

May 8, 1982

WSC-82
SPECIAL REVIEW COMMITTEE
REPORT

Bob Rehmar - WSC-82 Administrative Committee Chairman
Sally Evans - Trustee
James Drinkwater - Trustee
Phil Perez - WSO Chairman
Doug Forsythe - WSO Board Member
George H. - WSC 82 Administrative Committee Vice-Chairman
Nickie Chagaris - WSC-82 Administrative Committee Secretary

The committee spent many hours discussing the contents of both the report and the study that have been presented for the Committee's study. We found both to be complex and contain allegations, suggestions and recommendations in greater number than we can find time or space to respond to.

We didcussed in great detail the circumstances that caused the Trustee Sub-Committee Study and response by the WSO. Our analysis is tha, founded and unfounded complaints, personality differences and differing interpretations of the Twelve Traditions are the contributing factors to the problems behind both the study.

The Committee feels that a detailed analysis and response to each allegation would be lengthy and unnecessary.

Rather, the Committee feels, the errors and omissions should best be treated in the tradition of love and forgiveness. The Committee feels our hours together have been beneficial in promoting unity within the fellowship. Within this context the Committee has several recommendations for Conference consideration, that will lend to the gradual change and improvement in NA and our ability to serve the still suffering addict.

These recommendations go to the heart of the problems that, the fear, suspicion and pride, evidenced by many of us in creating circumstances that brought the creation of this Committwe.

A spirit of compromise, for the benefit of the fellowship, brought us to these recommendations.

TO BRING THE WSO TO CLOSER UNITY WITH THE GROUP CONSCIENCE OF WSC. THAT THE EXISTING BY-LAWS OF WSO-INC. MUST BE CHANGED BY DELETING PORTIONS OF ARTICLE 16, Section 16.01;

① However, this corporation is fully independent of corporate structure and no Director hereof is an interlocking Director of any other corporation, including the Narcotics Anonymous Society. Hence, no corporate resolution, vote or activity of that or any other corporation or organization will in any way influence the independent vote of any Director or member herof, nor will the same influence the independent judgement of any Director or member to cast his vote on any issue before the Board or membership meeting of this corporation, despite the fact that coincident memberships exist between this corporation and Narcotics Anonymous Society, and in fact a condition for membership in this corporation is membership in good standing in Narcotics Anonymous Society...

FURTHER, THE FOLLOWING LANGUAGE SHOULD BE ADDED TO Section 16.02:

② "All members, Directors and officers of this corporation shall be, and are, subject to, and will abide by, motions adopted, at each WSC meeting and implement decisions reached by the WSC as they pertain to operation of the WSO."

To bslnvr the change we are proposing in the structure and organization of WSO, we feel it desirable to make similar recommendation for change of the organization between WSO and Trustee members has led to much of the problem.

OUR RECOMMENDATION ARE:

- ③
1. A FIXED TERM SHOULD BE SET FOR ALL TRUSTEES (such as, 5 years) and DIRECT ELECTION OF TRUSTEES BY THE WSC.

13 members reg over 1/25 years recovery

WSO Board to serve 5 YEARS except
elect 5 new repl 2 each year from (WSO change)
DIRECT ELECTION BY EACH SUCCESSIVE WSO OF, 5 MEMBERS TO
THE WSO CORPORATION MEMBERSHIP. EACH PERSON TO SERVE
FOR 5 YEARS. (until built to 25 members).

3. A SYSTEM OF FINANCIAL ACCOUNTABILITY BE IMPLEMENTED FOR
NA AS A WHOLE AND ALL OF THE SUB-COMMITTEES (in the form
of reports) TO WSO, IN ORDER TO PROPERLY REPORT OURSELVES
TO THE U.S. GOVERNMENT. THIS MUST BE DONE IN ORDER TO
COMPLY WITH FEDERAL REGULATIONS PERTAINING TO OUR NON-
PROFIT STATUS.

4. THE WSO WAS LEGALLY CREATED TO BE THE PUBLISHING ARM OF
NARCOTICS ANONYMOUS AS A MEANS OF ACCURATELY REPRODUCING
THE MESSAGE OF RECOVERY. IT IS APPROPRIATE AND ESSENTIAL
THAT ALL PUBLICATIONS USED BY NA BE REPRODUCED UNDER THE
DIRECT CONTROL OF WSO.

The adoption of these recommendations would be a first step in
developing a check and balance in NA, which hopefully will con-
tinue through out our entire structure.

WSO (RE: 1 & 2) WE ARE looking. THOSE changes in obedience to hereafter
within a period not to exceed 1 year. We the WSO of NA will at that
time vote to reaffirm same and hope with the power of god that these
good things will be possible for us as a Fellowship to trust that
which has been entrusted to us in the spirit of recovery. To place
the condition on the changes based on the purpose of all
interested parties. This is to say let the decision come from
the floor.

WSB: BY DELETING CONFLICTING LANGUAGE THE COMMITTEE RECOMMENDS
INSERTING THIS LANGUAGE: THE WSO ELECT 5 members to the
Board of Directors of WSO. That they take office immediately, they
serve for 5 years during each successive year. The two WSO members
with the longest time of service on the WSO Board leave the Bd of WSO
and each successive WSO, elect 5 new members.

LA:FOR/8: 869

Internal Revenue Service

MAY 11 1978

L-391, Code 4444EOG

Determination Section (213) 688-4553

World Service Office, Inc.
10717 Sherman Way
Sun Valley, California 91352

Accounting Period Ending: February 28

Form 990 Required: ☒ Yes ☐ No

Advance Ruling Period Ends: February 28, 1982

Based on the information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code.

Because you are a newly created organization, we are not now making a final determination of your foundation status under section 509(a) of the Code. However, we have determined that you can reasonably be expected to be a publicly supported organization of the type described in section 509(a)(2).

Accordingly, you will be treated as a publicly supported organization, and not as a private foundation, during an advance ruling period. This advance ruling period begins on the date of your inception and ends on the date shown above.

Within 90 days after the end of your advance ruling period, you must submit to us information needed to determine whether you have met the requirements of the applicable support test during the advance ruling period. If you establish that you have been a publicly supported organization, you will be classified as a section 509(a)(1) or 509(a)(2) organization so long as you continue to meet the requirements of the applicable support test. If, however, you do not meet the public support requirements during the advance ruling period, you will be classified as a private foundation for future periods. Also, in the event you are classified as a private foundation, you will be treated as a private foundation from the date of your inception for purposes of sections 507(d) and 4940.

Grantors and donors may rely on the determination that you are not a private foundation until 90 days after the end of your advance ruling period. In addition, if you submit the required information

(over)

Form L-391 (4-73)

Form **872-C**

(Rev. May 1977)

Department of the Treasury—Internal Revenue Service

**Consent Fixing Period of Limitation
Upon Assessment of Tax Under Section
4940 of the Internal Revenue Code**

(See instruction 2 of Part IV—Form 1023 instructions.)

To be used
with Form
1023 only.
Submit in
duplicate.

Pursuant to section 6501(c)(4) of the Internal Revenue Code and as part of a request submitted with Form 1023, that the within designated organization be treated as a publicly supported organization within the meaning of section 170(b)(1)(A)(vi) or section 509(a)(2) during an extended advance ruling period,

NARCOTICS ANONYMOUS

(Name of organization)

10717 SHIRAZ WAY**SUN VALLEY, CA 91352**

(Number, street, city or town, State and ZIP code)

District Director

and the

consent and agree as follows:

The period of limitation upon assessment of the tax imposed under section 4940 of the Code for any taxable year within the advance ruling period as extended shall not expire prior to one year from the date of expiration of the time prescribed by law for the assessment of a deficiency for the last taxable year within the advance ruling period, as extended, to wit (check one)—

☒ First taxable year or least 8 months: The period of limitations for the first 5 taxable years shall extend 8 years, 4 months, 15 days beyond the end of the first taxable year.

☐ First taxable year less than 8 months: The period of limitations for the first 6 taxable years shall extend 9 years, 4 months, 15 days beyond the end of the first taxable year,

except that if a notice of deficiency in tax for any such years is sent to the organization before expiration of such period, the time for making an assessment shall be further extended for the period in which the making of an assessment is prohibited and for 60 days thereafter.

Ending date of first taxable year: ~~1 FEBRUARY 28 1978~~

Name of organization

Narcotics Anonymous

Date

3/22/78

Officer or trustee having authority to sign

Signature

James P. Kinnon Sr.

District Director

**W. H. CONNETT
DISTRICT DIRECTOR**

Date

MAY 11 1978

By

*A. W. Jordan***GROUP MANAGER**

within the 90 days, grantors and donors may continue to rely on the advance determination until the Service makes a final determination of your foundation status. However, if notice that you will no longer be treated as a section 509(a)(2) organization is published in the Internal Revenue Bulletin, grantors and donors may not rely on this determination after the date of such publication. Also, a grantor or donor may not rely on this determination if he was in part responsible for, or was aware of, the act or failure to act that resulted in your loss of section 509(a)(2) status, or acquired knowledge that the Internal Revenue Service had given notice that you would be removed from classification as a section 509(a)(2) organization.

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

You are not liable for social security (FICA) taxes unless you file a waiver of exemption certificate as provided in the Federal Insurance Contributions Act. You are not liable for the taxes imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the excise taxes under Chapter 42 of the Code. However, you are not automatically exempt from other Federal excise taxes. If you have any questions concerning these taxes, please let us know.

If your sources of support, or your purposes, character, or method of operation is changed, you should let us know so we can consider the effect of the change on your status. Also, you should inform us of all changes in your name or address.

If the yes box at the top of this letter is checked, you are required to file Form 990, Return of Organization Exempt From Income Tax, only if your gross receipts each year are normally more than \$10,000. The return is due by the 15th day of the fifth month after the end of your annual accounting period. The law imposes a penalty of \$10 a day, up to a maximum of \$5,000, for failure to file the return on time.

You are not required to file Federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T. In this letter we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

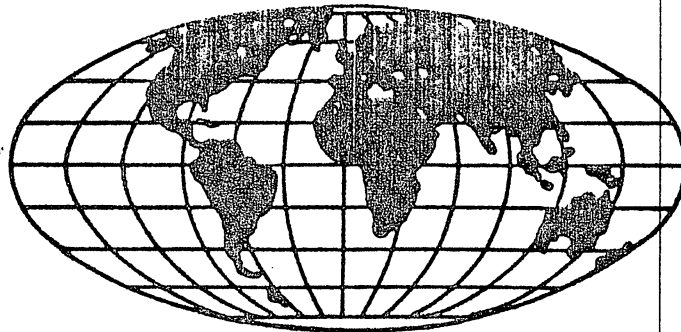
You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, a number will be assigned to you and you will be advised of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

Sincerely yours,

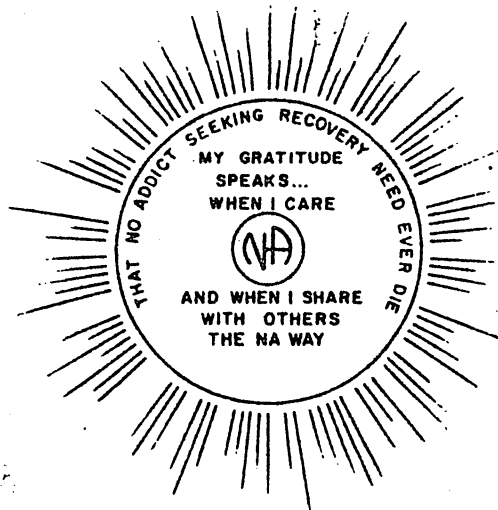
District Director

*A greater desire
to serve and to unify
thru communication*

WORLD SERVICE



FELLOWSHIP REPORT



Volume 1 Number 2
Compiled and distributed by the
WORLD SERVICE CONFERENCE
Administration Sub-committee

WORLD SERVICES FELLOWSHIP REPORT
WSC 1982-83

SEPTEMBER 1982

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WORLD SERVICE CONFERENCE OF NARCOTICS ANONYMOUS

Dear Fellowship,

Included in this report, as noted in the Table of Contents, are reports as submitted by the WSC Sub-Committees of work in progress.

We'd like to congratulate the Institution Committee's completion of the H & I Handbook, now up for fellowship approval. A big THANK YOU to Ohio's Lit. Committee Mini-conference. We're told a lot of folks helped out there with this handbook.

Response to the 12th World Convention, held at Milwaukee, was that it was an overwhelming success. A good time was had by all and the Spirit of NA was there!

Congratulation to New York in receiving our Fellowships' support for sponsorship of next year's World Convention. Good Luck and we're looking forward to joining all of you there next year. If any help is needed from the WSC's Administration Committee, please feel free to call.

ANNOUNCEMENTS

NEW REGIONS

Alabama & NW Florida Region
824 Austin St. S. W.
Decatur, ALA. 35601

Mississippi State Region
Dennis Engel - Regional Rep.
Route 1, AB-51
Greenville, Mississippi 38701

WELCOME TO THE FAMILY OF NA!!

FLORIDA REGION
George H. - Regional Rep.
9200 SW 97th Ave.
S. Miami, FL. 33176

The World Service Conference 1982 site will not be available to us next year due to remodeling of the building. We are now in the process of locating an adequate facility for 1983's conference. As soon as a site and date have been set we will inform you. This information will come through the coming Fellowship Reports. Feedback is welcome. Please send your suggestions to Bob R. - WSC 82-83 Admin. Comm. - Chairman

WSC Administration Committee

Bob Hennrich, Chairman
9710 Cashion Street
Los Angeles, CA 90035
(213) 551-7479

George Hollahan, Vice Chairman
9200 S. W. 97th Ave.
South Miami, FL 33176
(305) 279-0404

Kevin Fahy, Treasurer
1907 Speyer Ln.
Honduras Beach, CA 90278
(213) 374-7197

Nancy C. Lyons, Secretary
1736 Third St.
La Verne, CA 91750
(714) 596-3106

WSC Public Information Committee

Lois Anne Drinkwater
472 Cook St.
Vallejo, CA 94592
(707) 342-1001

WSC Finance Committee

Martin Chess
P.O. Box 11, 20
Eugene, OR 97440
(503) 485-1797

WSC Policy Committee

Larry North
P.O. Box 9035
Winchester, VA 22601
(703) 667-5661

WSC Literature Committee

Page Culbertson
290 Manning Rd. #29
Alhambra, CA 91804
(415) 428-6187

WSC Institutional Committee

Bob Bergh
364 Centre St.
San Francisco, CA 94115
(415) 348-0567

World Service Board of Trustees

Chairman
8114 Fiallon Avenue
Whittier, CA 90605

WSO Board of Directors

President
6222 Vineland Avenue
No. Hollywood, CA 91606
(213) 3748-6203

Hopefully RSR's have received their copy of the WSC-82 minutes. Which it has been suggested be duplicated for distribution through out your Region. I have received many calls concerning motions proposed, passed and not passed, that were not included or clear in the minutes and as a result are up for speculation on outcome. We will be researching the tapes of that conference for clarification, in order to provide clear, and accurate supplements to the minutes. These supplements, when completed will be provided within the subsequent Fellowship Reports. Please send in all in-put about these minutes, especially information on motions that were left out or transposed, due to poor quality of tapes and problems with taping procedures. This would include motions voted down and motions passed. All in-put concerning the minutes is a priority for this Committee's review.

This in no way reflects upon the momentous task that the last Administration Committee endured in putting on the 81-82 World Service Conference. We thank Cindy D. - WSC-82 Admin. Comm. - Secretary, for a tough job, well done. THANK YOU, CINDY!!

To the Regions that participated at WSC-82 and did not have their report included in the minutes. Please send a copy of your report so that it can be included with supplemental reports of the minutes in the Fellowship Report. Send to:

Nickie C.
1734 Third St.
La Verne, CA 91750

At this time I'd like to report to the Fellowship that this Administration Committee is working with all unity to serve you.

All suggestions or questions will be gratefully received by us. We will answer and if possible act upon all questions. Like our Traditions State we are "Trusted Servants" and the only way we can serve is through the Fellowship in-put and suggestions.

Thank you for allowing me to be of Service.

Bob. R.
WSC 82-83 Administration Committee - Chairman

SEPTEMBER REPORT

YEAR TO DATE FROM THE TREASURER

		<u>INCOME</u>	<u>EXPENDITURES</u>
5/9/82	W.S.C. - 82 Collection (for H & I Sub-Committee)	65.30	
5/9/82	H & I Sub-Committee		65.30
5/9/82	Warren, Ohio - R.S.C.	10.00	
5/20/82	W.S.C.-82 Registrations (3) (from: Halifax, PA)	30.00	
6/11/82	W.S.C.-81 Account closed and forwarded	2,100.89	
7/9/82	Bank of America - Endorsement Stamp		3.35
7/22/82	Nickie Chagaris - Sec. Ad. Comm. (for W.S.C. supplies)		200.00
7/22/82	W.S.C.-Lit. Sub-Committee Monthly Allowance - (5/82, 6/82 & 7/82)		450.00
7/22/82	W.S.C.-Public Information Sub-Comm. Monthly Allowance - (5/82)		100.00
7/27/82	Bank of America - Checkbook printing		15.48
8/6/82	Returned W.S.C. supplies money	41.45	
8/17/82	Dade County A.S.C. (No. Miami, Florida)	150.00	
8/17/82	Georgia R.S.C.	500.00	
8/17/82	Cindy Dieker - W.S.C. - 81-82 Minutes		300.00
8/18/82	No. Calif. R.S.C. c/o W.S.O.	500.00	
8/18/82	W.S.O. via: No. Calif. R.S.C.		500.00
8/18/82	No. Calif. (415) A.S.C. c/o (N.A. Book Publication)	400.00	
8/18/82	W.S.O. c/o N.A. Book Fund (via: No. Calif. (415) A.S.C.)		400.00
8/18/82	San Francisco (Sunday "Phoenix Grp.)	10.00	
8/18/82	San Francisco (Sunday) "Hope without Dope" group	15.00	
8/24/82	Orange County A.S.C. c/o (N.A. Book)	100.00	
8/25/82	W.S.O. c/o N.A. Book Fund (via: Orange County A.S.C.)		100.00
9/24/82	No. Calif. R.S.C.	500.00	
9/24/82	San Rafael (Friday) meeting	28.00	
9/24/82	San Francisco (Sunday) "Phoenix" Grp.	5.97	
9/24/82	W.S.C. - Lit. Sub-Committee Monthly Allowance (8/82 & 9/82)		300.00
		<u>4,456.61</u>	<u>2,434.13</u>

9/24/82 ENDING BALANCE.....\$2,022.48

Submitted by:
Kevin S. Fahy
Treasurer, W.S.C. (82-83)

Hi Everybody,

Thank you all for this opportunity to serve you.

Included in the Fellowship Report you will find a page with two forms. These forms are for you to fill out individually, or as part of a Committee effort, or a Regional effort. We don't care how the in-put is put together, we only hope that these forms will make it easier to communicate your concerns and suggestions. As Bob already mentioned, please mail these forms to Bob R. WSC (82-83) Admin. Committee Chairman.

I was very happy to receive the list of all participants from Cindy D., however I do not have the addresses of each Region. I need the Regional Representatives to send me their addresses and their Alternates address, as well as the Regional P. O. Box address or whatever that address might be. The list I have is already out-of-date.

If, after this Fellowship Report goes out, any member hears of a Region that did not receive one, please have that Region call me or have me contact them.

Please note the stationary used in Bob's message. Those are corrected addresses and I apologize for any inconvenience the first stationary might have caused any of you.

In Loving Service,
Nickie C. - Secretary

Region _____

WORLD SERVICE CONFERENCE INPUT FORM

Phone() _____

Name _____ Address _____ City _____ State _____

Date _____ Zip _____

Region _____

WORLD SERVICE CONFERENCE INPUT FORM

Phone() _____

Name _____ Address _____ City _____ State _____

Date _____ Zip _____

September 12, 1982

TO THE FELLOWSHIP:

We, the Board of Trustees, would like to take this opportunity to thank all of you for your energies, enthusiasm, and support in what has been accomplished thus far. The N.A. Fellowship, as a whole, has come a long way in a short period of time..... We must always remember to be mindful of the Traditions. Especially the 2nd Tradition: "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" and the 12th Tradition: "Anonymity is the spiritual foundation of all our Traditions, ever reminding us to place principles before personalities".

Financial responsibility to the World Service Conference, 1983, falls far short at this time of what is needed in order to make arrangements for a facility, rental of typewriters, copying machines, a P.A. system, etc. These items are a necessity to ensure a successful 1983 Conference. Remember it is you the Fellowship that bands together "the ties that bind us" and nothing can take place without reality of financial support. We urge you to look at this and assist wherever possible.

Sincerely yours,

BOARD OF TRUSTEES OF NARCOTICS ANONYMOUS

Frank S. [Signature]
Frank S. [Name]

Meeting opened at 10:00 a.m. Chairman Chuck S.

ROLL CALL: Present: Chuck S. - Calif.
Jim N. - Nebraska
Greg P. - Oregon
Mike B. - Virginia

Cindy D., Secretary pro-temp, read minutes of last month's meeting/
motion made to approve/seconded/carried unanimously.

OLD BUSINESS:

- #1) Chuck S. read letter from Bobby B., Philadelphia, Pa., dated 7/14/82 regarding "Fund Raising Monies" and Board of Trustees response letter dated 8/7/82. Discussion ensued.
- #2) Read letter from Beth N., Fort Laud, Florida, dated 6/25/82 regarding "Group's who refuse to participate in Area Service Meetings" and Board of Trustee's response letter dated 8/7/82 which quoted the 4th Tradition "Each Group should be autonomous, etc."
- #3) Read letter from Ellen K., Miami, Florida, dated 7/10/82 regarding a "Closed Meeting" and Board of Trustees response letter dated 8/7/82.

NEW BUSINESS:

- #1) RE: "The N.A. WAY" Magazine; Sub-committee of WSC-82; Lisbon, Ohio.

Chuck S. read letter from Jim M., Co-Chairman/Editor of N.A. WAY dated 7/26/82 and response letter from WSC-83 Administration Committee dated 8/31/82 directed to them as well as letter to Board of Trustees (same date). The issue is that the N.A. WAY is in violation of Traditions and should be under the umbrella of the World Service Office in order to be properly and legally protected as the World Service Conference is not structured in such a way as to be able to do this.

Chuck S. stated that, at this point, the NA WAY is a private enterprize. He personally feels that it is an excellent publication. And, it either should set itself up as its own corporation or follow proper channels through the WSO for publication.

Copies of minutes of WSC-82 given to Trustee members; discussion ensued.

Greg P. re-read Bob R.'s letter of 8/31/82 by WSC. Question raised: "Is it proper for the "NA WAY" to be under the umbrella of WSC?". Discussion ensued. It was pointed out the WSC "effects N.A. as a whole"; therefore, this issue is important.

Greg P. made a motion that the Board of Trustees respond to the letter from WSC-Admin. Committee stating; motion withdrawn.

(continued)

Chuck S. stated that we were not here to decide whether we agreed or disagreed, but to decide what Tradition was in violation: Tradition 6?

Greg P. made a motion that based on the 6th Tradition the World Service Conference cannot endorse, finance, or lend the N.A. name to any related facility or outside enterprise, lest problems of money, property or prestige divert us from our primary purpose. However, the Board of Trustees wishes to encourage the continuation of this particular enterprise as it is very beneficial to the Fellowship. Seconded by Jim N./discussion ensued/ voted upon and passed with one abstention.

#2) Greg P. brought-up that concerns have arisen between the difference of a Group and a Meeting. Chuck S. replied that they are all governed by the Traditions and read the definition of a Group from the Service Structure.

Greg P. requested that it be placed in the minutes: "Any Meeting of N.A. is bound by the principles which are the Steps and Traditions".

#3) Chuck S. stated that the Board of Trustees have dealt with personal problems thus far, but NOW things should be straightened out through the Groups, the A.S.C.'s, the R.S.C.'s, etc. However, if no solution can be brought about, it can then come to the Board of Trustees. After going through proper channels and procedures.

#4) Mike B. stated that he had some concerns on financial dealings. Discussion ensued.

Chairman, Chuck S., entertained motion to close meeting/seconded/passed.

Meeting was then opened up for questions from observers.

The next Board of Trustees meeting will be held:

Nov 13, 1982 - 8:00 PM 8114 FALLON AVE
LOUNTER, CA 94606

September 12, 1982

Jim E. Miller, Co-Chairman/Editor
"The NA WAY"
P.O. Box 110
Lisbon, Ohio 44432

Dear Jim,

The Board of Trustees have decided that the Sub-Committee of the new NA WAY Magazine that was approved at the 1982 World Service Conference is in violation of the 6th Tradition. And, therefore, has declared the "NA WAY as a Sub-Committee of the WSC" to be null and void.

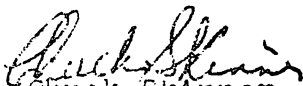
However, the Board of Trustees themselves fully supports this earnest and worthwhile cause and fully supports it as a whole. But under existing conditions the World Service Conference is not legally capable of endorsing a private enterprise.

We think that this is a wonderful endeavor for the Fellowship, and, hope that it will be supported. We are certain that you and your staff will, with little effort, figure out the legalities.

If there is anything I as Chairman of the Board of Trustees can do to help you, do not hesitate to contact us.

Sincerely yours,

BOARD OF TRUSTEES OF NARCOTICS ANONYMOUS


Chuck Skinner
Chairman

CS/dph

cc:
File -1

WSC - INSTITUTIONAL SUB-COMMITTEE

Hi Everybody!

The WSC (1983) Institution Sub-Committee would like to report that all is well!!

This Sub-Committee donated \$100.00 to the Mini-Literature Conference at Jim M's farm back in Leetonia, Ohio. We have an H & I Handbook, that everyone can pick-up and understand. There were 35 people, from God knows how many states at that mini-conference. The report I received was that they got started Friday nite, took it right through Sunday for a completion of the Handbook, two pamphlets (one for the woman, one for the man in prison). Wow, what a thrill after four years to finally see this come true.

We still, after expenses, have approximately \$500.00 in the bank.

But that won't last long, getting the Handbook printed and mailed will cost us most of that.

Love in Service,
Bob Bergh
Chairman - WSC Institutional Sub-Committee

P. S. Don't forget to SHAKE THOSE CANS!!

Dear Fellow Members,

It is real good to hear that you are forming literature committees in your Regions and areas. I'm sure that those of you who are active in this effort are aware of the importance of supplementary material to go along with our book. At the rate that we are growing we should not have to survive on our book alone. There are many aspects of recovery that are not covered in our book that we need in writing, to give to newcomers and addicts that we sponsor. If you are wondering what topic in particular that you should write on, just pick a topic that seems prevalent in your Region or Area that your members know about and feel comfortable writing about. In this way we will be letting the Spirit guide and direct us and we will also be writing on subjects which we are knowledgeable.

If you don't have a literature committee in your Area, form one. Encourage other members to attend. I would suggest a literature meeting on a weekly basis to last for an hour and a half. Open and hold the meeting like a regular meeting. Introduce a topic. Briefly discuss the topic for ten to fifteen minutes to get everyone's mind on the topic and how it relates to their personal experience in recovery. Be sure to let every member present introduce themselves and share for one to two minutes. Then with everyone's mind on the same track write your personal experience, strength and hope on that topic in "I" form. Be sure to type or print legibly. Then let everyone read what they wrote. What you would have just done is a written discussion meeting and what you would have produced are articles, the fundamentals of literature committee. Articles are what everything else comes from. As a matter of fact all that our book is, is about 10,000 articles put together in a logical order. **ALL MATERIAL SHOULD BE KEPT ON FILE AND COPIES SENT TO WSC-LC--YOU KEEP THE ORIGINALS!!!** It would help also if you sent a copy to your local newsletter or the newsletter nearest to you. They can always use good stuff. And if you have a newsletter in your Area they probably have some material that would be beneficial to you as a lit. committee and may also be willing to help write something.

Once you have several good articles on some aspect of NA recovery you can have a meeting or two and compile them in "We" form, in a good logical order and then you have a pamphlet. A pamphlet should generally cover one main topic and should be at least one and a half typed pages, single spaced, on a legal size page. The pamphlet is relatively simple and at this point it is what we need the most. After the pamphlet is the booklet, ie. the white booklet. It is a series of pamphlet put together in a logical order. Once your committee has written a few pamphlets, you may want to put together a booklet. And after the booklet comes the book, ie. our book. Our book is nothing more than an elaboration of the white booklet. So, as you can see, literature work is very simple and it is very rewarding. Remember to hold your lit. meetings on a regular basis. A successful lit. meeting is just like a successful discussion meeting only it is a written discussion.

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The reason pamphlets are essential and beneficial is that a pamphlet can be more specific and cover more aspects of a topic and cover it deeper, where as in a book or booklet it can get lost.

I would suggest that all lit. committees send me their addresses and the names of their trusted servants and that they send me copies of all material that is produced.

The WSC, from which we recieve our funds is in need of financial support. We have no money in our account and when I last talked to the WSC, they had \$82. Area and Regional fund-raisers for the WSC would help us alot as would outright donations. Our service structure needs money to operate and the more money we have enables us to serve you better.

Send all file related material to K. Bea Chadbourne, Box 8823, Minneapolis, Minnesota, 55406. She is our Secretary and she can also send you any information that you might need as far as old files.

My address is 260 Manning Rd. #29, Marietta Ga., 30064. Feel free to contact me for any thing that you might need.

Page C.

Contact people for newley formed Literature Committees

Northern Cal. Regional Lit. Committee
Michael L. Secretary
250 Taylor #42
San Francisco, Ca. 94102
415-441-4543

Southern Cal. Regional Lit. Committee
Gianni S.
1805 Pentuckett
San Diego, Ca. 92104
714-235-6346

New Jersey Literature Committee
Joe R.
930 Stayvesant Ave.
Irvington N. J. 07111

Marietta Area Lit. Committee
886 Atlanta Rd. - Bo S. - contact person
Marietta Ga. 30060
404-433-8430

Our Treasurer is Roy Drum,
273 Maplewood #105
Courtland Ohio, 44410
216-637-5342

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AD-HOC COMMITTEE for CONVENTION GUIDELINES

Bo S. has compiled So. California Activities Guidelines, So. California Convention Guidelines and minutes from the Georgia Regional Convention, as well as No. California Activities Guidelines, minutes of the WCNA-12 and the Florida RSC Activities and Convention Guidelines. This material will be used to construct Convention Guidelines for the Fellowship's approval.

AD-HOC COMMITTEE for Research of Service Structures of other 12 Step Programs and Organizations of a Spiritual nature.

Bo S. received and researched a copy of the AA Service Manual. Significant differences between their structure and ours are:

1. A paragraph defining the power of their General Service Conference to shut down, reorganize or demand resignations of their General Service Office Board members,
2. Their trustees act in association with their GSO
3. The GS Conference is the guardian of the Twelve Traditions.

The manual also includes a lot of what we would call editorializing relating to the history of their program, specific blocks of information relating to significant topics and a series of elaborate explanations as to where their policies come from. They detail the events which led up to the formation of specific procedures to keep difficulties from arising again. There is one major, categorical inclusion to the manual; the 12 Concepts. These balance majority rights against minorities, guard against various abuses which are likely to develop among recovering Alcohol addicts and secure various philosophical points as indispensable to the health and well being of their structure.

In Loving Service,

Bo S.
Ad-Hoc Committees

WORLD SERVICE OFFICE

NARCOTICS ANONYMOUS

P. O. BOX 622, SUN VALLEY, CALIFORNIA 91352

213/764-4880

January 22, 1983

TO: OPEN LETTER TO THE FELLOWSHIP
FROM: BOARD OF DIRECTORS/WORLD SERVICE OFFICE
RE: NARCOTICS ANONYMOUS TEXTBOOK (HANDBACK)

The World Service Office circulated throughout the fellowship a letter, with a order form attached, soliciting the sale of the Special Limited First Edition copy of the Narcotics Anonymous textbook. This letter was dated June 9, 1982 and stated that the sale of this book would be valid until August 10, 1982 and that the availability may not be until November of 1982.

The intent of this letter is to hopefully inform you, the members of Narcotics Anonymous, what the reasons for delay have been and continue to be.

As of the end of August 1982, eight stories still needed to be typed up for the package of the book material on it's way to the printer. By October 18, 1982, a contract was signed with the printing firm. In November 1982, during the proof reading of the galleys, it was noticed than an error was made with respect to Traditions Four and Nine. A special meeting was called of the Three World Service Arms of Narcotics Anonymous, and the error was corrected. This caused a week's delay. Now we're into December 1982 with the holidays of Christmas and New Year's approaching. My last contact with the printer (which was during the week prior to New Years) revealed that the printer had two more weeks of preparation to complete before turning his materials over to the Binder. Once the Bindery received exact details as to the cover material type, it would take three weeks for delivery of those materials as they are sent out here from back east. Once the Bindery receives the materials from back east, it will take three weeks to produce the finished product in its entirety.

Now--once other report was given at the last Board of Directors meeting in January 1983 stating that the book would be done in two weeks. As far as an actual due date? I can't be sure, hopefully by the end of February 1983, but maybe sooner.

The information in this letter is just as I have received it.

On behalf of the Board of Directors of the W.S.C
Sincerely,

Kevin Fahy

P.S. Please duplicate and distribute throughout your regions, areas and groups - as this is important fellowship data and information.



WORLD SERVICE CONFERENCE OF NARCOTICS ANONYMOUS

February 3, 1983

To: Worldwide Fellowship of Narcotics Anonymous

From: Bob Rehmar, WSC Chairman Administration Committee
Kevin Fahy, WSC Treasurer Administration Committee

Subject: Funds

It has been suggested through input that this year for the WSC Conference to be held May 4, 5, 6, 7, 8 & 9 1983 at the Retail Clerks Union Hall, 1410 Second Street, Santa Monica, CA 90401, that the minutes be produced and made available to the voting representatives and alternates of that conference on a daily basis to be taken back to their regions.

We agree as a committee that this suggestion be implemented. In order to do so, it will require additional funds. We urge you in all sincerity to please donate any and all available funds to:

WSC 82-83
c/o Kevin Fahy, Treasurer
1807 Speyer Lane
Redondo Beach, CA 90278

This needs to be done ASAP, as the months are closing in fast. To make this a very needed reality and to alleviate the past problems in the communication of these minutes and the accuracy of information, we are going to need to rent a photocopier, typewriters, dictaphones, etc. as well as buy a quantity of office supplies. We also need help in terms of people, members who have expertise in the areas of typing and dictation. This is your conference. We are here to serve you, but we need your help.

People with such skills as the above mentioned please contact:

Bob Rehmar, Chairman
WSC Administration Committee 82-83
9710 Cashio Street
Los Angeles, CA 90035
(213) 553-7499

Thank you for your continued response and cooperation in this matter.

In loving service,
Your trusted servants,

Bob Rehmar, Chairman
Kevin Fahy, Treasurer
WSC Administration Committee 82-83

WSC Administration Committee
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Philadelphia, PA 1912

Philadelphia Area Service
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Philadelphia, PA 19116

Delaware Tri-County
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Wilmington, DE 19199

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Melrose Park, PA 1912

Yorks County Area Service
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Ivyland, PA 18974

S. New Jersey Area
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Birmingham, AL 30021

NA/MID-AMERICA REGION
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Topeka, KA 66604

NA/CANADA REGION
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Calgary, Alberta
CANADA

NA/PACIFIC NORTHWEST
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GEORGIA REGION
P.O. Box 59207
Atlanta, GA 30355

INTRODUCTION

An N.A. H&I meeting is a special or introductory meeting held within a facility where a regular N.A. meeting cannot be held. N.A. meetings can be held in prisons, jails, treatment centers, rehabilitation programs, recovery houses, detoxification units, and mental hospitals. A variety of formats are used to carry the N.A. message effectively within each facility. Some institutions have rules and regulations conflicting with our Twelve Traditions. In these instances, we may effectively carry our message through H&I meetings.

H&I committees aid members or groups that wish to carry our message into institutions. Members involved in H&I work form an H&I committee. Sharing our collective experience helps us avoid problems and carry our message effectively.

N.A. groups and/or H&I committees initiate, sponsor, and conduct institutional meetings. N.A. area service H&I committees coordinate the group efforts. An N.A. Regional Service H&I committee is primarily responsible for maintaining a list of hospitals and institutions in the region. The WSC H&I sub-committee helps unify H&I functions through clarification of policy and by providing communication between committees.

When local members, groups, or H&I committees see a need for an H&I meeting, then the outlines and suggestions found in this handbook will provide the guidance needed to help carry the message.

**NEW MATERIAL
FOR
CONFERENCE APPROVAL ONLY**

TABLE OF CONTENTS

The purpose of the Narcotics Anonymous Hospital and Institution (H&I) Handbook is to provide the following information:

1. What is an H&I meeting?
2. Why an H&I meeting is needed?
3. Where an H&I meeting is held?
4. The purpose of an H&I committee, how it is formed, and how it works.
5. How H&I committees function within the N.A. service structure.
6. Successful formats available
7. How to start an H&I meeting
8. H&I funding
9. Personal Experiences

I. WHAT IS AN H&I MEETING?

An N.A. H&I meeting is a special or introductory meeting held within a facility to meet the needs of addicts within these institutions. H&I meetings are held when a regular N.A. meeting cannot be scheduled for whatever reason. Addicts within some facilities are often unable to attend our regular meetings. However, we encourage attendance at outside N.A. meetings.

H&I meetings are geared toward the special needs of persons living in a protected environment. The purpose of an H&I meeting is to make N.A. recovery available to the residents within these facilities. Our members who help carry the message serve to show the residents that ongoing recovery is also possible in the "real world".

The primary purpose of the group is then clear: we must take ourselves into the institution in order to effectively carry our message of recovery.

I. WHAT IS AN H&I MEETING?

An N.A. H&I meeting is a special or introductory meeting held within a facility to meet the needs of addicts within these institutions. H&I meetings are held when a regular N.A. meeting cannot be scheduled for whatever reason. Addicts within some facilities are often unable to attend our regular meetings. However, we encourage attendance at outside N.A. meetings.

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II. WHY AN H&I MEETING IS NEEDED

The Twelve Traditions of Narcotics Anonymous are the guidelines which keep our fellowship alive and free. The rules and regulations of various institutions may conflict with our traditions. In these instances, we may effectively carry our message through H&I meetings. Members may also take H&I meetings into institutions in towns or places where there is a limited number of recovering addicts to support regular meetings. This type of H&I meeting should continue until the time that a regular meeting can be started.

According to the Third Tradition, there is a single requirement for membership. This principle is compromised by various facilities. For example: correctional facilities often conduct personal searches, security checks, and limit the number, and/or sex of attendees; treatment centers frequently require persons attending the meetings to have a certain amount of clean time; many recovery houses require their residents to attend the N.A. meeting. Regulations such as these place requirements other than the desire to stop using upon the group members. Due to the fact that our Third Tradition cannot be upheld, an H&I meeting becomes necessary.

Because our Seventh Tradition clearly states that each group is self-supporting, any offers of free provisions (rent-free meeting place, coffee, etc.) are in direct violation of the Seventh Tradition. In such instances where the institution cannot accept our monies due to their own regulations, and yet wish to provide addicts in their facility with the N.A. message of recovery, an H&I

II. Page 2

meeting can be held. Our experience has shown that these are the most common tradition violations, however, other tradition violations may occur which also bring about the need for an H&I meeting. When questions concerning possible violations arise, we suggest utilizing the service structure to settle discrepancies.

III. WHERE AN H&I MEETING IS HELD

H&I meetings can be held in prisons or jails, in treatment centers, rehabilitation programs, in recovery houses, in detoxification units, and in mental hospitals.

An H&I meeting may be held in any of these places when a regular N.A. meeting cannot be held, or where an H&I meeting better meets the needs of these facilities. In cases not defined in these listed institutions, please contact your area, region, or WSC H&I Chairperson.

IV. The purpose of an H&I committee, how it is formed,
and how it works.

The purpose of H&I committees is to aid members or groups that wish to carry our message into institutions.

Sharing our collective experience helps us to avoid problems and carry our message more effectively. We have found that it is important to have the support and commitment from group members in our areas. Several members with the willingness and desire to serve by carrying the message into hospitals and institutions can meet together to form this committee.

It is suggested that the formation of this committee and the time and place for the initial meeting be made well in advance. At this meeting a chairman should be elected from nominations provided by the area service committee (if an ASC exists). Suggested clean time for the chairman is two years. Our experience suggests that the chairman conduct committee meetings according, or similar to, this format.

Format for the Chairman (H&I Committee)

1. Moment of silence for the still suffering addict
2. Serenity Prayer
3. Election of officers
(first meeting: chairman, vice-chairman)
4. Previous minutes
5. Old business
6. New business

IV. Page 2.

7. Collection and attendance sheet
8. Lord's Prayer

POINTS TO REMEMBER

I. Chairman

- A. Keep order in the meeting
- B. Keep discussion as short as possible
- C. Keep discussion on the topic
- D. Insure that the traditions are upheld (whenever possible)
- E. Maintain a link of communications between the H&I committee and the Area Service Committee.
- F. Assure accounting of funds and literature.

II. Vice-Chairman

- A. Take minutes during the meeting
- B. Help chairman keep proceedings orderly
- C. Act as chairman in case of chairman's absence

III. Committee Member

- A. Help chairman maintain order
- B. Strive to uphold the Twelve Traditions in H&I work

The following points are also helpful to the committee.

Meetings should run as smoothly as possible, so that the business at hand can be taken care of. The primary purpose of the H&I committee is to carry the message to addicts who can't attend regular N.A. meetings. We need to maintain unity within the committee, and keep things as simple as possible.

IV. Page 3.

H&I Committee and How It Works

Our experience has shown regularly scheduled committee meetings allow members involved in H&I work to coordinate their efforts. This committee can provide direction and assistance to new H&I meetings by furnishing starter kits, literature, lists of speakers (or panel members), and suggested formats.

VI. CHOOSING THE APPROPRIATE FORMAT

A variety of formats are used in order to carry the message effectively under differing circumstances found within each facility. Panel presentations offer several expressions of recovery experience on a particular topic. Speaker meetings can be moving and inspirational. Question and answer meetings address the specific needs of patients and inmates. Whatever style of meeting is preferred, a general format is helpful.

General Format for N.A. Institution Meeting

Read this before the meeting starts:

We ask you to try and have an open mind and listen to what is being presented here today. If you have any questions or comments please hold them until after the meeting and someone will be glad to help you in any way they can. We thank you for your cooperation.

Starting the meeting:

Hello everyone. I want to welcome you to the _____ institutional meeting of Narcotics Anonymous. My name is _____. Would you help me open the meeting with the Serenity Prayer?

Read from the N.A. White Book: (try to get residents involved by asking them to read)

1. Who is an addict?
2. What is the N.A. program?
3. Why are we here?
4. How it works
5. Read the Twelve Traditions
6. Pass out keys tags or chips when appropriate (i.e. long term institutions)

VI PAGE 2

Having chosen which style of meeting to use we suggest proceeding as follows for each:

Speaker Meeting

- A. Introduce the speaker.
- B. After the speaker is done, open the meeting for comments or questions if desired.
- C. Close the meeting with the LORD'S PRAYER

Discussion Meeting

- A. Introduce the topic
- B. Proceed with the discussion
- C. Close with the LORD'S PRAYER

Panel Presentation

- A. Explain how the panel works (each member is going to give their personal experience on a certain subject or topic)
- B. Introduce the panel members
- C. After the panel members are finished, open the meeting for comments, questions, or discussion if desired.
- D. Close with the LORD'S PRAYER

For panel presentation it is suggested that the panel consists of three or four members who each speak for approximately fifteen or twenty minutes.

For all H&I meetings, try to make sure that some members are available after the meeting to talk with the residents.

Chairman

Your efforts to enlist other members to participate in the meeting is part of your willingness to serve as chairman. Contacts

VI. Page 3

with the group secretary sponsoring the meeting can provide members who are willing to help. Good knowledge of other available members in the community is of further help. The chairman should insure that someone can stay after the meetings to answer questions, and that the residents are aware of this. Above all else, faith in one's Higher Power will provide the strength necessary to fulfill this task.

Suggested Topics For H&I Meetings

1. First Step (or any other)
2. HOW (honesty, openmindedness, willingness)
3. Personal stories (stressing important areas of addiction and recovery)
4. N.A. White Book (any chapter from the book)
5. Taking action
6. N.A. Pamphlets
7. Our Book (basic text of N.A.)
8. Rehab High (what to do after leaving the rehab feeling good)
9. H.A.L.T.S. (Hungry, Angry, Lonely, Tired, Serious)
10. Using the phone (before taking that first fix, pill, toke, drink)

These are just a few ideas to be discussed. Anything that you feel a need to share within your experience from a positive point of view would be fine.

Just keep in mind that

Our Gratitude Speaks
When We Care
And When We Share
With Others
The N.A. Way

VII HOW TO START AN H&I MEETING

Experience has shown that the initial contact should be made with the most receptive staff member within the facility, who can then direct the committee chairman to the appropriate person. Once personal contact is made, all necessary information about the Program can be provided.

In planning the meeting, our H&I committees should take into consideration the facility's restrictions and requirements. These will be provided by the facility representative upon request. The requirements will help determine what type of format will be used, the frequency of the meetings, and the time allotted by the facility. The meeting may now carry the N.A. message of recovery to the residents.

Members should be committed to serve, and have a strong N.A. oriented recovery. A minimum of six months total abstinence is suggested. All participants should be aware of their responsibilities to meet requirements of the facility and to maintain an atmosphere of N.A. recovery.

Literature may be supplied by the sponsoring group and/or H&I committee. The facility may also purchase N.A. literature for its' residents, through the service structure. When members attend and literature is made available the meeting will fulfill our primary purpose.

VIII H&I FUNDING

Support from N.A. groups sponsoring H&I meetings is vital. Cans or baskets may be set up at the local groups to collect money for H&I literature on a regular basis. Facilities may also purchase literature through our service structure. Area service H&I Committees should use funds for support of it's H&I meetings. Fund raising activities may also be used to provide support for the committee. Remembering that our primary purpose is to carry the message to the still suffering addict, H&I funds should never linger in any one place, but remain active by providing literature and aiding efforts throughout our H&I service structure.