

**GUIDELINES OF
THE DENVER AREA SERVICE COMMITTEE
OF NARCOTICS ANONYMOUS**

Approval Date: November 6, 2000

ARTICLE I.

Name

The name of this committee is the Denver Area Service Committee (hereafter referred to as DASC) of Narcotics Anonymous (hereafter referred to as NA).

ARTICLE II.

Purpose

The purpose of the DASC is to support the Denver Area Groups in fulfilling their primary purpose by providing those services and subcommittees as deemed necessary by the groups. The DASC functions as a resource center, business arm, and service body for the Denver Area Groups. In all its proceedings, the DASC shall adhere to the Twelve Traditions and Twelve Concepts of Service of NA. The DASC is directly responsible to the groups it serves. The DASC is intended to foster unity and the common welfare of its member groups. Common welfare should come first; personal recovery of the addicts in the Denver Area depends on NA unity.

An NA Group is any meeting which meets regularly at a specific place and time and which follows the Twelve Traditions of NA. The primary purpose of an NA group is to carry the message of recovery to the addict who still suffers. For a new group to be eligible for inclusion in the DASC, they must attend the monthly meetings of the DASC. At the first meeting they attend, they will be recognized as a new group in the minutes of the DASC. At this first meeting the new group will be included on the (shared) Denver Area Meeting List and they will be listed on the Telephone Information Line of the DASC. This new group will give a verbal report and turn in a written report to the DASC Secretary for inclusion in the minutes. After attending three (3) DASC consecutive monthly meetings, this new group is then considered a full member group in good standing at the DASC with all the inherent rights and privileges therein.

The DASC is comprised of Group Service Representatives (hereafter referred to as GSR), GSR Alternates, Standing and Adhoc Subcommittees Chairs, the Administrative Committee, other trusted servants, and interested addicts from the Denver Area. The DASC meets

monthly for the express purpose of serving the specific needs of its member groups. The DASC coordinates and administers the business matters and activities common to the welfare of the NA groups within the Denver Area boundaries. The DASC boundaries being on the West is Santa Fe Drive; on the East is Bennett, CO; on the South is Castle Rock, CO; and on the North is 180th Ave; or any other group who chooses to be recognized by the DASC.

The DASC also serves as a link between the NA groups of the Denver Area and the Colorado Regional Service Committee (hereafter referred to as the CRSC) of NA. And, the DASC shall be registered with the Narcotics Anonymous World Service, Inc (hereafter referred to as NAWS).

ARTICLE III.

Meetings

The regular meeting of the DASC is held on the first Monday of each month at 7:00pm, unless otherwise ordered by the DASC. In the event of a holiday (New Years Day, Memorial Day, Independence Day, and/or Labor Day) the DASC will meet the second Monday of that month. All DASC meetings are non-smoking.

Special meetings may be called by the DASC Chairperson or any DASC GSR with the written request of six (6) other DASC GSR's. The purpose of this meeting shall be stated in the request and will be disclosed to all GSR's at least ten (10) days prior to the special meeting. No other business than that for which the meeting was called may be conducted.

Fifty percent (50%) of the average number of GSR's attending over the past three (3) month period constitutes a quorum for the purpose of holding each DASC meeting.

ARTICLE IV.

Members.

The DASC has two (2) types of members: Voting and Non-Voting.

The DASC shall follow the guidelines set forth in the Twelve Concepts of Service in NA and A Guide To Local Service, including, but not limited to, the guidelines for what constitutes a voting and a non-voting member.

For the purpose of clarity, therefore, a voting member at the DASC

shall be one (1) GSR per group, Chairs of Standing Subcommittees and Adhoc Committees, and the Administrative Committee. The Chair of the DASC will vote only in the case of a tie vote and only if that Chair chooses to participate in that way.

For the purpose of clarity, therefore, a non-voting member at the DASC would include GSRA's (if the GSR is present), members of a Standing Subcommittee, members of an adhoc committee, and/or other attending persons

Any participant of the DASC may introduce motions and participate in discussion and/or debate. A motion must be seconded by a DASC GSR or the motion dies.

GSR's may serve the DASC as a Standing Committee Chairperson but may not vote on issues affecting their subcommittee unless the issue(s) have been taken back to the groups and therefore, they would be carrying a group conscience.

ARTICLE V.

Observers

NA members only have the right to request the floor. The Chairperson has the exclusive right to grant or deny such requests. The Chairperson's decision is subject to appeal and may be overturned by a 2/3 majority of voting participants unless otherwise stated in Robert's Rules of Order.

ARTICLE VI.

Officers

The Administrative Committee Officers of the DASC are the Chairperson, Vice Chairperson, Secretary, Treasurer, and the two (2) Regional Committee Members (hereafter referred to as RCM's).

The officers shall be elected by the present GSR's either by written ballot or by show of hands at the Chairperson's discretion at the beginning of the December meeting. The term of office begins at the start of the regular meeting in January and is one (1) year in length (January - December).

No officer shall be eligible to serve more than two (2) full year consecutive terms in the same office unless approved by a 2/3 majority vote of the present GSR's. The extended term of office shall be no more than one (1) year in length and shall be used to find a qualified candidate for the position and/or to train a new

person for that position. There is no automatic placement for these second terms. Re-elections are still required.

When an Administrative Committee position is vacated early, the addict voted into that position may with a 2/3 majority vote of the present GSR's begin the two (2) full year consecutive terms in the first December to occur.

An officer or standing subcommittee chair may resign by providing written notice to the DASC Chairperson thirty (30) days in advance of vacating an office or position.

Any area service officer (Administrative Committee member, Adhoc or Standing Subcommittee Chair) may be removed from their position for non-compliance. A 2/3 majority vote of the quorum of GSR's is required for removal. Non-compliance includes, but is not limited to:

- a) loss of clean time
- b) non-fulfillment of the duties of their position
- c) absence at two (2) regular meetings of the DASC unless otherwise approved by a majority of voting GSR's at the second meeting missed.
- d) additionally for the RCM's, absence at two (2) regular meetings of the DASC AND/OR the CRSR unless otherwise approved by a majority of voting GSR's at the second meeting missed.

An Administrative Committee member may not hold any position at the DASC (GSR, GSRA, or Standing Subcommittee Chair). Administrative Committee members being assigned a chairship or membership on an adhoc committee is done at the discretion of the DASC Chair. However, this appointment can be overturned by a 2/3 majority vote of the GSR's

All addicts nominated for any position serving the DASC must be present to officially accept the nomination and qualify for the position. There will be no exceptions.

It is further suggested that each Administrative Committee member become a member of a DASC Standing Committee unless otherwise assigned to an Adhoc Committee. This action promotes the resources that experienced Administrative Committee members can bring to a Standing Committee.

ARTICLE VII.

Vacancy

In the case of a vacancy in the office of Chairperson, RCM, or any

Standing Subcommittee Chair person, the Vice Chairperson or second RCM shall assume the duties of the vacated position until the start of the regular meeting following the election for the vacant position.

An election to fill a vacancy in any area committee office shall occur within two (2) regular meetings of the DASC after the vacancy arrives. Even if the Vice Chairperson or second RCM step up, elections are still required. There is no automatic placement. Notice of intent to fill a vacancy shall be provided to GSR's for their groups. The (acting) DASC Chairperson may appoint an adhoc nominating committee if the GSR's vote this is appropriate or necessary.

ARTICLE VIII.

Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order shall govern the DASC in all cases. A modified version of these rules appears in A Guide to Local Service.

Any motion along with its intent being brought to the DASC is to be written on the correct form and read to the DASC at the appropriate place in the agenda. (Remember, all motions regardless of maker need to be seconded by a GSR.) The DASC Chair reads each motion to the DASC. For the purpose of clarity and explanation after a BRIEF presentation of the motion by its maker, the voting members may direct questions (not opinions and/or discussion) to the maker of the motion. Then, a maximum of two (2) pros and two (2) cons will be taken on a motion before it is either tabled or voted upon at the DASC. Any motion, concerning the NA fellowship, may be sent back to the groups for a vote.

One GSR can table any motion concerning the NA fellowship business. A majority of a 2/3 vote of the voting members in attendance is required to overturn the tabling of a motion. A motion tabled in this manner will then appear under Old Business at the next DASC meeting.

ARTICLE IX.

Amendment of Guidelines

These guidelines may be amended by a 2/3 vote of the voting members in attendance, provided that the exact wording of the amendment has been submitted in writing to the DASC and announced

(read) at the previous regular meeting of the DASC. A member can have input regarding the Guidelines governing this body provided they have followed the process as listed in this document.

All amendments to these Guidelines, approved by the stated process of the DASC, will be listed in ARTICLE XIV of this document. ARTICLE XIV. will appear as a separate sheet and will be up-dated quarterly from the minutes of the DASC. In December of every year, all information contained within ARTICLE XIV. will be incorporated into the body of this document and a new ARTICLE XIV. will be generated.

ARTICLE X.

Duties of Administrative Committee Officers

Chairperson

The Chairperson presides over the DASC monthly meeting and is responsible for correspondence. At the DASC meetings, the Chairperson can only vote in the case of a tie on DASC business. It is suggested that in the case of a tie since a clear path for the fellowship group conscience is not there, the Chairperson solicits minority opinion if applicable or tables the motion to the next regular meeting of the DASC. This will give the groups time to clarify their vote and needs.

It is suggested that the DASC Chairperson have a minimum of five (5) years continuous clean time, has demonstrated a working knowledge of the Twelve Traditions and the Twelve Concepts of Service of NA, and presents a history of completed NA service positions, preferably at the area level.

It is the duty of the DASC Chairperson to:

- 1) Open the meeting.
- 2) Recognize members or observers who are entitled to the floor.
- 3) Set, produce and make a written agenda available for each regular DASC meeting.
- 4) State and put to vote all legitimate motions and to announce the results of each vote.
- 5) Enforce Robert's Rules of Order and the Twelve Concepts of Service of NA at the DASC.
- 6) Be one of the signers on the DASC bank account.
- 7) Submit a written report of monthly activities as Chairperson at each DASC.

- 8) Appoint Adhoc Committee Chairpersons as needed.
- 9) Conduct the DASC meeting with impartiality and fairness.
- 10) To expedite business in every way compatible with the rights of members and observers.
- 11) Adjourn the meeting.

Vice Chairperson

The Vice Chairperson coordinates all Standing Subcommittee(s) functions. In the absence of the Chairperson, the Vice Chairperson shall perform the duties of the Chairperson.

It is suggested that the DASC Vice Chairperson have a minimum of four (4) years continuous clean time, has demonstrated a working knowledge of the Twelve Traditions and the Twelve Concepts of Service of NA, and presents a history of completed NA service positions, preferrably at the area level.

It is the duty of the DASC Vice Chairperson to:

- 1) Temporarily serve as Chairperson in the absence of the Chairperson.
- 2) Be one of the signers on the DASC bank account.
- 3) To temporarily serve as Chairperson of a Standing Committee in the absence of the Chairperson and Vice Chairperson of said committee.
- 4) To oversee all Standing Subcommittees.
- 5) Attend or obtain a verbal report from each monthly Standing Subcommittee meeting prior to the regular DASC.
- 6) Submit a written report of monthly activities as Vice Chairperson at each DASC.
- 7) Assist the Chairperson in any duties as may be mutually agreed upon, learning from the Chairperson those duties inherent in that position.
- 8) Attend every regular DASC monthly meeting.

Secretary

The Secretary keeps accurate minutes of each DASC business meeting, types and distributes copies of the minutes to each member no later than ten (10) days following the DASC meeting. The Secretary is also responsible for maintaining the DASC archives.

It is suggested that the DASC Secretary have a minimum of three

(3) years continuous clean time, has demonstrated a working knowledge of the Twelve Traditions and the Twelve Concepts of Service of NA, and presents a history of completed NA service positions, preferrably at the area level.

It is the duty of the DASC Secretary to:

- 1) Keep accurate records of all the proceedings of the DASC.
- 2) Keep on file all committee reports.
- 3) Keep the DASC official GRS / Standing Subcommittee Chairperson / Administrative Committee roll and calls the roll when it is required. Secretary announces immediately following roll call the number of GSR's needed to constitute a quorum and, if (when) quorum has been reached.
- 4) Make the minutes and records available to members upon request.
- 5) Furnish committees with required literature and forms for the performance of their committees. This, however, does not include any literature which is distributed from a Standing Subcommittee such as free literature found at a Hospitals & Institutions panel or at a Public Information event.
- 6) Have on hand at each meeting a list of Standing Subcommittee Chairpersons and GSR's: their names, phone numbers and time/location of their meetings.
- 7) Send notice of special meetings as directed by the DASC.
- 8) Send minutes to members and all who request them no later than ten (10) days following the DASC meeting.
- 9) Make available at each DASC meeting: Group Report Forms, Motion Forms, Motion for Disbursement Forms, Robert's Rules of Order, A Guide to Local Service and a current set of DASC Guidelines.
- 10) Mail any checks, forms, letters and so forth as requested by the service body.
- 11) Attend every regular DASC monthly meeting.
- 12) Submit all records, information, forms and archives to the next Secretary when term(s) of office is/are done.
- 13) Establishes web site posting of DASC Minutes, emailing to GSR's/Groups who have email addresses

Treasurer

The Treasurer will make a report of the contributions and expenditures at every regular DASC meeting as well as an end of term(s) of office report.

It is suggested that the DASC Treasurer have a minimum of five (5) years continuous clean time, has demonstrated a working knowledge of the Twelve Traditions and the Twelve Concepts of Service of NA, and presents a history of completed NA service positions, preferably at the area level.

It is the duty of the Treasurer to:

- 1) Be the custodian of the DASC funds.
- 2) Be one of the signers on the DASC bank account.
- 3) Report income and disbursements at each regular DASC meeting, followed by a written report in the minutes of the DASC.
- 4) Disburse funds as directed by the DASC
 - a) A Treasurer shall keep receipts for all contributions and disbursements.
 - b) Disbursements may only be made if submitted in writing on the correct form and approved by the DASC.
 - c) Disbursements by check will not be made for amounts of less than \$5.00. In this case of such a minimal expenditure, cash which is receipted will be given.
 - d) Automatic disbursements are those expenditures made on a continuous and approved basis by the DASC.
 - e) Checks will be written directly to businesses or those providing services to the DASC except in special circumstances as approved by the DASC.
 - f) All members, groups, committees, and subcommittees utilizing or requesting any DASC funds will be required to provide the Treasurer with an itemized financial report including all receipts.
 - g) All persons requesting reimbursements which have been approved must submit receipts before being reimbursed - no exceptions.
- 5) All checks received by the DASC are to be deposited into the DASC bank account within 5 working days.
- 6) Attend every regular DASC monthly meeting.
- 7) Submit all records, information, forms and archives to the next Treasurer when term(s) of office is/are done.

Regional Committee Member

The two (2) RCM's are the DASC's representatives at the regional level. The RCM's link the DASC with other area service committees

within the Colorado region. The primary responsibility of the RCM's is to work for the good of the DASC, providing two-way communication between DASC and the rest of NA. They represent the DASC groups consciences at the regional level. The RCM's attend all DASC and all CRSC meetings. They take part in any discussions and in any decisions affecting the region, speaking as the voice of the DASC groups consciences.

It is suggested that the RCM have a minimum of five (5) years continuous clean time, have demonstrated a working knowledge of the Twelve Traditions and the Twelve Concepts of Service of NA, and present a history of completed NA service positions, preferrably at the group and area level.

It is the duty of the RCM's to:

- 1) Serve as DASC Chairperson in the absence of the Chairperson and the Vice Chairperson.
- 2) Represent the interests of the DASC at the CRSC and to carry the DASC's groups consciences and work for the primary purpose of NA.
- 3) Report to the DASC verbally and in writing the activities of the CRSC.
- 4) Report to the CRSC verbally and in writing the activities of the DASC.
- 5) Submit a written report of monthly activities as RCM and a copy of the information submitted to the CRSC at each DASC meeting.
- 6) Attend all DASC meetings, CRSC meetings and CRSC regional assemblies.
- 7) Call a member (preferrably the Chair) of the Administrative Committee of the DASC in case of an emergency and/or an inability to attend the regional meetings and/or assemblies.

ARTICLE XI.

Committees

The DASC has two (2) types of committees: Standing Subcommittees and Adhoc Committees.

Standing Subcommittees carry on the work of the DASC on a continual basis. Standing Subcommittees shall be formed or dissolved by the DASC as deemed necessary by the GSR's.

Adhoc Committees are formed to carry out a specific and limited purpose/task for the DASC. Adhoc Committees are appointed by the DASC Chairperson and are subject to approval by the GSR's. Adhoc Committees are dissolved by the Chairperson upon completion of their intended purpose.

Standing Subcommittees of the DASC are: Activities, CRCNA Liaison, GSR Training, Hospitals and Institutions, Literature, Public Information, and Electronic Communications (which includes phone-line, newsletter and meeting lists both printed and on the Internet).

All DASC Standing (and AdHoc) Subcommittees:

- 1) Are directly responsible to the DASC.
- 2) Will have a Chairperson with a suggested minimum clean time of five (5) years and who is elected by the DASC.
- 3) Will elect or appoint other committee members or officers as necessary.
- 4) Chairs will attend all DASC meeting and their own subcommittee meetings.
- 5) Will provide a written report of all monthly activities as Subcommittee Chairpersons at each DASC meeting.
- 6) Will submit a written final report of the yearly activities for the DASC archives and to the new Subcommittee Chairperson
- 7) Will hold regularly scheduled and announced monthly meetings. NOTE: Any subcommittee needing to hold more frequent meetings will provide the DASC with such schedule and that schedule will be published in the minutes of the DASC.
- 8) Will submit a written yearly budget proposal to the DASC each March. This budget will include a proposed schedule of monthly needs in detail and will be allotted at each DASC meeting as funds are available after automatic disbursements.
- 9) Will uphold the Twelve Traditions and Twelve Concepts of Service of NA.
- 10) Will function under the directions contained in this document and in the A Guide to Local Service.
- 11) Will obtain from the DASC Secretary any and all NA approved literature handbooks, guidelines, guide or position papers as concerned with their subcommittee.
- 12) Will also function under the directions of any of these world service level documents unless stated in writing to and approved by the DASC

Adhoc Committees are formed to carry out a specific and limited purpose/task for the DASC. Adhoc Committees are appointed by the DASC Chairperson and are subject to approval by the GSR's. Adhoc Committees are dissolved by the Chairperson upon completion of their intended purpose.

Standing Subcommittees of the DASC are: Activities, CRCNA Liaison, GSR Training, Hospitals and Institutions, Literature, Public Information, and Electronic Communications (which includes phone-line, newsletter and meeting lists both printed and on the Internet).

All DASC Standing (and AdHoc) Subcommittees:

- 1) Are directly responsible to the DASC.
- 2) Will have a Chairperson with a suggested minimum clean time of five (5) years and who is elected by the DASC.
- 3) Will elect or appoint other committee members or officers as necessary.
- 4) Chairs will attend all DASC meeting and their own subcommittee meetings.
- 5) Will provide a written report of all monthly activities as Subcommittee Chairpersons at each DASC meeting.
- 6) Will submit a written final report of the yearly activities for the DASC archives and to the new Subcommittee Chairperson
- 7) Will hold regularly scheduled and announced monthly meetings. NOTE: Any subcommittee needing to hold more frequent meetings will provide the DASC with such schedule and that schedule will be published in the minutes of the DASC.
- 8) Will submit a written yearly budget proposal to the DASC each March. This budget will include a proposed schedule of monthly needs in detail and will be allotted at each DASC meeting as funds are available after automatic disbursements.
- 9) Will uphold the Twelve Traditions and Twelve Concepts of Service of NA.
- 10) Will function under the directions contained in this document and in the A Guide to Local Service.
- 11) Will obtain from the DASC Secretary any and all NA approved literature handbooks, guidelines, guide or position papers as concerned with their subcommittee.
- 12) Will also function under the directions of any of these world service level documents unless stated in writing to and approved by the DASC

- 13) Will work in conjunction with the DASC Vice Chair to coordinate efforts and needs as well as share subcommittee direction and progress. This mutual collaboration can be done by way of verbal/telephone communications between the DASC Vice Chairperson and the Standing Subcommittee Chairperson after the subcommittee meeting and prior to the DASC meeting.
- 14) Will channel all funds to the Treasurer of the DASC immediately following any event which has generated funds.
- 15) All DASC Subcommittee Guidelines are submitted in writing and approved by the DASC. Up-dates or changes to these guidelines are also presented and approved by the DASC.
- 16) Meetings are non-smoking.

The following represents a statement of the purpose(s) for each DASC Standing Subcommittee.

Activities Subcommittee

The purpose of the Activities Subcommittee of the DASC is to provide the fellowship in the Denver Area with recovery-oriented events, activities and merchandise. Funds generated through the subcommittee belong to the DASC. Thus, enabling the DASC to fulfill its primary purpose: support of the Groups in the Denver Area

CRCNA Liaison

The purpose of the CRCNA Liaison of the DASC is to provide information between the DASC and the current Colorado Regional Convention of Narcotics Anonymous (hereafter referred to as CRCNA) Committee. The CRCNA Liaison is usually one addict who links the DASC and CRCNA, providing whatever assistance, information and verbal or written reports as deemed necessary by the DASC.

GSR Training Subcommittee

The purpose of the GSR Training Subcommittee of the DASC is to educate G.S.R.'s (both current and new), G.S.R.A.'s (both current and new), and other interested addicts in the Denver Area about the scope and depth of responsibilities of the Group Service Representative (G.S.R.).

Hospitals and Institutions Subcommittee

The purpose of the Hospitals and Institutions Subcommittee (hereafter referred to as H & I) of the DASC is to carry the message of recovery in NA, through literature and meetings, to those facilities whose clients are unable to attend regularly scheduled NA recovery meetings in the Denver Area.

Literature Subcommittee

The primary purpose of the Literature Subcommittee of the DASC is to purchase literature from NAWS-World Service Office (hereafter referred to as WSO) in bulk and have it available for resale to the DASC members throughout the monthly DASC meeting. The Literature Subcommittee will add ten percent (10%) of the WSO cost to every group or individual addict order in order to build a stockpile of literature for the Denver Area. All monies generated and literature bought from and by this subcommittee are the property of the DASC and must be accounted for as such by both the Chairperson of the Literature Subcommittee and the DASC Treasurer. Denver Area addicts and/or DASC Groups wishing to make literature purchases at any regular meeting of the DASC will do so with checks and/or money orders in order to eliminate the need of the DASC Literature Chair for any currency and/or a cash drawer. This Literature Subcommittee, through providing literature, assists the Groups in carrying out their primary purpose.

The Literature Subcommittee also by approval of the DASC (with the addition of a Co-Chairperson and subcommittee members) can afford an opportunity for members in the Denver Area to input and review and/or approve or disapprove current NA literature seeking to become conference approved. This Literature Subcommittee can also develop original materials to be submitted to NAWS,inc. All such materials must first be presented to the DASC before being sent to NAWS,inc. NOTE: This portion of the Literature Subcommittee which reviews (and so forth) NA literature may be non-existent from time to time due to the needs/directions from the worldwide NA fellowship.

Public Information Subcommittee

The purpose of the Public Information Subcommittee (hereafter referred to as PI) of the DASC is to provide conference-approved NA literature, speakers and information to the public. The Public Information Subcommittee ensures literature is available to all public requests and oversees special needs. The Public Information Subcommittee serves as a resource about NA in the Denver Area.

Electronic Communications

The purpose of the Electronic Communications Subcommittee is to oversee, coordinate and provide a single point of authority for the Denver Area communications area of Internet information (www.nacolorado.org), phonenumber, newsletter and meeting lists.

The purpose of the Newsletter of the DASC is to provide a quarterly newsletter for, about and by the NA fellowship, especially those addicts in the Denver Area. This subcommittee will closely follow the Twelve Traditions of NA and will produce such news-

letters in keeping with the primary purpose of the Groups and the needs/directions of the DASC. The newsletter is distributed free to the DASC members and Groups.

The purpose of the Phoneline of the DASC is to oversee, review procedures and maintain the information telephone line for DASC which is known as "303-832-DRUG". This Phoneline Subcommittee keeps the information found on the telephone line current and in keeping with the policies as found in the Phoneline Handbook of NAWS and in keeping with the Twelve Traditions of NA.

The purpose of the Metro Denver Meeting List is to provide (with updates) addicts with information (day, time, location and type) concerning meetings in the Denver Area.

ARTICLE XII.

Disbursements

No individual DASC member can be disbursed a DASC check in their name unless approval is granted by the DASC. All disbursements of the DASC must be accompanied by a bill or a receipt stating paid in full prior to requesting funds to insure funds are not being misappropriated. There are a few exceptions: funds for halls or room rental (for learning days or activities) and/or refreshments for a DASC event. A receipt must be turned into the DASC immediately upon completion of the transaction.

ARTICLE XIII.

Standing Subcommittees Policies and Guidelines

See attachments.

GUIDELINES OF THE DENVER AREA SERVICE COMMITTEE OF NARCOTICS ANONYMOUS

Approved: November 6, 2000

Burdette E.
Chair - DASC

Vice Chair - DASC