

Narcotics Anonymous.

A Guide To
The Seattle Area
Service Committee

The Twelve Concepts of Service

Narcotics Anonymous

1. To fulfill our fellowship's primary purpose, the NA groups have joined together to create a structure which develops, coordinates, and maintains service 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 government.

“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 stills suffers”

Forward

Statement of Purpose

The primary purpose of the SASC is to support and serve the individual autonomous NA area groups, group activities, and common group needs. Our fellowship’s service boards and committees exist to help groups share their experience with one another, provide tools which help groups function better, attract new members to groups recovery meetings, and carry the NA message to the addict who still suffers.

How To Use This Guide

This guide is designed to provide you with a working knowledge of the Narcotics Anonymous Seattle Area Service Committee and its services. Whether you are a visitor to the SASC, new to Narcotics Anonymous, or have recently taken on a new Area service position, this guide will introduce you to the organization and workings of Narcotics Anonymous in the Seattle area.

Welcome !

Welcome

Welcome to the Narcotics Anonymous (NA) Seattle Area Service Committee (SASC)! If you are like most of us, you will find that NA service through SASC involvement is often a challenging yet rewarding experience. As a participating member of the SASC, you will be directly involved in developing, coordinating and maintaining the services of Narcotics Anonymous offers in the greater Seattle area and worldwide.

When we decide to serve NA, we make a decision to help ourselves and other addicts find and maintain recovery. We believe that NA Service is a critical element of our recovery. Our primary goal through NA Service is to successfully carry the message of recovery to the addict who still suffers. Thank you for being of service, we are grateful you are here!

Background & Overview

Born out of a growing need for Area unity and following our First Tradition, which states, “Our common welfare should come first, personal recovery depends on NA unity,” the SASC was created to support and develop unified NA service. In short, to fulfill our fellowship’s primary purpose, the individual NA groups, which hold daily and weekly meetings throughout the area, joined together to create a structure which develops, coordinates, and maintains service on behalf of NA as a whole.

The primary purpose of the SASC is to support and serve the individual autonomous NA groups, group activities, and common group needs. The final responsibility and authority for SASC activity rests with these autonomous NA groups; because the groups have created the service structure, they have the final authority over all its affairs. Therefore, it is extremely important that area groups take an active role in the SASC.

Our fellowship’s service boards and committees exist to help groups share their experience with one another, provide tools which help groups function better, attract new members to group recovery meetings, and carry the NA message further than any single group could carry it alone. We may recall what we could not do alone; we can do together!

Whenever a group has a specific situation or need, which it has been able to handle on its own, it can come to the SASC for help. These situations are almost limitless in scope.

We have learned that we can accomplish much when we work together. For example, a few accomplishments include establishing a 24 hour phone line (Hotline), organizing presentations in hospitals and institutions, establishing Unity Day, providing quarterly updated meeting schedules, providing a literature inventory for sale and literature workshops, and putting on a wide variety of activities. Most importantly, the SASC provides a means for your voice to be heard in NA through the service structure, worldwide.

The Service Committee

What it is

The Narcotics Anonymous Seattle Area Committee is an exciting and dynamic group; consisting of representatives who have joined together in service to develop, coordinate, and maintain the service of Narcotics Anonymous as a whole. The SASC performs a wide variety of functions today. Without the SASC NA in Seattle would lack unity, and operate on a sporadic and dysfunctional basis. Instead, Seattle NA is a highly effective fellowship, holding around 100 NA meetings per week and growing.

How It works

The SASC is organized into a traditional service structure. Area Officers, Subcommittee Chairpersons, General Service Representatives (GSR's), and others in service make complete the SASC.

Procedure & Conduct

To participate in SASC meetings, there are a few things you need to know! First, there is typically a great deal of business to cover at each meeting and thus, it is extremely important to be aware of the agenda. Second, there are often many people in attendance with much movement within the room. Therefore, please consider your conduct, keeping side conversations down, respecting others in service. Do your best to place principles before personalities, and be aware of the procedures.

For procedure and conduct, we look first to the Guide to Local Service, the Twelve Traditions of NA, The Twelve Concepts of Service, our SASC Bylaws, as well as any Conference approved handbooks, and any approved past major motions to guide us. We also refer to a set of procedures known as Roberts Rules (modified), which have been used for hundreds of years to help groups run meetings

The following procedures will help guide you into active participation at SASC meetings.

1. If you want to talk, raise your hand to be silently recognized which will catch the Vice Chair's attention. The Chair or Vice Chair will write your name down and you will be called on in order.
2. If you want the SASC to do something, making a motion! All major motions must be in writing and anyone attending can make a motion. Motion forms are available up front. Please see the SASC Secretary, follow instruction, **be clear** (vague motions can be problematic), and submit the completed motion form to the Parliamentarian **for review**. All motions must be "seconded" by a voting GSR before submitting the motion to the parliamentarian.
3. The SASC Chair is responsible for running the meeting and settling disagreements. If, at anytime you don't agree with the Chair's decision, **challenge it** by raising your hand and calling out, "I challenge the Chair's decision." At this point the entire committee will vote to either uphold the Chair's decision or your challenge.

In short, if you want the Committee to do something, you make a motion, we discuss it, and then we vote on it.

It's that easy!

The Chair calls the meeting to order and the meeting generally proceeds as follows:

1. **SASC Opening**
Serenity Prayer
Reading of the 12 Traditions, 12 Concepts of Service
Reading of the SASC Statement of Purpose
Greetings to new GSR's & Others
Roll Call of all Area Officers & Subcommittee Chairs
Approval of Minutes (last meeting)
2. **Reports By Officers, Subcommittee Chairs, & Ad Hoc Committee**
Monthly progress reports including budgetary information, event planning and event attendance, service provided by public information, scheduling, etc are presented both verbally and in transcripts.
3. **Announcements**
General announcements by GSR's and others are provided. (New and changed meetings, birthday's and anniversaries, upcoming events, etc..)
4. **Open Sharing**
GSR's and other members share concerns, questions, problems, and experience in service.
5. **Old Business**
Tabled motions and continuing debate carried over from previous SASC meetings are reopened here.
6. **New Business**
New motions, discussion and debate is conducted.
1. **Closing**
Reading of Just For Today
Serenity Prayer

Sample Rules of Order

On the following pages, you'll find a simple set of rules of order. They have been adapted from Robert's Rules of Order, Newly Revised, which in turn are based on the Rules of the US House of Representatives. These sample rules differ in some details from Robert's Rules; to cover such differences, your committee may wish to make a blanket decision to accept these rules as authoritative. In countries where Robert's Rules of Order are not in common use and where some other body of parliamentary rules is more commonly used by deliberative assemblies, service committees may want to consider adapting these rules so that they conform to those commonly in use in their own lands.

Decorum Statement

Meetings will be conducted according to these rules of order, adapted from Robert's Rules of Order. This time-honored system for conducting business is the clearest way yet devised for getting a maximum amount of business done in a minimum amount of time, regardless of the degree of disagreement among the participants.

These rules are meant to be used as tools to help us make orderly collective decisions in a cooperative, respectful way in the spirit of our Twelve Concepts; please do not use them as weapons against one another. We encourage all participants to become familiar with these rules of order and conduct themselves accordingly.

Once the meeting is under way, only one matter will be before the committee at any time and no other discussion is in order. Please respect the chairperson's right to be in control of the process of this meeting so that you can have maximum benefit of its content.

Debate Limits

Debate is the formal exchange of views on an idea. Unless otherwise specified, debate on both main motions and parliamentary motions is usually limited to two or three pros and two or three cons (speakers for and against the motion). Speakers addressing a motion in debate usually have two or three minutes in which to speak their minds.

Motions

There are two basic types of motions. It is important to understand the difference between them. The two kinds of motions are Main Motions and Parliamentary Motions

Main Motions

A motion is a statement of an idea a committee member wants the committee to put into practice. After being recognized by the chairperson, the member say's "I move that such-and-such be done by (this committee, one of its subcommittee, or a particular individual) under these terms." The person making the motion then speaks briefly about why he/she feels the idea is important; this is called speaking to the intent of a motions. Because the exact wording of all motions must be recorded in the minutes, the maker of the motion should write it out whenever possible. This is especially important for long or complicated motions

Every motion requires a second – the backing of another person who either wants the idea put into practice or simply wants to see further discussion of the idea take place. After one person makes a motion, the chairperson will ask whether the motion has a second. The seconded simply raises a hand and, when recognized by the chair says, "I second that" If nobody seconds a motion, the chair will say, "The motion dies for lack of a second." This means that the idea will not be discussed any further because there is not enough interests in it. The committee then moves on to other business. Once a motion has been made, the chairperson may rule it out of order. A motion may be ruled out of order for any one of a number of reasons: The motion goes against the committee's standing policy, clearly contradicts one of the Twelve Traditions or Twelve Concepts for NA Service, or is inappropriate at the particular point in the meeting at which it is made. Robert's Rules of Order can be consulted for more specific examples of motions, which are out of order at any given, time. Any member of the committee who wishes to challenge a ruling made by the chairperson may appeal that ruling, as described below. If no appeal is made, or if the decision of the chair is upheld, the committee moves on to other business.

Parliamentary Motions

Parliamentary motions can be best understood as "sub-motions" made during debate on a main motion that affect that motion in some way. There are many more of these than space and practicality permits us to include here, but a few that seem to be most practical are discussed below.

1. Motion to AMEND **SIMPLE majority required.** **Is DEBATABLE.**

This is perhaps the most commonly used parliamentary motion. During debate on a motion, if a member feels that the motion would benefit from a change in its language, that member can say, "I move to amend the motion" and suggest specific language changes in the motion. Ordinarily, an amendment must be moved and seconded before it can be debated. When debate on the amendment is exhausted the body votes on the amendment. Then, debate resumes on the merits of the main motion (as amended, if the amendment has carried). When debate is exhausted on the merits of the main motion itself, a vote is taken and the body moves on to the next item of business. If an amendment is offered and the persons making and seconding the original motion accept it, no second is required, no debate is called for, and no vote need be taken on the amendment; debate proceeds as if the main motion had been formally amended. This is called making a friendly amendment.

2. Motion to call the PREVIOUS QUESTION.

TWO-THIRDS majority required.

Is NOT DEBATABLE

For our purposes, this may be the most important parliamentary motion. Use it often. This motion is made by a member saying, Its is another way of saying, “I move that debate stop right now and that we vote immediately.” This is one of many motions that can be used t prevent needless, lengthy debate once an issue is clearly understood. This motion is in order after any speaker is finished. You need not be called on. The chair must recognize you when you make this motion, and a vote must be taken with no debate. If two-thirds of the body feels that no more debate is necessary, then it is time to vote and move on.

One point worth making about this motion is that you must be careful not to squelch debate before an issue has been thoroughly aired. Be sure to vote “no” to this motion if you are still confused about the issue at hand or are unsure of how to vote. By allowing debate to continue, we avoid half-baked decisions about half-understood questions. On the other hand, the heavy-handed in stopping discussion, because the chair knows you will stop it soon enough.

3. Motion to TABLE.

SIMPLE majority required.

Is NOT DEBATABLE.

One way of disposing of a motion that is not ready for a vote is to table it. This is done by saying, “I move we table this motion until such-and-such a date/meeting.” This motion is not debatable; if it is made and seconded, it is voted on immediately. If it fails, debate continues on the motion itself. If it passes, the committee moves on to its next item of business. The tables motion will be included in the committee agenda on the date specified.

4. Motion to REMOVE FROM THE TABLE

SIMPLE majority required

Is NOT DEBATABLE

A motion that has been tabled can be taken up before the time originally set in the motion to table. This is done by saying, “I move to remove from the table the motion to such-and-such.” If this motion passes, the motion that had been tabled becomes the main motion and debate on it begins again. If the motion to remove from the table fails, the body moves on to the next item of business.

5. Motion to REFER.

SIMPLE majority required.

Is DEBATABLE.

Sometimes the committee does not have enough information to make an immediate decision on a main motion. Such motions can be removed from debate and sent to either a standing subcommittee or an ad hoc committee for further study. This can be done by a member saying, “I move to refer the motion to the such-and-such subcommittee.” If the motion to refer is seconded, the body may debate it before voting. If the motion to refer does not pass, the committee either continues debating the main motion or votes on it.

The subcommittee to which a motion is referred will take it up at its next meeting. The subcommittee will report back on what has come up with at the next meeting of the full committee.

6. Motion to RECONSIDER or RESCIND.
MAJORITY required varies.
Is DEBATABLE.

SOMETIMES A MEMBER FEELS THAT A MOTION THE COMMITTEE HAS PASSED WILL PROVE HARMFUL. That member can move to either reconsider (reopen for debate and voting) or rescind (void the effect of) the original motion.

There are a few conditions on motions to reconsider or rescind:

- The motion must have been passed in either the last month's or the current Meeting.
- The member making the motion must have information on the issue that was not available in the original debate on the motion.
- The member must have been with the winning side in the original vote.

These limits are placed to protect the committee from having to reconsider again and again the motions it passes while still allowing it to examine potentially harmful situations it has created inadvertently. If any of these requirements are not met, the chairperson will declare the motion out of order. The motion to reconsider requires a simple majority. The motion to rescind requires a simple majority, provided that committee members were informed prior to the meeting that such a motion would be made. If prior notice is not given, the motion to rescind requires a two-third majority.

7. Request to WITHDRAW A MOTION.
UNANIMOUS CONSENT required.
Is NOT DEBATABLE.

Once a motion is made and the debate begins, the maker of the motion may ask to withdraw it. The chair asks if there are any objections. If there is even one objection, the motion stays on the floor and debate resumes. If there are no objections, the motion is withdrawn and the body moves on.

8. Offering a SUBSTITUTE MOTION.
UNANIMOUS CONSENT required.
Is NOT DEBATABLE.

A substitute motion is the same thing as an amendment to a main motion. The only difference is that it is offered to entirely replace the original idea, instead of merely revising a portion of it. It is handled in the same way an amendment is handled.

9. Motion to ADJOURN.
Simple majority required.
Is NOT DEBATABLE

Any voting member may move to adjourn at any time. This motion is always in order, is not debatable, and requires a simple majority to pass. Obviously frivolous motions to adjourn may be ruled out of order. After all business is finished, the chair may declare the meeting adjourned without a motion.

Other Procedures

In addition to parliamentary motions, there are other ways in which members may alter or clarify the proceedings. Here are a few of the most common.

Order of the Day

If a committee member feels that business is going too far astray from the original agenda, that member can help get things back on track. The member says “I call for the order of the day.” This means, “I move that the chair bring us back on track and conduct the meeting according to procedure, adhering to the agenda.” This does not require a second, is not debatable, and does not even require a vote—the chairperson is obligated to enforce the request unless two-thirds of the body tell the chair otherwise.

Point of Information

If a committee member needs certain information before making a decision about a motion at hand, that member can say at any time to the chairperson, “Point of Information.” This means, “I have a question to ask,” not “I have information to offer.” One does not need a second to raise a point of information; it is neither debatable nor to be voted upon. The person raising the point of information may ask the question of either the chairperson or another member of the body.

Point of Order

If it appears to a committee member that something is happening in violation of the rules of order, and if the chairperson has not yet done anything about it, the member can ask the chairperson for clarification of the rules at any time. The member may simply say out loud, “Point of Order.” The chairperson then says, “What is your Point of Order?” The member then states the question and asks the chairperson for clarification. If the chair agrees that the rules are not being followed, the chair says “Your point is well taken” and restates the appropriate rule. If the chair does not agree, the chair says, “Overruled” This decision, as all others, can be appealed.

Point of Appeal

Any time the chair makes a decision, that decision may be appealed. Any voting member who wishes to appeal a decision may do so by saying, “I appeal the decision of the chair.” If the appeal is seconded, the chair then asks, “On what grounds do you appeal my decision?” The member states the reasons. The chairperson then debates the ruling and the merits of the appeal. A vote is taken, requiring a simple majority to overrule the original decision of the chair.

Parliamentary Inquiry

If a committee member wants to do something but doesn’t know how it fits in with the rules of order, all that member has to do is ask. At any time, a member may simply say out loud, “Point of Parliamentary Inquiry.” The chairperson must immediately recognize the member so that person may ask how to do such-and-such. The chair will answer the question, possibly by referring to a specific passage in this document in explanation. A point of parliamentary inquiry needs no second, is not debatable, and is not voted upon.

Voting Procedures

There are several ways that votes can be taken. The most commonly used method is the show of hands. With rare exceptions, voting will be taken by a request from the chair to see the hands of all in favor, then all opposed, then all abstaining on each issue. The chair should ask for all three categories every time, just to be thorough, even when the majority is overwhelming.

Making a Motion

In the SASC, anyone attending may make a motion. If you want the SASC to do something, make a motion! All major motions must be in writing. Motion forms are available from the SASC Secretary. Follow instructions and try to **be clear** (Vague motions can be problematic), and submit the completed motion form to the Parliamentarian for review. All motions must be “seconded” by a voting GSR before submitting the motion to the Parliamentarian. You must be present and in the room at the SASC when the motion is read.

If, in the opinion of the Parliamentarian, a problem exists with the motion, the Parliamentarian will work with the maker of the motion to correct it. However, if the maker of the motion still wishes the motion to be made as is, the Parliamentarian must pass the motion on to the SASC Chair. The Chairperson decides the order in which the committee will hear and debate motions. The Chairperson **cannot** hold a motion back from debate unless it is determined the motion is out of order.

After the motion is put in writing and submitted to and reviewed by the Parliamentarian, and announced by the Chair, the Chair typically announces, “the motion is moved and seconded,” and then the Chair reads the motion. The motion is now before the assembly and is subject to debate. Once the motion has been read, it is now before the committee and is subject to debate. At this point, the Chair will offer the maker of the motion the right to speak first in debate. Typically, the maker of the motion will speak in favor of the motion, elaborating and appealing to the committee. They may also decline to speak. The Chair will then recognize, in order received, members who wish to obtain the floor and speak to the motion.

At this time, Parliamentary (**or secondary**) motions may be applied to the motion. One of the most common is “Motion to Amend (**a suggested change in the original motion**). Another commonly use motion is “Call the Previous Question” (**a request to end debates and vote on the original motion**). Another one use frequently is “Table the Motion”.

A motion contains at least four parts and possibly seven. The parts and their form are as follows:

1. **“I move that”**
2. **Who is to do something**
3. **What they are to do**
4. **How they are to so it**
5. **When it is to be done**
6. **Why they are to do it**
7. **Who makes the motion**

The four necessary parts in every motion are 1,2,3, and 7

SASC Subcommittees

Activities

Conceptualizes, organizes, and develops functions that promote unity within the fellowship and allow each individual member to learn or re-learn social skills in a spiritual setting.

Hospitals and Institutions (H&I)

Carries the Narcotics Anonymous message of recovery into hospitals, jails, and other institutions by making presentations to addicts seeking recovery who have limited or no access to outside meetings.

The Hotline

Seattle (206) 329-1618

Eastside (425) 451-1516

Coordinates phone line carriers and phone service to provide addicts or the public, instant access with requested information, ensuring that NA is always available to the person seeking it. Currently, over 30 people in recovery volunteer their time to manage approximately 700 calls per month (average), or over 8,500 calls annually.

Literature

Dedicates and coordinates a continuing effort to provide literature for the program of Narcotics Anonymous. They stock literature available for sale to groups and Area members and provide workshops for new literature and literature under review.

Public Information (PI)

Provides outreach to the community through schools, community events, and public sources. Public Information answers requests for information from the public, provides an Internet Web site for computer access to NA information and events, and coordinates other public outreach group (s) and provides service announcements.

Schedules

Designs, updates, prints, and distributes schedules of NA meetings in the Seattle Area; services as a liaison between groups, SASC, and the NA World Service Organization; and provides meeting starter kits to new groups upon request. As of 1998, the Schedules Committee updates a list of about 100 meetings per week and prints and distributes 10,000 schedules quarterly, or 40,000 schedules annually.

Unity Day

Unity Day was created by the SASC to develop unity in NA. Each year the Unity Day Subcommittee organizes a mini-convention in which there are several workshops, a dinner, speakers and a dance.

The Group Service Representative (G.S.R.)

GSR Roles & Responsibilities

A Group service Representative is the first in line of communication between a Group and Narcotics Anonymous as a whole. They are the link that binds the meetings/groups together in the performance of our primary purpose. It is their responsibility to keep their meeting/group informed and to express a meeting/group's conscience in all matters at SASC. In other words, they are the voice of their group.

What is a Group Conscience?

The sixth Concept of Service states, "As we steadily apply spiritual principals in our lives, our decisions and actions increasingly become less motivated by self-interest, and more motivated by what our conscience tells us is good and right. As the Second Concept of Service states," The most important resource contributed to the service structure by an NA group is almost exclusively; its ideas and its conscience."

A NA meeting/group may designate a person, either an elected GSR, an alternate GSR, or a meeting/group representative. Each autonomous NA meeting/groups has a vote. However, each meeting/group may have only ONE representative voting for them, and a voting member may have only ONE vote even though they might be representing more than one meeting/group at that time.

Electing GSR's who will take an active part in the business of NA is another way we can improve the unity of the fellowship. Active representation, more than anything else, can strengthen the ties that bind us together and promote our common welfare.

The active participation of each Group Representative is essential for a successful area Service Committee. The GSR speaks for their meeting/group at the SASC meetings. They take part in the planning and implementation of all functions at the SASC. As a result of their participation, they keep their meeting/group informed about what is happening in NA. Members of a meeting/group should always be able to go to their GSR and find out about activities, other meetings/groups, how our NA service structure works and how they can become more involved.

In addition, a GSR participates in helping carry out the SASC other specific functions. The attracting of new members, the planning and implementation of new activities, and other NA meeting/groups are among a few of the valuable roles a GSR serves for the area. As well, much like a NA meeting, experienced GSR's may be asked to serve as "sponsor" to new GSR's offering their experience to a new GSR.

GSR Checklist

- Complete a **LITERATURE ORDER** form in the literature room as early as possible.
- Turn in **DONATIONS** to Area Treasurer, using forms provided.
- Pick up meeting **SCHEDULES** form Schedules Chair. (including Starter Kits for new meetings) Notify him/her of any changes in your meetings such as time, location, and change of GSR's (or that you are the contact person for a particular meeting/group (s)).
- Fill out **MEETING/GROUP REPORT** form and give back to the Recording Secretary before leaving. Please complete the entire form. Anything that you write in this form will appear in the next month's minutes. This is the opportunity to tell what kinds of positive things are happening with your group, i.e., anniversaries, or problems, needs, open service positions, etc. If you are representing **more than one** meeting/group, be sure to complete a form for **each** meeting/group.
- Sign **ATTENDANCE SHEET** and be sure to complete a **MAILING LABEL** so that a copy of the minutes will be sent to you for your meeting/group's information. This is usually accomplished by the passing around of a clipboard with the sign-in sheets and labels.
- Participate in **GENERAL ANNOUNCEMENTS** and remember your role is one of a trusted servant, as motions are made and entered onto the floor, listen.
- Stay for the entire meeting, **PARTICIPATING AND VOTE!**

For the SASC to function successfully and to fulfill your responsibility as a GSR, it is extremely important that you share your meeting/groups experience, strength, and hope by participating in all matters that come before the committee.

PLEASE STAY, PARTICIPATE AND VOTE!

SASC Glossary of Acronyms

ADMIN	<u>Administrative Meeting</u> held monthly for SASC
GSR	<u>Group Service Representative</u> : Functions as a liaison between the meeting/group and SASC
H&I	<u>Hospital & Institutions</u> : A subcommittee of the SASC, which conducts presentations in Hospitals, jails and other institutions
LIT	<u>Literature</u> : A subcommittee of the SASC that orders and distributes literature to the groups
PI	<u>Public Information</u> : A subcommittee of the SASC, which provides presentations to outside agencies and groups about what NA is and where to find us by doing public outreach
PNW	<u>Pacific NW Convention of Narcotics Anonymous</u> : The oldest convention on the West coast. Held within a 3 region area in the late fall of each year
RD	<u>Regional Delegate</u> : Takes our regional conscience to the WSC
RCM	<u>Regional Committee Member</u> : Takes our Area conscience to the Regional Service Committee
RSC	<u>Regional Service Committee</u> : A committee that is comprised of different Area Groups that meets quarterly to provide NA service at a regional level
RCA	<u>Regional Conventions Association</u> : This association is a subcommittee of the RSC responsible for organizing and signing contracts for large regional conventions
SASC	<u>Seattle Are Service Committee</u> : Also know as the Area Service Committee (ASC) and described within this guide
WCNA	<u>World Convention of Narcotics Anonymous</u> : Generally held on the 1 st weekend of September
WNIRCNA	<u>Washington Northern Regional Convention of Narcotics Anonymous</u> : (wi-nurk'-nuh): Our annual regional convention, held in the Spring of each year
WNIR	<u>Washington-Northern Idaho Region</u> : Made up of the Seattle Area, South King County Are, Everett Area, and approximately 14 other Area throughout Washington and Northern Idaho
WSO	<u>World Service Office</u> : The International office of Narcotics Anonymous responsible for literature orders and other various NA approved publications. Basically the WSO is the headquarters for NA
WSC	<u>World Service Conference</u> : A week long business meeting of World Service and administrative committees that conduct business for NA at the World Level – not to be confused with the World Service Convention, which is held every two years

The Twelve Traditions

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 non-professional, but our service center 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. NA has no opinion on outside issues; hence the NA name ought never to 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 principals before personalities.

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