Report (CAR).** Biennial publication of business and issues to be considered during the WSC meeting. Released at least ninety days prior to the opening of the conference.

**Conference Report.** The full report of all world-service activities sent to WSC participants; RSCs may also have reports published. Typically issued twice per year. Mailed to conference participants and subscribers. March issue customarily contains annual reports, regional reports. Called the *Fellowship Report* until 1991.

**Fellowship Development Plan.** A long-term strategy for world services to plan and provide services and support which facilitate the continuation and growth of Narcotics Anonymous worldwide.

**Fellowship Intellectual Property Trust (FIPT).** A document describing how NA's literature and logos are managed and protected for the greatest benefit of the fellowship as a whole. Contains its own glossary of terms. Approved by the fellowship in April 1993.

**FIPT.** See *Fellowship Intellectual Property Trust*.

**GLS.** *A Guide to Local Services in Narcotics Anonymous*.

**GSR.** Group service representative.

**Guide to Local Service in Narcotics Anonymous, A (GLS).** A service handbook, approved in 1997, as a resource for NA groups, areas, regions and their subcommittees in establishing and providing local services.

**H&I. Hospitals and institutions:** A field of NA service concerned with carrying the NA message to addicts incarcerated in correctional or penal facilities, hospitals, mental health facilities, and addiction treatment centers.

**HRP.** See *Human Resource Panel*.

**Human Resource Panel.** Provides the World Service Conference with a list of qualified candidates for election to the World Board and the Co-Facilitator positions. Consist of four individuals elected by the World Service Conference.

**NA Way Magazine, The.** Published quarterly, the *NA Way Magazine* currently offers articles about service, recovery-oriented stories, and entertainment as well as a calendar of international NA events. Available by request in English, French, Spanish, Portuguese, and German.

**Narcotics Anonymous World Services (NAWS).** Refers to Narcotics Anonymous World Services, Inc., the legal name for the World Board. (See *World Board* description.) Also may be used to refer collectively to all components of world services: the WSC, the World Board, the WSO and the HRP.

**NAWS.** See *Narcotics Anonymous World Services*.

**NAWS News.** A newsletter sent out by the world board after each board meeting reporting on their current activities. Published in English, French, German, Portuguese, and Spanish. Sent to all conference participants, registered areas and regions.

**PI. Public information:** A field of NA service concerned with communicating NA's nature and purpose to government agencies, community organizations, health and addiction treatment

workers, the clergy, the public media, and the community at large.

**RCM.** See *regional committee member*.

**RD.** See *Regional Delegate*.

**Regional assembly.** A gathering of GSRs and RCMs, conducted by the RSC, to discuss issues affecting NA worldwide, usually in preparation for the biennial WSC meeting. The regional delegate is elected at the assembly.

**Regional committee member (RCM).** Elected by an ASC to participate on the area's behalf on a regional service committee.

**Regional Delegate (RD).** Voting delegate from an NA region (or equivalent service body) to the WSC. Responsible to help communicate between region and world services throughout the year.

**Regional service committee (RSC).** A body that draws together the combined service experience of a number of affiliated areas for those areas' mutual support. Composed of RCMs, the regional delegate and alternate delegate, and others as needed.

**Resolution Group (RG).** A working body created for conference year 1995-96 to formulate resolutions for the priority problems identified after the two-year world services inventory project. Had six members ratified by the conference.

**RSC.** See *Regional service committee*.

**Temporary Working Guide to Our World Service Structure, A (TWGWSS).** A compilation of policy decisions approved by the World Service Conference, including WSC guidelines. First published in 1983 as the temporary successor to the *NA Service Manual*, a.k.a. *The NA Tree*, which in turn was first published in 1976.

**Transition Group (TG).** A working body created for conference years 1996-98 to develop and present for conference approval a structural model based on resolutions approved by WSC '96. Had nine members and two alternates ratified by the conference.

**Twelve Concepts for NA Service.** Fundamental NA principles guiding our groups, boards, and committees in their service affairs. WSC-approved 1992; published with essays as a self-titled booklet.

**TWGWSS.** *A Temporary Working Guide to Our World Service Structure.*

**Unified Budget.** The consolidated financial plan for all of NA World Services

**WB.** See *World Board*.

**WCNA.** See *World Convention of Narcotics Anonymous*.

**Workgroups.** Small working bodies of the World Board created for a specific purpose.

**World Board Executive Committee.** Makes necessary decisions affecting NA World Services when the World Board is not in session, always mindful of the priorities previously established by the board. Consists of the chairperson, vice-chairperson, treasurer, and secretary of the World Board and the executive director(s) of the WSO in a non-voting capacity.

**World Board (WB).** The World Board is the service board of the World Service Conference. The WB provides support to the Fellowship of Narcotics Anonymous in its efforts to provide the opportunity to recover from addiction; and oversees the activities of NA World Services, including our primary service center, the World Service Office. The board also holds in trust for the NA Fellowship the rights for all its physical and intellectual properties (which includes literature, logos, trademarks, and copyrights) in accordance with the will of the WSC.

**World Convention of Narcotics Anonymous (WCNA).** A biennial recovery celebration held in different world zones on a rotating basis.

**World Pool.** A pool of members' service resumes demonstrating a variety of recovery- and service-related experience, as well as any skills necessary for the successful completion of world-level assignments.

**World Service Conference (WSC).** Primary world-level service body. Meets every two years to conduct business. Voting members: RDs, World Board members; WSO executive director(s) has microphone privileges; others may be granted microphone privileges at conference's discretion. Official working language is English.

**World Service Office (WSO).** NA's primary worldwide service center headquarters (Los Angeles) and branch facilities (Canada, Europe). Prints, stocks, and sells NA fellowship-approved literature, service handbooks, and other

materials. Provides support for new NA groups and developing NA communities. Serves as clearinghouse for information about NA.

**World services inventory.** A multi-year project begun at the 1993 World Service Conference. Guided by a detailed plan approved at WSC '93 and revised at WSC '94. New plan approved for the resolution phase at WSC '95 and a two-year transition plan approved at WSC '97.

**World Service Meeting (WSM).** An informal meeting held between conferences for the purpose of communication, discussion, and input.

**WSC Co-Facilitator(s).** Presides over the business meeting of the World Service Conference. Consists of two individuals elected by the World Service Conference.

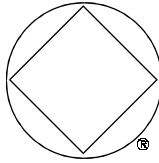
**WSC Development Forum.** Portion of the WSC biennial meeting set aside for discussion of issues relevant to fellowship development, especially international development. First held in 1991. Previously known as International Development Forum (1991), Multinational Development Forum (1992).

**WSC.** See *World Service Conference*.

**WSM.** See *World Service Meeting*.

**WSO.** See *World Service Office*.

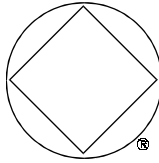
**Zonal forums.** Locally organized, service-oriented sharing sessions that provide means by which NA communities can communicate, cooperate, and grow with one another. Involves participants from neighboring regions.



## **THE TWELVE TRADITIONS OF NARCOTICS ANONYMOUS**

1. Our common welfare should come first; personal recovery depends on NA unity.
2. For our group purpose there is but one ultimate authority--a loving God as He may express Himself in our group conscience. Our leaders are but trusted servants, they do not govern.
3. The only requirement for membership is a desire to stop using.
4. Each group should be autonomous except in matters affecting other groups or NA as a whole.
5. Each group has but one primary purpose--to carry the message to the addict who still suffers.
6. An NA group ought never endorse, finance, or lend the NA name to any related facility or outside enterprise, lest problems of money, property, or prestige divert us from our primary purpose.
7. Every NA group ought to be fully self-supporting, declining outside contributions.
8. Narcotics Anonymous should remain forever nonprofessional, but our service centers may employ special workers.
9. NA, as such, ought never be organized, but we may create service boards or committees directly responsible to those they serve.
10. Narcotics Anonymous has no opinion on outside issues; hence the NA name ought never be drawn into public controversy.
11. Our public relations policy is based on attraction rather than promotion; we need always maintain personal anonymity at the level of press, radio, and films.
12. Anonymity is the spiritual foundation of all our traditions, ever reminding us to place principles before personalities.

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## **TWELVE CONCEPTS FOR NA SERVICE**

1. To fulfill our fellowship's primary purpose, the NA groups have joined together to create a structure which develops, coordinates, and maintains services on behalf of NA as a whole.
2. The final responsibility and authority for NA services rests with the NA groups.
3. The NA groups delegate to the service structure the authority necessary to fulfill the responsibilities assigned to it.
4. Effective leadership is highly valued in Narcotics Anonymous. Leadership qualities should be carefully considered when selecting trusted servants.
5. For each responsibility assigned to the service structure, a single point of decision and accountability should be clearly defined.
6. Group conscience is the spiritual means by which we invite a loving God to influence our decisions.
7. All members of a service body bear substantial responsibility for that body's decisions and should be allowed to fully participate in its decision-making processes.
8. Our service structure depends on the integrity and effectiveness of our communications.
9. All elements of our service structure have the responsibility to carefully consider all viewpoints in their decision-making processes.
10. Any member of a service body can petition that body for the redress of a personal grievance, without fear of reprisal.
11. NA funds are to be used to further our primary purpose, and must be managed responsibly.
12. In keeping with the spiritual nature of Narcotics Anonymous, our structure should always be one of service, never of government.