



**New Orleans Area  
Service Committee  
of  
Narcotics Anonymous**

**Guidelines**

**Updated November 2022**

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## **The Twelve Traditions of Narcotics Anonymous**

1. Our common welfare should come first; personal recovery depends on NA Unity.
2. For our group purpose this is but on 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. NA 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 to always maintain personal anonymity at the level of press, radio, and film.
12. Anonymity is the spiritual foundation of all our Traditions, ever reminding us to place principles before personalities.

## **The Twelve Concepts for NA Service**

1. To fulfill our fellowship's primary purpose, 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 rest with the NA groups.
3. The NA groups delegate to the service structure the authority necessary to fulfill the responsibility 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.

## **Definition and Purpose of an Area Service Committee**

Narcotics Anonymous' 9<sup>th</sup> Tradition states, "NA as such, ought never be organized, but we may create service boards or committees directly responsible to those they serve." **An Area Service Committee (ASC)** is not NA but is a committee created to serve, and is directly responsible to, its member groups. Whether or not groups choose to utilize the services of the ASC is up to them.

The **purpose of the Area Service Committee (ASC)** is to be supportive of its groups and their primary purpose by linking them together within their Area; by helping with their basic situations and needs, and by encouraging the growth of the fellowship.

The **New Orleans Area Service Committee (NOASC)** is made up of Group Service Representatives (GSR) and officers elected by the committee. It meets monthly for the express purpose of serving the specific needs of its member groups. The NOASC serves three basic functions:

1. **To unify the Groups within its Area.**
2. **To carry the message of recovery through Subcommittee actions.**
3. **To contribute to the growth of NA, by initiating much of the work to be finalized at the Regional Service Committee (RSC) and the World Service Conference (WSC).**

## **Definition and Purpose of a Group Service Representative**

A **Group Service Representative (GSR)** is the first in the line of communication between a group and Narcotics Anonymous as a whole. They are the links that bind the groups together in the performance of our primary purpose. It is their responsibility to keep their **Group** informed and to carry the **Group's Conscience** in all matters. Electing GSR's who will take an active part in the business of NA is probably one of the most important things we can do to improve the unity of the Fellowship. Active representation more than any other thing can strengthen the ties that bind us together and promote our common welfare.

A **GSR speaks for their Group at the Area Service Committee (ASC) meeting.** They take part in the planning and implementation of any functions, which affect the members of their Group. As a result of the participation, they can keep their Group informed about what is happening in NA. Members of the Group should always be able to go to their representative and:

1. **Find out about activities involving other Groups,**
2. **How the NA service structure works using the Twelve Traditions & Concepts,**
3. **How they can get involved.**

## **The GSR and NOASC**

The NOASC invites all NA Groups in the New Orleans Area to get involved in the NOASC. All duly elected GSR's including those from newly formed meetings, are automatically permitted to participate and vote at NOASC meetings.

A GSR Alternate works closely with the GSR and takes over the duties of the office in case of illness or the GSR's inability to be of service. Also, if the GSR cannot attend the monthly ASC meeting, the GSR Alternate attends and votes in their absence.

The only "qualifications" that NOASC has regarding GSR's is that they must be duly elected by their Group and that person can hold only one GSR or GSR Alternate position at a time. Specific requirements for the position of GSR should be determined by each Group's Conscience. Our collective experience has shown that it is a good idea for the GSR's to have at least (6) months clean time and to be an active participant in the Group they serve. The GSR's clean time and experience may well depend on the availability of the participants in the Group they serve. A GSR's term in office is usually one (1) year.

## **Tradition Two**

**For our group purpose there is on ultimate authority – a loving God, as He may express Himself in our group conscience, our leaders are but trusted servants; they do not govern.**

## **ASC Meeting Procedures** **Format**

1. Open with Prayer
2. Read Twelve Traditions and Twelve Concept (Vice Chairperson)
3. Read Definition and Purpose of an ASC (Chairperson)
4. Read Definition and Purpose of a GSR (Vice Chairperson)
5. Roll Call
  - a. Administrative Committee
  - b. Subcommittees
  - c. Ad-Hoc Committees (if any)
  - d. Group Service Representatives

**There must be a “Quorum in order to proceed. (Page 8)**

6. Announcements
7. Old Business
  - a. Regional Nominations
  - b. Area Nominations
  - c. Motions Previously sent back to Groups
  - d. Motions not previously addressed at prior ASC meetings
8. Secretary’s Report  
(A motion must be passed to accept the minutes as read or with changes.)
9. Treasurer’s Report  
(A motion must be passed to accept the minutes as read or with changes.)
10. ASR’s Report
11. Post Office Report
12. Recess for said time period  
**(This recess in NOT optional if one or more new GSR’s are present)**
13. Subcommittee Reports and Ad-Hoc Reports
14. Recess for said time (optional)
15. New Business
  - a. Regional Motion’s or Reports
  - b. Elections
  - c. Ratifying of nominees for Area, Region, or Subcommittees
  - d. New Motions
16. Closing Treasurer’s Report
17. Review of information to be brought back to groups and setting of the next ASC meeting date.
18. Closing Prayer **(The ASC Meeting goes on no longer than 4:30pm)**

## **Agenda**

The Chairperson will arrange the Agenda prior to each meeting. All motions will be given to the Chairperson on a “Motion Form” (8 ½” x 11”) and all business will be addressed in the order that they are submitted. Pre-arranged Agenda has priority.

## **Quorum**

Official quorum of the ASC is 51% of the voting participants. Voting participants are the average number of GSRs or Alternate GSRs present at the previous three meetings. An official quorum must be reached no later than (10) minutes after starting the meeting. Only duly elected GSR Alternates are eligible to represent a GSR for the purpose of determining quorum. No Proxy Representatives will be recognized.

## **Reports**

All Subcommittee and Ad-Hoc Reports are to be limited to (10) minutes per Report. They are to be typed or written on 8 ½” x 11” paper and given to the Secretary prior to the end of the ASC.

## **Motions**

### **A. Presentation of Motions:**

Motions will follow parliamentary procedures taken from “Robert’s Rules of Order.” Motions are to be submitted on 8 ½” x 11” Motion Form. (Adopted 05/15/22)

1. Only GSR’s Administrative Officers of the ASC, Subcommittee Chairpersons or Acting Chairperson (i.e., Vice Chairperson) are allowed to make motions or second motions.
2. Motions from Groups need not be seconded; all other motions **must** have a second.
3. All motions to be considered must be made by a person present at the ASC meeting.
4. Motions creating or affecting policy require a two-thirds (2/3) majority to pass. All other motions require only a simple majority



**B. Discussion of Motions:**

1. Main Motions are limited to two (2) pros and two (2) cons.
  - a. Discussion is limited to ten (10) minutes.
2. A Motion to Suspend the Rule may be made to extend the discussion.
3. If a Motion passes or fails, it cannot be brought up again for three (3) ASC meetings, but the Motion may be reconsidered in the same meeting if reconsideration is proposed by a member of the prevailing side.
4. Motion that is tabled and brought back to groups will be voted on without discussion of tabled motion.

**Note:** Some motions require no discussion, such as Motion to Close, Motion to Suspend the Rules, and similar motions.

**C. Voting Eligibility:**

1. Who is Eligible to Vote?
  - a. GSRs or Alternate GSRs
  - b. Administrative Committee (as a whole, in case of a tie)
2. Voting Participants will signal their vote by raising their hand.
3. If a motion requires immediate attention, an EMERGENCY VOTE may be initiated by any GSR or Officer of the ASC by contacting the ASC Chairperson or Vice-Chairperson. The Chairperson or Vice-Chairperson will then contact voting participants by telephone to poll their votes, a quorum is required.

**D. Motions Requiring Group Conscience**

1. All motions involving expenditures of \$100.00 or more and are not a part of Area's ordinary operating expenses are automatically referred back to Groups for a group conscience.
2. All motions involving interpretation of the Traditions or matters directly affecting groups of NA will be tabled and be referred back to groups.
3. Motions affecting change to policy or setting new policy must be referred back to groups.

## **Elections**

Elections for all positions will be held annually at the regularly scheduled ASC meeting on the third Sunday in February. Committee Officers should be elected from the active GSR's. Prior service experience such as Group Secretary, Group Treasurer and Subcommittee membership are of value. ASC Officers may not hold two Area Service positions (e.g., Subcommittee Chair, Vice-Chair and/or GSR). All ASC members and officers may succeed themselves in office but keeping with the Ninth Tradition and the principle of rotating leadership, it is recommended that no officer serve more than two (2) consecutive terms.

### **Procedures for Electing/Ratifying New Officers**

1. Nominations for Administrative Officers are opened to the floor. Nominations for Subcommittee Chairperson will be presented by their respective Subcommittee for ratification. All nominees must be present.
2. Nominees are asked to leave the room. Discussion on merit is held.
3. Vote is taken by a closed ballot.
4. Nominees are readmitted to the room.
5. Elected/Ratified Officers are announced.

**Note:** In case of only one nomination, a vote of acclamation is taken. If the majority of voting participants do not approve the nomination, the issue goes back to groups or a relative subcommittee for further nominations.

**Note:** In case of absence of the Chairperson the person in the order of succession is:

1. Vice Chairperson
2. Area Service Representative
3. Alternate Area Service Representative
4. Area Secretary
5. Alternate Area Secretary

# **Resignation & Impeachment**

## **Officers & Subcommittee Chairs**

-

### **A. Resignation:**

1. Voluntary: Should be given in writing to the ASC Chairperson prior to the next meeting.
2. Involuntary: Relapse during term in office constitutes immediate resignation.

### **B. Impeachment**

#### 1. Reason for Impeachment:

- a. Missing two (2) or more consecutive meeting without reasonable cause.
- b. Relapse during term in office constitutes immediate resignation.
- c. Serious breach of Traditions.

2. The Impeachment process applies only to the ASC Officers and Subcommittee Chairs.

#### 3. The Process:

- a. Motion is presented to pursue Impeachment with said due cause.
- b. If a vote is affirmative to pursue the impeachment, the letter of notification to pursue impeachment, including said due cause, is sent to the officer in question by the Secretary 14 days prior to the next ASC meeting.
- c. Letter of due cause is read to the ASC Committee at the next ASC meeting.
- d. Respondent is given the opportunity for rebuttal (not to exceed five minutes)
- e. A two-thirds (2/3) majority of participating voters is necessary to impeach.

# **ASC Officers & Subcommittees**

## **Purpose, Functions and Responsibilities**

### **Administrative Officers**

#### **Chairperson**

The Chairperson arranges for and presides over monthly ASC meetings. The Chairperson is one of the co-signers of the ASC bank account that maintains ASC files and archives, along with the rest of the ASC Committee and Subcommittee Guidelines. A Chairperson must be capable of conducting a committee meeting with a firm yet understanding hand and must attempt to be absolutely fair and impartial. The Chairperson of the ASC is to update guidelines and to type and add addenda to the Area guidelines. This includes all policy changes that went into effect during the year. The Chairperson should always be the Post Office Box holder of records, and it should be changed at normal terms of rotation of the Chairperson. At Committee meetings he/she can vote only in case of a tie, but neither make motions nor join discussions. The Administrative Committee as a body may make a Motion.

Area Administrative committee is responsible for inventorying storage facility before the year end. (Adopted 11-12-21)

#### **Qualifications:**

1. Willingness and desire to Serve.
2. A one-year commitment.
3. Minimum of three years NA service involvement.
4. Five years of clean time.
5. Working knowledge of the Twelve Traditions.
6. Time and Resources necessary to do the job.

## **Vice Chairperson**

The Vice Chairperson coordinates all subcommittee functions and is encouraged to attend two-thirds of all subcommittee meetings. In the absence of the Chairperson, the Vice Chairperson performs the duties of the Chairperson. The Vice Chairperson succeeds the Chairperson and completes his/her term in office in the event of resignation, impeachment, or death.

The Vice Chairperson may vote at Committee meetings only in case of a tie and may neither make Motions nor join discussions. The Vice Chairperson moves to Chairperson upon Ratification by the Area Committee. If not ratified, then nominations will be taken from the floor.

### **Qualifications:**

1. Willingness and desire to service.
2. A two-year commitment, upon ratification.  
**Note:** One year as Vice Chairperson and one year as Chairperson
3. Minimum of two years NA service involvement.
4. Four Years clean time
5. Working knowledge of the Twelve Traditions
6. Time and Resources to do the job.

## **Secretary**

The Secretary keeps accurate minutes of each ASC meeting, types, and distributes copies to each GSR no later than one week following each meeting. The Secretary will type out all Motions in their entirety for the Area minutes, under the titles of Old and New Business. The Chairperson should verify these minutes before copies are made.

The Secretary may vote at committee only in case of a tie and may neither make Motions nor join discussions. The ASC Secretary is allotted \$100.00 per month for postage, supplies, and to copy the minutes. A receipt is to be submitted to the ACS accordingly.

## **Alternate Secretary**

The Alternate Secretary performs the secretary duties in his/her absence. Therefore he/she should be familiar with ASC procedures.

### **Qualifications: (Secretary and Alternate Secretary)**

1. A willingness and desire to serve
2. A one-year commitment
3. Minimum of six months NA Service
4. One-year clean time.
5. Working knowledge of the Twelve Traditions
6. Time and resources to do the job.

## **Treasurer**

The Treasurer makes a report of contributions and expenditures at every ASC meeting, as well as an Annual Report at the end of each calendar year. The Treasurer is one of the cosigners of the ASC bank account. The Treasurer also keeps receipts of income and disbursements. The Treasurer is to purchase night deposit bags and sees that all money handled by the ASC be deposited no later than the Monday following Area. The Treasurer is to use the **TREASURER'S WORKSHEET** monthly to report the amount held for each subcommittee as well as the amount already approved for each Subcommittee's monthly expenses (their budget amount).

The Treasurer can write no checks unless funds are available. This includes cash on hand and the prudent reserve of \$ 10,000.00

which must be maintained. The Treasurer may vote at Committee meetings only in case of a tie and may neither make Motions nor join in discussions. The Treasurer is allotted \$60.00 per month to copy the Treasurer's Report and should submit a receipt to the ASC accordingly. The Treasurer is also responsible for checking the Post Office Box and distributing its contents.

**Reimbursement Policy:** All expenditures on an Area level must have corresponding receipts in order to qualify for reimbursement.

**Regional Donation:** is 5% of any amount above prudent reserve at the close of business at the ASC meeting before the Regional Service Committee Meeting weekend (Adopted 05/15/22).

**Area Phone Line:** This bill should be paid monthly by auto-draft payments to AT&T.

**Refreshments:** ASC is allotted \$90.00 per month for the purchase of refreshments and equipment (e.g., plates, cups, food, coffee maker, etc.) for NOASC meeting (Adopted 11/21/21).

## **Co - Treasurer**

The Co-Treasurer assists the treasurer as needed in the performance of his/her duties. The Co-Treasurer is assigned as a liaison to the Activities and Fundraising Subcommittee to work directly with the Treasurer and attends their Subcommittee meetings.

### **Qualifications: (For Treasurer and Co-Treasurer)**

1. A willingness to serve
2. A one-year commitment
3. Minimum of six months NA service involvement
4. Two Years clean time
5. Working knowledge of the Twelve Traditions
6. Be gainfully employed
7. Time and Resources to do the job

## **Area Service Representative**

The Area Service Representative (ASR) is to an ASC what a GSR is to the Group. As representative of the New Orleans Area, the ASR speaks for the members of the Groups of the NOASC. The primary purpose of the ASR is to work for the good of NA by providing two-way communications between Area and the Louisiana Regional Service Committee (RSC). Therefore, the ASR must attend all RSC and ASC meetings.

The ASR represents the group conscience of the ASC at the Regional level and provides the Area with an Agenda and report of the RSC meetings including the RSC's Treasurer's Reports. An ASR must be able to work for the common good and attempt to be impartial, placing principles

before personalities at all times. The ASR may vote at Committee meetings only in case of a tie and may neither make motions nor join discussions, except in matters coming from or pertaining to the RSC.

**NOTE:** The ASR is allotted a budget of \$225.00 for expenses of lodging and travels to attend the RSC meetings and should submit receipts to the ASC at the next ASC meeting.

**Qualifications:**

1. A willingness and desire to serve
2. A one-year commitment
3. Minimum of one-year active participation at NOASC meetings as either a GSR or an Officer of the ASC.
4. Two Years clean time
5. Working knowledge of the Twelve Traditions
6. Time and resources to be an active participant

## **Area Service Representative Alternate**

The Area Service Representative Alternate has the same functions as the AST and should attend Regional Weekends with the ASR in order to attend additional Subcommittees and become more familiar with RSC procedures. An ASR attends a minimum of four (4) RSC meetings during their one-year term.

**NOTE:** The \$225.00 budget given to the ASR for expenses are inclusive of expenses for the ASR Alternate, and he/she also submits receipts at the next ASC meeting.

**Qualifications:**

1. A willingness and desire to serve
2. A one-year commitment
3. Minimum of six months of active participation at NOASC meetings as GSR or Officer of the ASC
4. Working knowledge of the Twelve Traditions
5. Time and Resources to be an active participant



# **Subcommittees**

The NOASC has created six standing Subcommittees in an effort to most efficiently achieve our goal and delegate the responsibilities necessary to carry out our primary purpose. Each Subcommittee is directly responsible to the NOASC and should always work in close cooperation with other Subcommittees and the NOASC as a whole. All Subcommittees elect their own trusted servants, but their Chairperson must be ratified by NOASC as a whole.

## **All Standing Subcommittees do the following:**

1. Meet monthly at a regularly scheduled meeting.
2. Keep minutes of all their meetings
3. Submit a written Chairperson's Report at the monthly ASC meeting
4. Submit a Yearly Report to the NOASC at the end of each calendar year
5. Conduct Subcommittee business in accordance with their own detailed Guidelines, which must be approved by the NOASC, along with any changes or revisions.

## **Activities and Fundraising**

Commonly referred to as "A&F", the Subcommittee is responsible for the scheduling and coordination of social functions (e.g., dances, baseball games, crawfish boils, etc.), Service activities (e.g., workshops, learning day, etc.) and other fundraising events. A&F Subcommittee is allotted \$1,200.00 to execute mandatory functions, except for A&F's \$1,000.00 non-mandatory budget. (Adopted 11/20/22) All receipts should be submitted to the ASC accordingly. A&F must submit event flyers to the ASC two meetings prior to the event date in order to receive funding and encourage Area & Regional Support.

### **The A&F Mandatory Functions are:**

1. New Orleans Area NA Birthday
2. H&I Learning Day
3. Summer Bash
4. Fall Into Recovery

### **Qualifications: (A&F Chairperson)**

1. A willingness to serve
2. A one-year commitment
3. Minimum of six months NA service involvement
4. Two Years clean time
5. Working knowledge of the Twelve Traditions
6. Be gainfully employed
7. Time and Resources to do the job

## **New Orleans Area Convention**

The **Convention Subcommittee (NOACNA)** was developed by members of NA to bring together our members in a celebration of recovery. NOACNA's purpose is to help the addict overcome his/her isolation, to correct misinformation, and to gain new information about recovery and service. NOACNA is sponsored by NOASC of NA and should always conform to the principles of NA and reflect its primary purpose to carry the message to the addict who still suffers.

### **Addenda:**

1. That NOACNA submit a Financial Report in detail to the ASC and a bank statement monthly. (04/94)
2. In order to vote a person needs to have attended two of the last three committee meetings. (02/20/94)
3. To amend the guidelines to include Co-Treasurer to NOACNA (02/20/94)
4. To amend the guidelines to include Co-Treasurer position except for signing checks.
5. NOASCNA Treasury balance must be at 50% above Prudent Reserve in order to have a convention.

### **Qualifications: (NOACNA Chairperson)**

1. A willingness and desire to serve
2. Two Year commitment
3. Presides over all meetings of the convention subcommittees
4. Five Years clean time.
5. A working knowledge of the Twelve Traditions.

## **Hospitalities and Institutions**

Commonly **referred** to as “H&I”, this Subcommittee is responsible for carrying the message of NA recovery to addicts who are housed in facilities that make it difficult or impossible to attend regularly scheduled NA meetings. The H&I Subcommittee is allotted \$1,000.00 Quarterly to purchase white books and pamphlets, if needed, and to cover travel expenses. (Adopted 8/21/22) All H&I literature orders should be filled by the Area Literature Subcommittee. (Adopted 07/18/21)

### **Qualifications: (H&I Chairperson)**

1. Three years clean time
2. One year Commitment
3. One year minimum service on H&I Subcommittee
4. Working knowledge of the Twelve Traditions.
5. Ability to communicate effectively with staff and administrators of hospitals and institutions

## **Literature**

The **Literature Subcommittee** is responsible for ordering and distributing literature as needed by the NOASC, including filling orders by Groups, supplying Subcommittee needs, and providing starter kits to new Groups. All groups applying for a new start kit must turn in a completed Group Registration Form. All literature is to be distributed after the ASC meeting this applies to all members. The Literature Subcommittee stops taking orders at 3:30pm. (Adopted 5/20/2018). The Literature Subcommittee is allotted \$3500.00 in Inventory. (Adopted 9/19/21)

### **Qualifications: (Literature Chairperson)**

1. A willingness and desire to serve
2. Two years clean time
3. One year commitment
4. Six months minimum NA service involvement
5. Working knowledge of the Twelve Traditions
6. Be gainfully employed

## **Public Relations**

Commonly referred to as “PR”, this Subcommittee is responsible for informing the public that NA exists and offers recovery from the disease of addiction through the Twelve Steps and Twelve Traditions of Narcotics Anonymous. This Subcommittee is also responsible for operating a Phone Line Service, which carries the message of NA recovery and provides daily meeting information to callers. Public Relations allotted monthly budget of \$199.00 (Adopted 09/19/21).

### **Qualifications: (Public Relations Chairperson)**

1. A willingness and desire to serve
2. Two years clean time
3. One Year Commitment
4. Six months minimum of NA service involvement on the PR Subcommittee
5. Ability to communicate effectively with the public, including professionals such as educators, doctors, lawyers, and other person and groups who might inquire about NA.

## **Policy and Procedures**

Commonly referred to as “P&P”, this Subcommittee deals with the application and procedures of the NOASC. The general policies of Narcotics Anonymous are expressly stated in the Twelve Traditions of NA; however, the application of these traditions is the concern of this Subcommittee as it is related to the NOASC. This Subcommittee is also responsible for the maintenance and revision of our Area and Subcommittee Guidelines and procedures. To bring the Area Guidelines up to date for the Guidelines to stay in place for a period of four (4) months at a time. (Adopted 7/2017). Policy and Procedure Subcommittee is allotted a \$100.00 budget (Adopted 9/16/22).

### **Qualifications: (Policy & Procedures Chairperson)**

1. Three years clean time
2. One year commitment
3. Prior NA service experience at the Area Level
4. Working knowledge of the Twelve Traditions and Robert’s Rules of Order
5. A desire to serve NA as a whole
6. Organization and Record keeping skills

## **Ad Hoc Committee**

This Subcommittee is formed at the request of GSR's with the chair appointed by the Executive Committee.

## **Addendum Items**

(Motions Impacting Guidelines during 2022)

(To be included in Updated 2023 Guidelines)