

improper use of the N.A. logo and jewelry manufacturing, and provide an opportunity to end these practices.

As a follow-up, it would provide opportunity at the end of three years to develop a bidding system to provide the fellowship with quality material at the lowest possible price. The WSO invites current manufacturers to communicate to Anthony E. of the WSO staff for participation in this conversion pilot project. Vendors interested in submitting bids should contact Anthony Edmondson by writing:

WSO
c/o P.O. Box 9999
Van Nuys, CA 91409-9999

The WSO hopes to be able to report progress on this matter at the World Service Conference, and to have this pilot project in operation during the first half of 1990.

WSO PERSONNEL EXPENSE BREAKDOWN

There have been many times when the WSO has been asked to identify the percentage of our personnel expenses that are used in support of the various departments here at the office. In 1989 we were able to gain a reasonable breakdown of these expenses. The following table shows the percentage breakdown of the WSO's 1989 personnel expenses by department.

Group Services:	7.50%
P.I.:	3.84%
H&I:	4.91%
Policy:	1.22%
Lit:	9.34%
Gen. Admin:	16.61%
International:	9.61%
BOT:	4.21%
WSC:	4.96%
Order Entry:	5.37%
Data Entry:	6.1%
N.A. Way:	5.41%
Conv/Ofc's:	5.55%
Shipping:	15.30%
	100.0%

EUROPEAN SERVICE CONFERENCE

This year's European Conference and Convention of N.A., under the motto, "**Each Day Is A Big Step**," will be held in Lisbon, Portugal on July 27th, 28th and 29th. The venue will be the Colegio Pio XII, Av. Forcas Armadas.

Though our committee has not yet arranged for a telephone line, there is already a P.O. box which may be used for registration and contacts. Any information should then be requested from:

VII E.C.C.N.A.
APARTADO 21644
1137—LISBOA CODES

Hoping to welcome you in Lisbon this coming summer. We remain yours in loving fellowship,

The Convention Committee

MEMBER SURVEY

Thanks to all of the areas who have chosen to participate in the member survey. We have sent out over 1,800 individual surveys to fifty-one areas, as of this printing of the *Newsline*. We now need to ask that the surveys be completed and returned to the WSO as soon as possible. Summarizing the information from the survey is very important to the efforts of public information in Narcotics Anonymous.

Once again, thanks to all of you for participating. We hope to have preliminary information available at the WSC in April.

TRADITIONS AD HOC COMMITTEE

The committee met in Van Nuys on January 12, 13 and 14. The report of the meeting is now available and has been mailed to all WSC participants and registered regional literature committees.

A book publishing consultant was present for the discussions and provided some advice about processing content-related input, compiling chapter outlines, style guidelines and timetables, and the eventual production of drafts.

The report contains a detailed discussion of the committee's ideas about possible pre-review and

review processes for the chapter drafts. WSC actions will definitely have impact on this aspect of the project, and the committee will wait until after the conference to finalize its plans in this respect.

There was also discussion about the need to clarify some inaccurate information pertaining to the input which is on file at WSO. The following excerpt from the report is reprinted here for the purpose of providing accurate information:

"For example, minutes from a recent multi-regional meeting contained a quote referring to 'five drawers of traditions input on file at WSO.' In reality, input is contained in parts of five different drawers, but the drawers are not filled completely with traditions input. The amount of material totals approximately 2,409 pages and can be categorized as follows:

Traditions Input Book (brown): 383 pages

Additional Material (referred to on page vi of Traditions Input Book): 1,698 pages

Input received since 1/89: 308 pages

Recent letters: about 20 pages

There are also drafts and notes used in preparing the original blue review draft of It Works: How and Why, which included both the steps and traditions. This, along with the 1986/1987 Unpublished Draft, Newsline articles, and miscellaneous input received prior to 12/88 was all included in the brown Traditions Input Book."

The WSC Literature Committee chairperson and another WSCLC member also attended part of the meeting. Communication between the steps group and the traditions group is proving to be beneficial to all involved, and will continue.

A meeting scheduled for February was cancelled. The Traditions Ad Hoc Committee will meet with the BOT in March, and has also scheduled a meeting for early April.

FROM THE LITERATURE CHAIRPERSON

Again, a reminder to all literature chairpersons that the WSC Literature Committee mails reports to registered regional and area literature committees. For this mailing, we don't distinguish between litera-

ture committees and literature review committees. So if you have two literature committees in your area or regional service committee, you should choose one to receive regular communication from the WSCLC. Your local committee can then further distribute this information.

There seems to be confusion among some literature committees about the status of the project, *A Guide to Service in Narcotics Anonymous*. This is *not* a piece of review-form literature. It is the responsibility of the WSC Ad Hoc Committee on N.A. Service. Any reports or solicitation of input on this document has come from that committee, *not* the WSC Literature Committee. Any comments, suggestions, input or questions should be directed to that committee c/o the WSO.

Both the WSCLC and the Steps Ad Hoc Committee are looking for ways to reduce the lag time for these reports. Hopefully, the following information will explain more clearly how we go about making these reports available.

There is a standard procedure that occurs before a Steps Ad Hoc Committee report can be produced and published. After each meeting, the minutes are transcribed and a general report is drafted. These are sent to the ad hoc committee members for their review and comments. Changes are made and the report is approved at the next meeting. It is then sent to the WSC Literature Committee for their review and approval. After they have looked over the report, it is then mailed out to conference participants and regional literature committees. As you can see, time is needed for each of these phases. Although this seems like a long process, it actually serves as an additional way to evaluate the ad hoc group's work. This is simply one more avenue that the WSCLC uses to maintain responsibility for its projects. We appreciate everyone's interest and patience in this project and will continue to communicate our ongoing work.

DECEMBER STEPS AD HOC REPORT

This is a shortened version of the report from our December meeting. A more detailed report of this meeting was mailed to all conference participants and regional literature chairpersons.