

GREG P
Working

RECEIVED
2/25/85
from
past RSR

WORLD SERVICE CONFERENCE

84/85



Midtown table
To tab due to
non-compliance
w/ min review
period.

FELLOWSHIP REPORT

MATERIALS FOR CONFERENCE APPROVAL

FEBRUARY 1985

Note Officers &
Sub-Comm chair
should type in
Comm Name or office
by masthead of
stationary

WORLD SERVICE FELLOWSHIP REPORT

WSC 1984-85

FEBRUARY 1, 1985

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WORLD HEALTH REPORT

WORLD HEALTH REPORT

WORLD HEALTH REPORT

WORLD HEALTH REPORT

WORLD HEALTH REPORT

WORLD HEALTH REPORT

WORLD HEALTH REPORT

WORLD HEALTH REPORT

WORLD HEALTH REPORT

WSC, WSO, + WSB
Do these
"Administrative Tasks"
not the Fellowship

WORLD HEALTH REPORT

WORLD HEALTH REPORT

WORLD HEALTH REPORT

WORLD HEALTH REPORT

WORLD HEALTH REPORT

WORLD HEALTH REPORT

INTRODUCTION

is there more?

This Fellowship Report contains the principal work to be considered at the World Service Conference meeting in April 1985. It includes two complete proposed handbooks, several pamphlets a considerable number of separate motions and informative reports of work in progress. This represents thousands of hours of effort by trusted servants of the Fellowship in their collective efforts to provide the Fellowship with the tools and policies that will make the Fellowship more effective in carrying the message of recovery to the still suffering addict.

← The Fellowship has matured considerably during the past year in our ability to accomplish these administrative tasks and in the ability to produce quality tools for Fellowship consideration. The work presented here is, however, just the beginning. Next year, and probably each year after, the Committees of the Conference will produce more books, handbooks, pamphlets and motions for consideration and approval by the Fellowship. We are making up for years that these tools were talked about, but were not produced.

Copies of this have been mailed directly to all Conference participants and Regional Service Committees for their use and study. They may elect to make copies for their area committees and groups or copies can be obtained directly from the World Service Office. In order to expedite distribution of this Report, the Office will accept phone orders for this publication only, during the next sixty days. Invoices will be sent along with each phone order received.

Good
60 days
from when

In the lower right hand corner of each page is the number for each page of this Fellowship Report. Some of the items in this report are complete works (H & I Handbook, for example) and they have separate page numbers for that publication which are shown as the number centered at the end of the page. The index on the previous page reports the page numbers in the right hand corner.

doesn't the V-Chain automatically
take over when the chairperson resigns?
didn't we eliminate Administrative Committee?

Gives WSC chair more power

WORLD SERVICE CONFERENCE OF NARCOTICS ANONYMOUS

16155 Wyandotte Street
Van Nuys, CA 91406
(818) 785-7884



January 1985

To the Fellowship:

has it been
edited

The material included in this report is a compilation of the work that has been accomplished since the annual meeting of the Conference last Spring. You will find all of the work that has been proposed for adoption at WSC'85, along with information on the work in progress of the WSC standing subcommittees. Before the Conference, these items should be studied by all WSC participants to better prepare them for the annual meeting.

On January 5, 1985, a meeting was held by the WSC Administration Committee and the WSC subcommittee chairpersons at the WSO to exchange information regarding the performance of each committee, to discuss ideas about the upcoming Conference and present the reports contained in this packet. It was at this meeting, that several issues were presented for consideration pertaining to the operation of the committees. The following motions were adopted as a result of those deliberations, by unanimous consent, to be presented to the Conference for approval.

1. Amend the Temporary Working Guide by adding on page 38 a paragraph 10, of the section entitled THE SUBCOMMITTEES OF THE WORLD SERVICE CONFERENCE ARE GUIDED BY THE FOLLOWING: "In the event of the resignation of the WSC Subcommittee Chairperson, the WSC Administration Committee shall make the decision regarding the most appropriate person to serve as Chairperson Pro-tem until the next WSC, drawing on the experience, knowledge, and level of ability of said committees' members. In the event of resignation of a WSC Subcommittee Vice-Chairperson, the committee members shall elect an individual to serve out the remaining term as Vice-Chairperson pro-tem and actively serve in that position until the next WSC."

MOTION - NO
SOUTHSIDE NO.

Marietta - NO

Concept of proposed motion: This motion has been an accepted practice of the Committees when faced with the resignation of a

Bill shit!



NATIONAL SERVICE CONFERENCE
1515 Westmore Street
San Jose, CA 95128
(415) 255-1284

OK But - WSC Administration Comm.
what does this consist of - used
to be current officers + last
years officers.

Midtown Amend - Finance Comm

w/o Amend - yes

~~marvettu - no~~

duly elected trusted servant of the Conference. However, it would give clear direction to those involved of the procedure to be followed when faced with the resignation of a Conference trusted servant. (the Conference as a whole is the only body which can elect trusted servants on a permanent basis, these are temporary assignments).

2. Amend the Temporary Working Guide page 38, by adding paragraph #11, of the section entitled "THE SUBCOMMITTEES OF THE WORLD SERVICE CONFERENCE ARE GUIDED BY THE FOLLOWING: (A) That the Administrative Committee, all subcommittees of the WSC, and the WSB, submit annual budgets for approval by the Conference. The budget should include line-item projected expenses. (B) The subcommittee chairpersons shall be allowed the flexibility to re-adjust line item allocations within their budget throughout the year according to actual expenses, upon written consent of the majority of the WSC Administration Committee. (C) The overall WSC budget shall include a reserve fund which may be allocated by the WSC Administration Committee to any of the committees or boards, when unforeseen expenses cause that committee or board to exceed its projected budget."

ok

Concept of proposed motion: This allows for the reallocation of funds on an as-needed basis as they arise during the year when the Conference is not in session. For instance, when a committee's expenditures are below its approved budget in one line item (travel) and the committee needs some of those funds in another line item (postage/supplies), they can draw on the excess funds, remain within the total budget, and continue the necessary work of the committee. The second part of the motion would allow, if available, the committees access to a reserve fund when and if the need arises.

In a separate report to be sent to WSC voting participants, the actual agenda, registration forms and other pertinent information will be presented. This will include a detailed list of all World Service trusted servant positions to be filled at the Conference and qualifications for nomination along with guidelines and suggestions for RSR's to aid them in their preparation. Because of the vast amount of information forthcoming, it may be spaced out over a period of time, to allow for better comprehension in easily digestible pieces. Additional copies of this report are available through the WSO at a nominal fee to those regions or areas desiring additional copies.

As we approach the upcoming Conference, one thing has clearly stood out among the many issues we have encountered this past year working together. The principle of unanimous consent guided many of the committees with whom I had the privilege of working. They took the time to find out why there was dissent among the

participating members, often incorporating language in the final drafts, so everyone could agree with the adopted language. A sense of unity prevailed and the experience touched us all.

The consideration of both sides of the issues presented in this Fellowship Report is very necessary for a clear understanding of them. Our future success depends on it.

Yours in loving service,
I remain,

George Hollahan
WSC Chairman '84-85

1. In favor of This, if trustees also are given the right to return any motion to the fellowship for reconsideration.

1. Midtown Yes

Motion: WSB be empowered to return ~~a~~ to the fellowship
for reconsideration (one time) any item voted on at W.S.C.

4. don't believe in eliminating a good idea before its tried - due to failure of one elected chair

6. what about literature comm.

The following is input received by the WSC Administrative Committee, through RSR's from around the Fellowship. They are included here for informational purposes and channelled to the appropriate WSC Subcommittees for consideration. When the committees report to the Conference, they will discuss the results of their deliberations, at which time they may choose to introduce any of the following motions. The RSR from the region submitting the input may introduce the motion if the committee does not. So the input should be considered as possible motions at the upcoming Conference and therefore be included in your discussions along with the rest of this report.

different name Administration or Administrative

contradict reminder on page 23

1. That only RSR's be voting participants at the World Service Conference. *marietta - yes*

ok if

2. That bulk purchases of literature by N.A. Service Offices be given discounts so that they may be partially self-supported through literature sales. *marietta - no*

ok - need definition of who?

3. That guidelines be developed for opening and operating a service office. This could be done by either a elect committee or the policy committee. *marietta - yes*

? ok guidelines

4. That the WSC International Affairs Subcommittee be eliminated, with its duties being continued by our World Service Office. *marietta - no*

NO

5. That a poll be taken of all voting participants of of WSC-85 which will obtain the following information: Does the servant have the suggested length of recovery time for their service position? If not; how long had each person been clean when they initially became trusted servants at the world service level? How many years experience at the group, area, and regional level did each WSC voting participant have prior to entering world service? The results of this poll can be used to take inventory as a Fellowship of whether or not we are meeting our own suggested guidelines. *marietta - no*

6. That the primary responsibility for producing and developing literature be placed with the World Service Office under the guidance of the World Service Board of Trustees; that the Office be

marietta - no

instructed to utilize professional writing expertise;
and that the responsibility for approval of literature
remain with the group conscience of Narcotics
Anonymous as expressed through its World Service
Conference.

7. That the form entitled "The Group Treasury Report
(see attached) be included in I.P.#18 The Starter Kit
or at least be approved for sale to the Fellowship.

OK
modified

used to be included — needs
minor modification — does
this contradict finances
guidelines?

Midtown
yes modified
Marietta — yes

THE GROUP TREASURY REPORT

MONTHLY MEETING RECORD FOR: _____

BALANCE FROM LAST MONTH \$ _____

Secretary _____

Representative _____

Phone Number _____

Phone Number _____

WEEKLY REPORTS

Date _____

Newcomers _____

Leader *Chair person?* _____

Attendance (Total) _____

Old Balance \$ _____
Income _____
Sub Total _____
Expenses _____
New Balance _____

Financial Credits

Collection \$ _____
Other Income _____
Total Income _____
Debts
Rent _____
Refreshments _____
Total Expenses _____

Date _____

Newcomers _____

Leader _____

Attendance (Total) _____

Old Balance \$ _____
Income _____
Sub Total _____
Expenses _____
New Balance _____

Financial Credits

Collection \$ _____
Other Income _____
Total Income _____
Debts
Rent _____
Refreshments _____
Total Expenses _____

Date _____

Newcomers _____

Leader _____

Attendance (Total) _____

Old Balance \$ _____
Income _____
Sub Total _____
Expenses _____
New Balance _____

Financial Credits

Collection \$ _____
Other Income _____
Total Income _____
Debts
Rent _____
Refreshments _____
Total Expenses _____

WEEKLY REPORTS

Date _____
Leader _____

Newcomers _____
Attendance (Total) _____

Old Balance	\$ _____	Financial Credits	Collection	\$ _____
Income	_____		Other Income	_____
Sub Total	_____		Total Income	_____
Expenses	_____	Debts	Rent	_____
New Balance	_____		Refreshments	_____
			Total Expenses	_____

Date _____
Leader _____

Newcomers _____
Attendance (Total) _____

Old Balance	\$ _____	Financial Credits	Collection	\$ _____
Income	_____		Other Income	_____
Sub Total	_____		Total Income	_____
Expenses	_____	Debts	Rent	_____
New Balance	_____		Refreshments	_____
			Total Expenses	_____

MONTHLY REPORT

This report should be turned in at the monthly ~~G.S.O.~~ ^{ASC} Business Meeting by the group representative.

Date of meeting _____
Total Attendance _____
Newcomers _____

Monthly Finances

Final Weekly Balance	_____
Donation to W.S.O.	_____
Donation to G.S.O. ^{ASC}	_____
Literature Expense	_____
Balance Forward	_____

Total Income
" Rent
" Refreshments
" AT 1

WORLD SERVICE CONFERENCE OF NARCOTICS ANONYMOUS

16155 Wyandotte Street
Van Nuys, CA 91406



*Leah is
better with
terminology*

Report to the Fellowship:
From WSC-VC '84-85

Dear Members of the Fellowship,

We are quickly approaching our World Service Conference and we have a lot of work yet to do. Our subcommittees, as a whole, completed a large amount of material to be sent out for your review.

The International Affairs Committee Chairperson has resigned and I have been appointed to act as chairperson pro-tem until April. We had an ad-hoc committee meeting in New York City on December 8, 1984, to establish a direction. As it stands, we've pulled together to proceed with our recommendations from WSC '84, to set up lines of communication with those fellowships outside the Continental U.S. and encourage participation at WSC '85.

The WSC Policy Committee is sending out some questions about defining a group conscience and defining a trusted servant. This committee needs to generate input from the Fellowship so I encourage you to complete the questionnaire. Our World Literature Committee is putting out review material and some motions to be brought to the floor of the Conference.

The WSC H&I committee is distributing a revised handbook and a new pamphlet entitled "Hospitals, Institutions and You" for consideration for approval.

The World Public Information Committee has been very active this year and is working on development of public service announcements for radio and T.V. The P.I. census information will be available at the conference and the committee began a hotline/helpline draft but the WSC P.I. Committee needs input. Any input for this handbook may be sent to the WSC P.I. Committee, at the WSO. The WSC Finance committee has proposed a Treasurers Handbook for your consideration and possible approval. They're having a meeting in Georgia on February 17 and 18, 1985, and then again in Allentown, PA, on March 1 and 2, 1985. The World Convention Committee has developed a handbook about conventions which is enclosed for Fellowship consideration. There are several different plans for the disbursement of surplus funds, site selection and bidding procedures. If there are any questions contact the committee through WSO.

The WSC Administrative Committee and WSC subcommittees have generated numerous proposals for the coming year. My concern is that, as a group conscience of the Fellowship, we don't make any impulsive decisions, that we review the material with an open mind and carefully consider the recommendations.

Standing Committees" }

Another issue of some concern is the commitment of active participants of WSC, particularly the RSRs' participation in the standing subcommittees of the World Service Conference. We have an awesome amount of work to do to see that future generations of addicts walking through these doors will find the recovery we have found in this program. The reality that no addict need ever die seeking recovery must be brought out more, with money, property and prestige put far back in the picture. The work we have begun is far from completed so we need the active participation from the RSR's and their alternates.

I'm asking the upcoming conference participants to please consider which subcommittee they would like to get involved in and to remember that this is a yearly commitment. You will be receiving a form before the conference in which to reply to the administrative committee concerning which subcommittee you would prefer to serve on. Please list your priorities and respond to the WSC Administrative Committee in care of WSO.

This year has been a learning experience for me that I can never fully express. I've gotten a very different view and concept of Narcotics Anonymous as a whole. For me, the whole philosophy of N.A. will be kept alive through the dedication I have had the privilege to observe and be a part of. The gratitude I have in my heart will be with me forever, one day at a time. I would like to express my thanks and love to you, my Fellowship, for allowing me to serve you.

In loving service,

Leah Goodrich

Leah Goodrich, Vice Chair
WSC 84-85

*Maricthy - no standing
committees
correction*

WORLD SERVICE CONFERENCE
OF
NARCOTICS ANONYMOUS

TREASURER'S REPORT

APRIL 30th to DECEMBER 31st, 1984.

REVENUE:

Interest - Checking Account \$ 118.83

Interest - Daily Income Account \$ 386.41

Donations:

ALABAMA:

Northwest Florida Region \$ 800.00

Central Alabama Area \$ 50.00

ALASKA:

Alaska Area \$ 85.00

ARIZONA:

Arizona Regional S.C. \$ 150.00

CALIFORNIA:

Northern Regional S.C. \$ 3,519.35

Northern East Bay Area S.C. \$ 1,629.00

Southern Regional S.C. \$ 1,575.00

Central Sierra \$ 10.62

Monterey/Salinas \$ 86.47

Sacramento \$ 10.00

San Francisco Area S.C. \$ 280.50

Sonoma Area S.C. \$ 324.67

Stockton Area S.C. \$ 25.00

Tri Nite Thousand Oaks \$ 50.00

208 Dolores St. Group \$ 10.00

CONNECTICUT:

New Generation \$ 31.00

FLORIDA:

Florida Area \$ 788.26

Regional S.C. \$ 956.22

Bay Area \$ 131.55

Bridge Group \$ 44.50

Gables Connection \$ 24.00

Gainesville Clean Group \$ 20.00

Gold Coast Area \$ 20.00

New Horizon Group \$ 20.00

Orlando Area S.C. \$ 108.15

Palm Coast Area	\$	71.00
Rapped Tight	\$	10.00
Serenity Group	\$	39.00
Strength & Serenity	\$	11.00
Uptown Friday Nite Group	\$	25.00
GEORGIA:		
Georgia Regional S.C.	\$	732.87
ILLINOIS:		
Mid Coast Region	\$	445.25
INDIANA:		
M.C.R.S.C.	\$	131.20
IOWA:		
Okaloosa Group	\$	2.57
LOUISIANA:		
Northshore Area S.C.	\$	50.00
Northshore H. & I.	\$	30.00
Louisiana Regional S.C.	\$	70.63
MARYLAND:		
Baltimore Area S.C.	\$	500.00
Central Maryland Area S.C.	\$	100.00
Chesapeake/Potomac R.S.C.	\$	800.00
MEMBERS:	\$	564.44
MICHIGAN:		
Central Great Lake Regional S.C.	\$	60.00
MISSOURI:		
C.A.G. Group	\$	45.00
Mid-America Convention	\$	300.00
Show Me Region	\$	500.00
High on Life Picnic	\$	1,250.00
NEVADA:		
Northern Area S.C.	\$	1,650.00
Western States Unity Convention	\$	957.70
NEW JERSEY:		
Mid-Atlantic Regional S.C.	\$	335.00
NA All Seasons Marina	\$	21.46
NEW MEXICO:		
Regional S.C.	\$	651.30
Friday Night in Santa Fe Group	\$	50.00
Natural High Group	\$	33.14
NEW YORK:		
Real People Group	\$	23.00

Regional S.C.	\$	700.00
Nassau & Sufflock Area H. & I.	\$	520.00
N.Y. Metro North Area S.C.	\$	45.00
208 Gay Group	\$	50.00
NORTH CAROLINA:		
Asheville Area S.C.	\$	41.75
Regional S.C.	\$	300.20
Steepin Out Group	\$	12.00
OKLAHOMA:		
Peace of Mind Group	\$	100.00
Original Group	\$	50.50
Oklahoma Campout Committee	\$	250.00
OHIO:		
M.V.A.S.C.N.A.	\$	25.00
PACIFIC NORTHWEST REGION:		
Eugene Area S.C.	\$	50.00
Everett Area S.C.	\$	63.47
Regional S.C.	\$	265.00
North Puget Sound	\$	100.00
Pacific Northwest Convention	\$	155.00
PENNSYLVANIA:		
Greater Philadelphia R.S.C.	\$	800.00
Tri State Regional S.C.	\$	300.00
Sunday Night Step Group	\$	50.00
SOUTH CAROLINA:		
Free Life Group	\$	25.00
TEXAS:		
Best Little Region in Texas	\$	61.00
El Paso Area S.C.	\$	90.00
Lone Star Regional S.C.	\$	100.00
Step Group, Fort Worth	\$	23.00
Texas N.A. Unity Conference	\$	199.00
TENNESSEE:		
N.A. Area	\$	100.00
WEST VIRGINIA:		
Tygart Valley Area S.C.	\$	21.60
WISCONSIN:		
New Beginnings	\$	20.00
W.S.C. 1982-83	\$	7,218.84
W.S.C. Photocopying	\$	43.55
WORLD CONVENTION #13	\$	140.00

Want more
detailed Expense Report
Suggest:
Telephone
Travel
Copying + postage
Other

AREN'T OUR COMMUNICATIONS
EXPENSES LOW?

WHAT ARE WSC "EXPENSES"
of \$4883 (30%)

TOTAL REVENUE from April 30th to December 31st.....\$32,634.00

EXPENSES:

Administration Committee:

Travel

Telephone, Copying etc.

Convention Committee:

Telephone, Copying etc.

Travel

Finance Committee:

Telephone, Copying etc.

Hospital & Institutions:

Telephone, Copying etc.

Travel

International Affairs:

Telephone, Copying etc.

Literature Committee:

Telephone, Copying etc.

Travel

Policy Committee:

Telephone, Copying etc.

Public Information Committee:

Telephone, Copying etc.

Travel

W.S.B. of Trustees:

Telephone, Copying etc.

Travel

W.S.C. 83-84:

Expenses

W.S.C. 84-85:

Telephone

Travel

1460

435

404

500

804

3292

5835

16,393

35.6%

\$ 379.00

\$ 400.00

\$ 585.91

\$ 435.00

\$ 125.00

\$ 400.00

\$ 404.00

\$ 500.00

\$ 1,402.00

\$ 500.00

\$ 334.00

\$ 1,080.00

\$ 804.00

\$ 500.00

\$ 3,297.00

\$ 4,883.87

\$ 368.10

TOTAL EXPENSES from April 30th to December 31st.....\$16,393.88

TOTAL REVENUE.....\$32,634.00

TOTAL EXPENSES.....\$16,393.88

BALANCE AS OF DECEMBER 31st. 1984.....\$16,240.12

WHAT ARE THEY

20%

(30%)

5252

32% 5252

5251.97

WORLD SERVICE CONFERENCE
OF
NARCOTICS ANONYMOUS
TREASURER'S REPORT
DECEMBER 31st, 1984

why
2
Reports

REVENUE:

Interest - Checking Account	\$ 106.61
Interest - Daily Income Account	\$ 233.77
Donations:	
ALABAMA:	
Northwest Florida Region	\$ 650.00
ALASKA:	
Alaska Area	\$ 85.00
CALIFORNIA:	
Northern Regional S.C.	\$ 2,294.35
Northern East Bay Area S.C.	\$ 1,204.00
Southern Regional S.C.	\$ 575.00
Central Sierra	\$ 10.62
Monterey/Salinas	\$ 86.47
Sacramento	\$ 10.00
San Francisco Area S.C.	\$ 280.50
Sonoma Area S.C.	\$ 324.67
Stockton Area S.C.	\$ 25.00
Tri Nite Thousand Oaks	\$ 50.00
FLORIDA:	
Regional S.C.	\$ 795.00
Gainesville Clean Group	\$ 20.00
Gold Coast Area	\$ 20.00
Palm Coast Area	\$ 71.00
Uptown Friday Nite Group	\$ 25.00
GEORGIA:	
Georgia Regional S.C.	\$ 232.87
ILLINOIS:	
Mid Coast Region	\$ 445.25
INDIANA:	
M.C.R.S.C.	\$ 131.20

IOWA:	
Okaloosa Group	\$ 2.57
MARYLAND:	
Baltimore Area S.C.	\$ 500.00
Central Maryland Area S.C.	\$ 100.00
Chesapeake/Potomac R.S.C.	\$ 800.00
MEMBERS:	\$ 27.00
MISSOURI:	
C.A.G. Group	\$ 45.00
Show Me Region	\$ 500.00
High on Life Picnic	\$ 750.00
NEVADA:	
Northern Area S.C.	\$ 50.00
Western States Unity Convention	\$ 957.70
NEW JERSEY:	
NA All Seasons Marina	\$ 21.46
NEW MEXICO:	
Regional S.C.	\$ 500.80
Friday Night in Sante Fe Group	\$ 50.00
Natural High Group	\$ 33.14
NEW YORK:	
Regional S.C.	\$ 300.00
Nassau & Sufflock Area H. & I.	\$ 380.00
208 Gay Group	\$ 40.00
NORTH CAROLINA:	
Regional S.C.	\$ 222.20
Steppin Out Group	\$ 12.00
OKLAHOMA:	
Peace of Mind Group	\$ 60.00
Original Group	\$ 15.00
OHIO:	
M.V.A.S.C.N.A.	\$ 25.00
PACIFIC NORTHWEST REGION:	
Regional S.C.	\$ 100.00
North Puget Sound	\$ 100.00
Pacific Northwest Convention	\$ 155.00
PENNSYLVANIA:	
Greater Philadelphia R.S.C.	\$ 500.00
Tri State Regional S.C.	\$ 300.00
Sunday Night Step Group	\$ 50.00

Total
April - Dec

Income
32,634

Expense
16,393

Sept - Dec

14,606 (45%)

11,196 (68%)

April - August

18,028

5,197

TEXAS:

Best Little Region in Texas	\$	31.00
Step Group, Fort Worth	\$	23.00
Texas N.A. Unity Conference	\$	199.00

TENNESSEE:

N.A. Area	\$	100.00
-----------	----	--------

TOTAL REVENUE..... \$14,626.18

LESS: Cheque returned from Gensis Group, Connecticut.\$ 20.00

TOTAL REVENUE from September 17th to December 31st...\$14,606.18

EXPENSES:

Administration Committee:		
Travel	\$	379.00
Convention Committee:		
Telephone, Copying etc.	\$	585.91
Travel	\$	435.00
Hospital & Institutions:		
Travel	\$	404.00
Literature Committee:		
Telephone, Copying etc.	\$	314.00
Public Information Committee:		
Travel	\$	514.00
W.S.B. of Trustees:		
Travel	\$	3,293.00
W.S.C. 83-84:		
Expenses	\$	4,883.67
W.S.C. 84-85:		
Telephone	\$	368.10

TOTAL EXPENSES from September 17th to December 31st....\$11,196.88

73% $\left\{ \begin{array}{l} 29.4\% \\ 43.6\% \end{array} \right.$

BALANCE AS OF September 17th, 1984.....\$12,830.82
PLUS REVENUE from September 17th to December 31st.....\$14,606.18
SUB-TOTAL.....\$27,437.00
MINUS EXPENSES from September 17th to December 31st...\$11,196.88
BALANCE AS OF DECEMBER 31st, 1984.....\$16,240.12

NOTE: \$14,591.72 of the above account is in the Northwest Daily
Interest Account and \$1,648.40 is in the checking account.

FINANCIAL
STATEMENT
FROM
WSO?

Upon Completion we still
need to decide if this will
be published as a separate
item or incorporated into
our Basic Text →

WORLD SERVICE CONFERENCE OF NARCOTICS ANONYMOUS

16155 Wyandotte Street

Van Nuys, CA 91406

WORLD LITERATURE COMMITTEE



Fellowship Report January, 1985

The most important priority of the World Literature Committee this year has been the compilation of the step/tradition book entitled IT WORKS: How and Why. The Committee has held two different workshops for this purpose over the past year.

The first draft of this book was completed shortly before WSC '83. At a June '84 workshop, held in Knoxville, Tennessee, the Committee completed the second draft of the manuscript. The draft was then evaluated by the members of the World Literature Committee and Literature Review Committee throughout the months of July, August, September, and October. Comments, suggestions, changes and other input from the Committee members were compiled and worked at the Literature Conference held in San Diego, California, in November. At this conference, the third draft of the material was completed.

The third draft was sent to the Literature Committee members for a final evaluation before being sent out to the general Fellowship for review. This measure was in keeping with our goal to send out only the very best quality of literature. The World Literature Committee looked over the manuscript one more time and recommended that it be sent out to the general Fellowship at this time for review and input.

We want to emphasize to the Fellowship that we do not view the manuscript It Works as a completed project. We are distributing it to the Fellowship for the purpose of encouraging review and additional input. This work-in-progress will be available for review for a period of nine months, during which time we strongly suggest that N.A. members read it carefully and send input to the Literature Committee as to how it can be improved.

It is also the consensus of the Committee that a professional writer should be employed at this stage of the process. This writer will use the existing manuscript, together with additional input from the Fellowship, to prepare the approval form. The final form will be evaluated at the annual meeting of the Literature Committee in November, 1985, before it is sent out to the Fellowship for approval. We are committed to providing the Fellowship with top-quality literature and, as trusted servants, we believe this is the best way to accomplish the task set before us. Again, we reiterate, this manuscript is a work-in-progress. Please do not prepare to vote on it at this time, instead send us your comments on how to make it better.

We intend to actively solicit input, especially from some of N.A.'s long-term members who have valuable experience in applying the principles of the steps and traditions. Because it is often difficult for members to send written input, we plan to utilize other means, such as taped interviews as well as all written input. In this past year, we have actively sought out and utilized the guidance of long-term N.A. members through the World Service Board of Trustees and Literature Review Committee.

MUT
GP

There are two other new pieces of literature available for review and input by the Fellowship. They are: Welcome to N.A., and The Loner: Staying Clean in Isolation. These two new pamphlets are enclosed for your use. Please look them over in the next few months, and send in your input to the World Literature Committee. We are particularly interested in comments regarding how to improve these new pieces: Specifically, what needs to be added, deleted, changed, expanded or clarified. The World Literature Committee will collect the input and implement it at the regular November meeting in the fall of 1985.

We want to thank the Fellowship for the time and effort you put into reviewing the previous three pieces of review-form literature. We received a substantial amount of input on Self Acceptance, Handbook for N.A. Newsletters, and Revised-Physician's Viewpoint on the N.A. Program. This input was utilized in the compilation of the approval forms of these three pieces of literature. The approval forms have been prepared and are available from the World Service Office. Please read them over the next year, as they will be brought to the floor of WSC-86. An addendum order form is enclosed for use in ordering approval-form and review-form literature.

There have been quite a few new literature committees formed in the past six months. Approximately 60 percent of all the regions now have regional literature subcommittees, and many have active area literature subcommittees as well. Most of these committees work primarily in the areas of stockpiling and distributing N.A.-approved literature, compiling local meeting directories and producing local newsletters. Most of them also conduct open meetings for N.A. members to review and contribute input on the approval-form and review-form literature. They receive regular reports from the World Literature Committee, and pass along this information to the members in their respective areas and regions. They also keep the World Literature Committee informed of their activities, and this helps to coordinate communication and promote unity.

The World Literature Committee is continuing its efforts in maintaining and expanding its resource files. Most of the material in these files is extracted from various newsletters

which are sent to the World Literature Committee. The resource files contain materials on many different topics pertinent to recovery, such as abstinence, addiction, acceptance, anonymity, change, denial, easy does it, fellowship, groups, growth, honesty, etc. These source materials are used in developing new pieces of literature. In addition, a file is maintained for each newsletter. Depending on the issues received, we maintain complete sets of all N.A. newsletters. Very soon, we will begin microfiching these files for archival purposes.

We are sorry to report that our Vice-Chair, Bud K., has resigned. His resignation was necessitated by personal matters, and we wish him the best of luck in attending to his priorities. A Vice-Chair Pro-Tem has been elected to serve the Committee until WSC-85. She is Susie S., from the Pacific Northwest Region. Welcome aboard!

We have received some comments from members regarding the Basic Text. A certain amount of controversy is apparent; some members complain that the book is poorly written, hard to read and amateurish, while others state that the book was divinely inspired and is perfectly adequate. The World Literature Committee has no opinion on any of these comments. We do, however, offer a simple answer. We have begun a process wherein all literature produced by the World Literature Committee will be professionally edited prior to typesetting. This will ensure consistent and correct use of grammatical structures such as punctuation, spelling, capitalization, gender and number usage, etc. This process will begin with the Basic Text. This process will not, however, include rewriting the text. Major content changes such as revising, inserting or deleting concepts or ideas is a more complicated process. The Procedural Guidelines for the Creation and Development of New Literature, which were approved at WSC-84, allow for the revision of approved literature at least every five years. Any comments or suggestions for the revision of the Basic Text should be directed, in writing, to the World Literature Committee. These comments will be collected and utilized in a future workshop for this purpose.

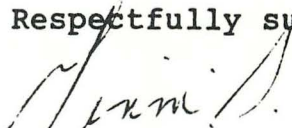
Some of the projects we are considering for the upcoming year include the revision of several previously-approved pamphlets: Am I An Addict?; The Group; A Guide to the Fourth Step Inventory; The Use of Medication in Recovery; Recovery and Relapse; and The Literature Committee Handbook. In addition, several new pieces have been proposed, including a daily meditation guide entitled Just For Today; two booklets tentatively entitled A Resource Guide for the Trusted Servant, and The First Three Steps, as well as a pamphlet entitled To The Medical Profession. The World Literature Committee receives many different suggestions and proposals from various members and committees in the Fellowship.

Other projects suggested include special interest pamphlets directed to female addicts, gay addicts, addicts in the helping professions, parents of addicts and addicts in the armed services. Each of these proposals, as well as all others received, has been considered by the World Literature Committee. However, we must limit ourselves to a manageable number of projects that we honestly feel can be completed in the next year. For this reason, a list of ten has been compiled, and will be submitted to the World Service Conference for approval at the annual meeting in April, 1985. We feel that submitting a list of priorities to the Conference will ensure that our work is directed in accordance with the conscience of the Fellowship. We will also continue to evaluate and accept input for the other nonpriority items which will be utilized at a later date.

This report has summarized the work done by the Literature Committee this year. Following this section is a list of the motions which will be introduced by the World Literature Committee at the World Service Conference. Please discuss them in your areas and regions, and bring your group conscience to the Conference.

We would like to thank the Fellowship of N.A. for your ongoing support and encouragement. The World Literature Committee has always been a focal point for the interest and attention of N.A. members, and we receive a great deal of comments, both critical and congratulatory. We try to take all of these comments in stride, keeping you informed of our activities, soliciting your input, and doing our very best to respond to the wishes of the Fellowship. We wish you all another year of continued recovery through the Program of Narcotics Anonymous.

Respectfully submitted,


Ginhi S., Chair
WSC Literature Committee

Enclosures:

- 1) Addendum order Form
- 2) Welcome to N.A.
- 3) The Loner

*Marrietta
Comment -*

*doing things w/o
following guidance*

*mm.
Feelings
Admin - control
going to do things
already done*

WSC-85 MOTIONS

The following motions will be introduced at WSC-85 by the World Literature Committee.

1. That the revised pamphlet Another Look be approved.

☒ Yes ☐ No

*Midtown - 1005
marie - 405*

The revised pamphlet was submitted to the World Service Conference in 1984, and distributed to the general Fellowship for review throughout the year.

2. That the pamphlet For Those We Love and Others be withdrawn from the category of Conference-approved literature.

☐ Yes ☒ No

*Midtown - 100
marie - 40*

The Literature Committee submitted to the Board of Trustees, the question of whether or not this pamphlet is appropriate recovery material. The WSB determined that it is not, and recommended its withdrawal.

3. That the pamphlet The Use of Medication in Recovery be withdrawn from the category of Conference-approved literature.

☒ Yes ☐ No

*Midtown - 100
marie - 40*

This was the intent of the motion introduced at WSC-84, however, the actual wording of the motion did not accomplish this end. The action of the Conference last year withdrew the pamphlet from distribution, but not from the category of approved literature. The motion was made last year, based on the recommendation of the WSB who indicated the pamphlet was vaguely written and in need of revision. Withdrawing this pamphlet from the category of approved literature would, in effect, make it inappropriate for members or committees to duplicate and distribute it at N.A. meetings.

4. That the pamphlet A Guide to the Fourth Step Inventory be distributed by the World Service Office, after deleting the words "asshole, bitch, whore, bastard" from paragraph III, p.4, and "homosexuality, animal sex, abortion" from paragraph V C, p.5.

☒ Yes ☐ No

Midtown - 100

marie - 40

Distribute As is ~~not revised~~
~~add~~

A motion passed at WSC-84 instructed the World Literature Committee to revise this pamphlet, based on input received from the Fellowship. However, the process of rewriting a pamphlet, submitting it for review and then approval is somewhat involved and takes time. It is our impression that the above three words are the most problematic, based on the input we have received. We offer this motion in an attempt to assist the Fellowship in practicing the Fourth Step until the completion of the revised version.

5. That the World Literature Committee devote its efforts in the upcoming year to the following projects:

1. Revised-A Guide to the Fourth Step Inventory
2. Revised-The Use of Medication in Recovery
3. Just for Today (daily meditation guide)
4. To the Medical Profession
5. Revised-Handbook for Narcotics Anonymous Literature Committees
6. Revised-Recovery and Relapse
7. Resource Guide for the Trusted Servant
8. The First Three Steps (booklet or pamphlet)
9. Revised-Am I An Addict?
10. Revised-The Group

Where's
It works -
How & why

Not there - No
marriages - abs.

Reminders:

1) If your region has input to the Conference which pertains to literature, please direct your comments to the World Literature Committee. It is not appropriate for RSR's to introduce motions which pertain to one of the world level committees.

2) The World Literature Committee is comprised of an elected Chairperson and Vice-Chairperson, RSR's and other N.A. members who are experienced in literature work. Please come prepared to recommend member(s) from your region who would like to be involved in the World Literature Committee. We feel that the members of your region are best qualified to recommend members, because you see these individuals on a frequent basis, and can ascertain their level of involvement, sincerity, qualifications and ability to practice the principles of the program in service work.

What
Billshit



World Service Office, Inc.
16155 Wyandotte Street
Van Nuys, CA 91406

Addendum Order Form
January, 1985

GROUP NAME _____ CONTACT _____
ADDRESS _____ CITY _____
STATE _____ ZIP _____ PHONE () _____

Ship the following order to the address above. Enclosed is full purchase price. Any item out of stock will be placed on back order and purchaser notified.

QUANTITY	ITEM	PRICE
	<u>Approval-Form Literature</u>	
_____	#5 Another Look (WSC '85 agenda) (\$.10 each).....	_____
_____	#15 R-Physician's Viewpoint on the N.A. Program (\$.10 ea.)	_____
_____	#19 Self-Acceptance (WSC '86 agenda) (\$.10 each).....	_____
_____	#20 Handbook for Narcotics Anonymous Newsletters (\$.10 ea)	_____
	<u>Review-Form Literature</u> (for review and input)	
_____	IT WORKS: How and Why (\$5.00 each).....	_____
_____	#21 The Loner: Staying Clean in Isolation (\$.10 each).....	_____
_____	#22 Welcome to N.A. (\$.10 each).....	_____

Subtotal _____

Make payment to:
WSO, Inc.
16155 Wyandotte St.
Van Nuys, CA 91406

Total Purchase Order _____

For all purchases made by CA residents.
you must add CA Sales Tax (X 6.5%) _____

Add 10% for Shipping & Handling _____

Amount Enclosed _____

Control Number:


All purchases from outside the
U.S. must be made by cashiers
check or money order drawn in
U.S. currency.

overcome the misery of addiction. We love and support each other in our recovery. The Program of N.A. is comprised of suggestions which we have found help us to remain clean. Nothing will be demanded of you, but you will receive many suggestions. This Fellowship provides the opportunity for us to give you what we have found: A clean way of living. We have been told, "You have to give it away in order to keep it."

So, welcome! We are glad that you have made it here, and hope that you decide to stay. At N.A. meetings, you may hear us mention God. What we are referring to is a Power greater than ourselves that makes possible what seems impossible. We found that Power here, in N.A., in the program, in the meetings, and in the people. We are not a religion, but we believe in what has worked for us. It has become possible for us to live drug-free one day at a time; and whenever a day is too long, then five minutes at a time. We can do together what we could not seem to do alone. We invite you to use our strength and our hope until you have found some of your own. There will come a time when you too may want to share with someone else what has been freely given to you. KEEP COMING BACK — IT WORKS!

marie Ha - yes

Lit process



I.P. No. 22

NARCOTICS ANONYMOUS

WELCOME TO NARCOTICS ANONYMOUS

WORLD SERVICE CONFERENCE
LITERATURE COMMITTEE
UNAPPROVED LITERATURE
FOR REVIEW AND INPUT

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WORLD SERVICE OFFICE, INC.
16155 Wyandotte Street
Van Nuys, California 91406-3423

WELCOME TO NARCOTICS ANONYMOUS

This pamphlet was written to answer some of your questions concerning the Program of Narcotics Anonymous. Like N.A. itself, our message is very simple: We have found a way to live without using drugs and we are happy to share it with anyone for whom drugs are a problem.

If you are like many of us when we attended our first N.A. meeting, you may be feeling pretty hopeless and afraid. Your biggest fear may be that you cannot go on using drugs the way you were, but you don't know how to stop. You may fear that this program, like other things you have tried, will not work either, or that it may work for someone else, but not for you because you are different than us. We were all afraid to let go of something which had become so important to us. It is a relief to discover that the only requirement for membership is a desire – not the ability – to stop using.

Welcome to your first N.A. meeting. It is your presence that allows us to fulfill our group's primary purpose: "To carry the message to the addict who still suffers." What can N.A. offer you? Most importantly, N.A. offers a way to live drug-free. If you are not sure you're an addict or don't know if you belong, don't worry about it; just keep coming to our meetings. You will have all the time you need to make up your own mind.

You may feel pretty nervous and think that everyone at the meeting is focusing on you. If so, you are definitely not the only one. An old-timer once said during a meeting, "If your stomach's all tied up in knots, you're probably in the right place." We often say that no one comes through the doors of N.A. by mistake. Non-addicted people don't waste their time wondering if they're addicts. They don't even think about it. If you're wondering whether or not you're an addict, you might be one. Just allow yourself the time to listen to us share about what it has been like for us. Perhaps you will hear something that sounds familiar to you. It does not even matter whether or not you have used the same drugs others mention. It is not important which drugs you used; you're welcome

here if you want to stop using. Most addicts experience very similar feelings, and it is in focusing on our similarities, rather than our differences, that we are helpful to one another.

At first, most of us were mistrustful and fearful of trying a new way of doing things. About the only thing we were sure of was that our old ways were not working at all. Even after getting clean, things didn't change right away. Often, even our usual activities such as driving a car or using the telephone seemed frightening and strange, as if we had become someone we didn't recognize. This is where the company and support of other clean addicts really helps, and we begin to rely on others for the reassurance we so desperately need.

You may already be thinking "Yes, but..." or "What if...?" However, even if you have doubts, you can try these simple suggestions for starters: Attend as many N.A. meetings as you can and collect a list of N.A. phone numbers to use when the urge for drugs is strong. The temptation is not restricted to the days and hours that meetings occur, so don't be afraid to call another recovering addict.

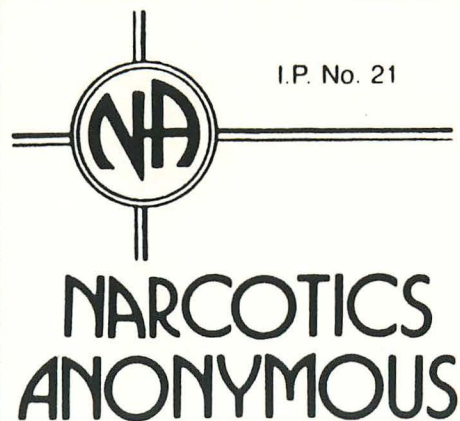
The most natural thing for an addict to do is to use drugs. In order for most of us to abstain from using mood-altering, mind-changing chemicals, we have had to undergo a drastic change physically, emotionally, and spiritually. The Twelve Steps of N.A. offer us a way to change. As someone said, "You can probably get clean by just coming to meetings, however, if you want to stay clean, you may want to try the Twelve Steps." This is more than we can do alone. In the N.A. Fellowship, we support one another in our efforts to learn and practice a new way of living that keeps us healthy and drug-free.

At your first meeting, you will meet people with various lengths of clean time. You may wonder how they could remain clean for that period of time. If you keep coming to N.A. meetings and stay clean, you will come to understand how it works. There is a mutual respect and caring among clean addicts because we've all had to

and what we are.

The N.A. basic text contains many suggestions that may be used as guidelines in our recovery. By using these tools, our despair and active addiction can turn into hope and new life. By living the Twelve Steps of N.A., we are part of the Fellowship, no matter where we are.

*God, grant me the serenity
to accept the things I cannot change,
the courage to change the things I can,
and the wisdom to know the difference.*



THE LONER: Staying Clean in Isolation

WORLD SERVICE CONFERENCE
LITERATURE COMMITTEE
UNAPPROVED LITERATURE
FOR REVIEW AND INPUT

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16155 Wyandotte Street
Van Nuys, California 91406-3423

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THE LONER: Staying Clean in Isolation

Introduction

Most of us, at some point in our recovery, experience feelings of loneliness or isolation. For the purpose of this pamphlet, we identify "the loner" as a geographically isolated addict who desires recovery from addiction. If you are unable to come to N.A. meetings, we pray that this pamphlet will reach you and offer workable solutions toward living a happy, joyous and free life.

Where Do We Find Loners?

The most obvious place to find loners is in an area where there are no N.A. meetings. Sometimes they can be found in hospitals who treat people for addiction, and institutions whose inmates arrive there largely due to the lifestyle of active addiction. These addicts may be aware of the existence of Narcotics Anonymous, but have no means of attending meetings. Other loners may be struggling in schools and colleges, while still more might be identified through social service agencies. Some addicts have jobs which either prevent them from attending meetings, or take them to areas where there are no N.A. meetings.

We cannot overemphasize the need to reach isolated addicts. One way we do this is by distributing N.A. literature in such hospitals and institutions as mentioned above. We also inform the general public and other Twelve Step Fellowships of our existence. Through the attraction of our program, we find other addicts who identify with the disease of addiction.

Reaching Out For Help

Narcotics Anonymous is a program of Twelve Steps and Twelve Traditions designed to help addicts find recovery, regardless of where they may be. By practicing these spiritual principles, we achieve freedom from active addiction. We sug-

gest you read all the N.A. literature you can get, and if at all possible, attend an N.A. meeting or function. Try to start an N.A. meeting – it only takes two recovering addicts. There are starter kits available from the World Service Office (WSO).

The most important service N.A. offers is the recovering addict. Remember, "the therapeutic value of one addict helping another is without parallel." (*Narcotics Anonymous*, 1984, p. 16). So, if it is possible, contact some other recovering addicts either by phone or by mail, or just share your feelings with anyone who is willing to listen. Remember that you don't have to be lonely, even though you might be alone.

The N.A. service structure is designed to reach out to isolated addicts. There are service boards and committees who provide a variety of services to help addicts find recovery. Most area service committees offer telephone hotlines, newsletters, N.A. literature, and other forms of communication. If you contact the N.A. World Service Office at the address printed on the front of this pamphlet, they will assist you in reaching the nearest recovering addict. You can write to WSO, or to the nearest area or regional office, as directed to them by WSO. In return, you can keep informed of any N.A. functions you might choose to attend. You can also acquire cassette tapes of N.A. meetings, speakers and conventions which often provide insight on problems we cannot solve alone.

The Value of Sharing

There is no easy solution for recovering addicts who have no local fellowship for support. Although we may be the only recovering addict for miles around, we need not be afraid to reach out for help. Any initial contact can be used as a link to new ones. Many isolated addicts have regular pen pals with whom they communicate to share their recovery. The action of writing to another addict can alleviate problems even without immediate feedback. We find that after sharing, even on paper, we feel better.

Crises

Crises come in many forms to all addicts. Without other recovering addicts or meetings to help us keep a balanced perspective, routine problems can become magnified in our minds. We may entertain the thought that staying clean isn't paying off, and arouse feelings of self-pity, resentment and anger. We must keep foremost in mind that whatever pain we experience will pass.

Problems are realities of life and do not disappear just because we stay clean. In recovery, however, we find that we grow through pain and often feel that a crisis brings a gift by allowing us the opportunity to experience growth through living clean. No matter how painful life's tragedies may be for us, one thing is clear – *we must not use, no matter what*. Our experience has shown that if we put forth even half the effort to stay clean that we did to use, we have an excellent chance of maintaining our recovery. When we reach out for help, we begin to grow.

Living the Program

The Twelve Steps are our blueprint for gaining and maintaining abstinence – for recovery from the disease of addiction. After taking the steps, comes living the program. Through the direct application of these principles in all of our affairs, we find acceptance, faith and humility. We learn to live life on its own terms.

As we recover, we come to depend on a Power greater than ourselves. We learn that by asking for God's will for us, and the power to carry that out, we can do things we never believed possible. Our lives become worthwhile, and we lose the obsession to use, just for today.

We cannot afford to become complacent because the disease of addiction is with us 24 hours a day. Daily vigilance towards defective attitudes is essential for ongoing recovery. By living the steps, we begin to find relief from our self-obsession. We learn that attitudes, thoughts and reactions change. In time we realize that we are not alone, and begin to understand and accept who

WORLD SERVICE CONFERENCE OF NARCOTICS ANONYMOUS

16155 Wyandotte Street
Van Nuys, CA 91406
(818) 785-7884



WSC Ad-hoc Committee
Fellowship Report
January, 1985

Dear Fellow Members,

As you know, the World Service Conference '84 appointed an ad-hoc committee to revise the Procedural Guidelines of the World Literature Committee, implementing a Literature Review Committee (LRC). The Literature Review Committee is a panel of six N.A. members who were appointed to serve on the committee for a term of three years. Each member has over five years clean time and is expected to take an active role in the committee by reviewing each piece of proposed literature and sending written comments (with suggested revisions or rewrites) to the World Literature Committee Chairperson.

We are happy to report that utilizing this new concept has worked out extremely well. The members of the LRC have been some of the most active participants of the World Literature Committee and have contributed valuable experience and perspective. The revised guidelines, included with this report, reflect the work of the ad-hoc committee over the past year.

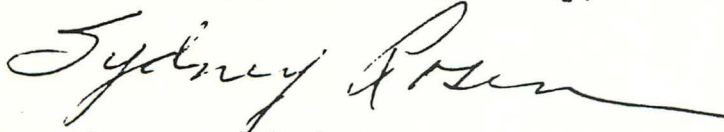
The proposal is a result of many discussions and deliberations by the members of the committee, integrating input received from members of the Fellowship, World Literature Committee and Board of Trustees. I want to thank everyone involved for the wonderful spirit of cooperation and helpfulness they have shown, particularly between the WSB and Literature Committee Chair. Furthermore, the response from the Literature Review Committee was excellent. These individuals contributed valuable work, and fully demonstrated the validity of the concept of a review panel.

We believe that the submitted guidelines offer clarification and expansion of the previous Procedural Guidelines. They encompass the experience gained from the past as well as the current utilization of a new idea. We feel that these guidelines accomplish the task we were given, and further offer a solution to some of the problems faced by the Literature Committee. The work compiled by the ad-hoc committee this year reflects our vision of what can be, and is based on the principles of unity and anonymity.

As the chairperson of this ad-hoc committee, I am very pleased with what we have accomplished this year. I believe that the work of this committee demonstrated a movement in the direction of maturity, growth, compromise and cooperation. The committee therefore humbly submits the attached guidelines, and moves:

That the Procedural Guidelines for World Literature Committee be approved and replace the Procedural Guidelines for the creation and development of new literature.

In service to the Fellowship,

A handwritten signature in cursive script, appearing to read "Sydney R.", followed by a long horizontal flourish.

Sydney R., Chairperson
Ad-hoc Committee, WSB Liaison

cc: Sally E., Chairperson
World Service Board

Middtown!
Marvethy
No
TWO

Who approved these guidelines?

PROCEDURAL GUIDELINES FOR WORLD LITERATURE COMMITTEE

Approved literature is the embodiment of the message of recovery developed by the Fellowship according to these policies. The World Literature Committee acts as the trusted servant for the Fellowship of Narcotics Anonymous in all matters pertaining to the development of literature. In the Guidelines below, the name of the Literature Committee is used to mean the Literature Committee acting for the Fellowship of Narcotics Anonymous.

Any member of the Fellowship can propose new literature. A proposal can be a simple letter suggesting a subject or title or it can be as comprehensive as a draft of a complete work. All proposals should be sent to the WSC Literature Committee at the World Service Office. A copyright release form should also be submitted along with all works written by any individual. Copyright release forms are essential if the Literature Committee is to give consideration to the item. The copyright release gives the Literature Committee the rights to the ideas, outlines, language and "story" suggested. Without a release, the Literature Committee does not have a legal right to use the idea or story and no work can be done.

The Literature Committee is comprised of a Chairperson, Vice-Chairperson, who also acts as secretary of the Committee, a Literature Review Committee and registered members. The Chairperson and the Vice-Chairperson are elected by the World Service Conference in accordance with the provisions of the N.A. Service Manual. As a means of encouraging Fellowship-wide participation in the Literature Committee, no more than two members from the same region may serve on the Literature Committee simultaneously, regardless of the manner by which members are selected.

1. There are seven (7) members of the Literature Review Committee (LRC). Before members are considered for the LRC, they will have gained and demonstrated in prior service work their knowledge and understanding of the Twelve Steps and Twelve Traditions of Narcotics Anonymous through service at area, region and/or world levels for a period of at least five (5) years, three (3) of which were directly involved with literature committees. Our experience has shown that those involved in service for these longer periods of time have demonstrated the ability to complete lengthy commitments and usually bring a deep understanding of recovery through the Narcotics Anonymous Program. These individuals share valuable perspective and experience in living the N.A. principles which is then reflected in the literature produced by the World Literature Committee. Many lessons have been learned throughout the history of the Literature Committee, resulting in more effective methodologies and these Guidelines. In order to benefit from this experience, there is a great need for continuity among the members of the

handwritten
proceedings
electings, drawings
etc.

110

Literature Committee. In an effort to promote such continuity, members of the Literature Review Committee, except for the appointees of the Chairperson, serve for three years.

A. Three (3) members of the Fellowship are elected by the World Service Conference. These members may be re-elected for consecutive terms to the Literature Review Committee.

B. One member of the Committee shall be a member of the Board of Trustees appointed by the Board in such manner as they may select. The Trustee member serves as a regular member of the Literature Review Committee, except that s/he presides over the meetings of the World Literature Committee and further acts as a liason to the WSB. The Trustee member will normally be found to have considerable experience (four or more years) in literature development.

C. The Chairperson of the World Literature Committee is a member of the Literature Review Committee.

D. Two (2) members are appointed by the World Literature Committee Chairperson to serve for one-year terms. These members may be reappointed by succeeding Chairpersons. In order to utilize the experience and knowledge gained through involvement with literature development, previous members of the World Literature Committee will frequently be found to be appointees by Chairpersons. OK

2. There are twelve (12) registered members of the World Literature Committee. One of these is the Vice-Chairperson of the World Literature Committee. These members demonstrate their interest and ability in literature work, as well as knowledge and understanding of the Twelve Steps and Twelve Traditions, through prior service on area or regional literature committees for a period of at least three years.

A. Five (5) registered members are selected by the World Service Conference by election to serve for one year. Each registered member may be re-elected at a succeeding World Service Conference. The registered members elected are chosen from Regional Service Representatives attending the Conference, previous RSR's or previous registered members of the World Literature Committee. Regional Service Representatives elected to serve as registered members of the World Literature Committee continue to serve as registered members for a full year from the end of the World Service Conference at which they are elected, regardless of their term of office as a Regional Service Representative.

B. Six (6) registered members are selected by the World Service Conference by drawing to serve for one year. Each year, prior to the World Service Conference, eligible Regional Service Committees may nominate a member of the Fellowship from their region to be selected for membership as a registered member of the World Literature Committee. The six members are randomly selected by a drawing at the World Service Conference from these nominees. In order to promote the widest possible participation

in the World Literature Committee, registered members selected by drawing are not eligible for selection in the same manner the following year and the region from which the member was selected cannot submit a nominee for the following year.

C. The Vice-Chairperson of the World Literature Committee is a registered member, coordinates the activities of the registered members and presides over any meetings of the registered members.

The World Literature Committee receives a variety of proposals from N.A. members, groups and service committees. These proposals reflect a full range of specialized publications representing the principles and philosophies of the Narcotics Anonymous Program. In the evaluation of literature proposals, the Literature Committee uses the following criteria in determining if a particular piece of literature is appropriate.

1. The proposed item will expand the inventory of materials adopted by the Fellowship that aid members of the Fellowship in an understanding and application of the Twelve Steps and Twelve Traditions of Narcotics Anonymous.

2. The proposed item carries the message of Narcotics Anonymous to the addict who still suffers from active addiction.

3. The proposed item supplies valuable information to the professional fields with whom addicts would most commonly come in contact.

4. The proposed item clarifies the nature of addiction to the general public.

The Literature Committee reviews all proposals received each year. An outline of each item is included with a summary of the work to be considered. The members of the Literature Committee indicate to the Chairperson which projects they feel are the most important to be finalized in the upcoming year. These responses are then used in the preparation of a prioritized worklist which is submitted, with other Conference materials, 90 days prior to the World Service Conference. The prioritized list reflects a manageable number of projects on which the committee plans to work in the upcoming year. The World Service Conference may then adopt the list as recommended, amend the list, add or remove proposed items from the list prior to adoption.

Once a project is approved as part of the priority list, the Literature Committee undertakes to develop or have developed the specific items of literature. Depending on the nature of the project, the Literature Committee Chairperson may assign an item to a local, area or regional literature committee; the Literature Committee may complete the work themselves at a workshop or conference; or have it done by other individuals such as professional writers or editors.

Drafts completed by any of these means available to the Literature Committee are thoroughly evaluated by the Literature Review Committee. The Literature Review Committee recommends any changes they conclude are appropriate. Before the final draft is

complete, the recommended changes are made at a World Literature Conference, special workshop, by an appointed ad-hoc committee or a professional writer/editor. At such time as the Literature Review Committee is satisfied that the draft meets criteria, the proposed item is forwarded to the registered members for further evaluation.

The registered members evaluate draft literature, recommending any changes they feel are appropriate. If a majority of the registered members recommend any change(s), the recommended change(s) are then evaluated by the Literature Review Committee. If the LRC concurs with the recommendation, the changes are made, in the manner described in the paragraph above. Although this process is somewhat lengthy, the experience of the World Literature Committee has demonstrated that an overemphasis on speed often results in unnecessary errors. Although time is certainly of the essence, the Literature Committee must remain focused on quality, if it is to fulfill its purpose of carrying the message of recovery in the written form.

The evaluation of proposed literature assures that an accurate representation of the Twelve Steps and Twelve Traditions of Narcotics Anonymous is presented when the steps or traditions are included in full or in part of a draft. Before the evaluation is complete, the draft is edited to ensure correct use of morphological and syntactic rules (including spelling, grammar, punctuation, and capitalization). This process further maintains consistency in writing style and Narcotics Anonymous terminology.

The development of literature and the internal working of the Literature Committee involves expression of a group conscience of the Committee. Developing literature for a spiritual Fellowship is a delicate and important process for it conveys not only the language of recovery, but also the framework for a new relationship of an individual to his/her perception of a Higher Power.

In an effort to assure that the Fellowship receives materials which reflect the best efforts of the trusted servants to whom the responsibilities described herein are entrusted, the concept of complete unanimity is incorporated into the deliberations. The Literature Committee will normally be able to achieve near-unanimous approval for draft materials before the draft materials are submitted for Fellowship consideration. As a last resort, when a unanimous decision cannot be achieved by the Literature Committee, a vote system is utilized. Each member of the Literature Committee, as described above, has one vote in the deliberations. When this may become necessary, the Literature Committee shall rely upon a two-thirds majority for recommendations to be followed.

The World Literature Committee meets no less than twice a year, and as often as necessary to accomplish its goals and objectives. Although any N.A. member is welcome to attend and observe the meetings of the Literature Committee, participation

what about other workers

is limited to the actual members of the Committee. The annual meeting held at the World Service Conference is for the purpose of deliberating on any input received from the Fellowship in the form of general suggestions, and for planning the accomplishment of its worklist. Agreements may be reached with certain regional literature committees to write drafts of specific items, special workshops may be planned and arrangements made for the annual November meeting of the Literature Committee.

At the November meeting, generally held in a central location of the continental U.S., the status of each project is discussed. At that time, reassignments of certain projects may be made if necessary, or other provisions made in order to accomplish work on the prioritized items. The meeting is an informal gathering of the World Literature Committee for the purpose of working on and/or completing projects on the approved worklist. Items to be brought to the upcoming World Service Conference are also discussed. It is generally not appropriate for registered members of the WLC to introduce actions related to developing or changing the internal workings or policies of the Committee. Any actions of this nature are considered by the Literature Review Committee who then makes recommendations to the Chairperson. In this way, the Literature Committee avoids the conflict and controversy often associated with internal "politics," concentrating its efforts entirely on the creation and development of literature for Narcotics Anonymous.

The Literature Committee may recommend that a completed piece of literature be distributed to the N.A. Fellowship for review and additional input. The Fellowship is normally provided a period of nine months in which to review the new literature and generate input for the Literature Committee. The input received may be used in the preparation of an approval form, which may be accomplished at a World Literature Conference, special workshop, by an appointed ad-hoc committee or a professional writer/editor. The new item is then forwarded to the World Service Board of Trustees for evaluation. This evaluation by the WSB ensures that the piece accurately represents the principles of Narcotics Anonymous as outlined in the Twelve Traditions. Any language which is inconsistent with the Twelve Traditions of Narcotics Anonymous is automatically revised based on the recommendations of the Board of Trustees. Upon completion of this process, the approval form is distributed to the Fellowship one year prior to consideration at the next World Service Conference.

The printing and distribution of review-form and approval-form literature is accomplished by the World Service Office. From the time these Guidelines are approved until one year following, review-form and approval-form literature shall be available at a nominal cost to any member of Narcotics Anonymous. Beginning the following year, review-form literature will be distributed only to area and regional literature committees, for the purpose of generating additional input and encouraging the

growth and support of area and regional literature committees. Approval-form literature shall continue to be distributed to N.A. members.

Any written material (input) which is received by the World Literature Committee pertaining to a piece of literature not on the Committee's priority list, is kept on file for future consideration. All WSC-approved literature is considered for revision at least every five years. Additionally, input may be received pertaining to general topics which is channeled to the Literature Committee resource files. This source material may then be used for a variety of different projects. Proposals received by the Literature Committee which are not placed on the priority list, are kept on file for consideration for the following year's list.

More specific information about the functions and activities of local, area, and regional literature committees, as well as the World Literature Committee, may be found in the Revised Handbook for Narcotics Anonymous Literature Committees. This Handbook also describes, in detail, the roles of the trusted servants of the Literature Committee and ways for individual members to contribute material.

WORLD SERVICE CONFERENCE OF NARCOTICS ANONYMOUS

16155 Wyandotte Street
Van Nuys, CA 91406



January 6, 1985

TO THE FELLOWSHIP OF NARCOTICS ANONYMOUS:

When the WSC Policy Subcommittee was formed in 1984-85, a group of very concerned members, including myself as chairperson, agreed that a consensus on a "working definition of group conscience" would be our primary task for this year. Also, the evaluation of the role of the "trusted servant" was to be a secondary task for the subcommittee. The spiritual principles embodied in the Second Tradition, with an understanding that our ultimate authority is a loving God, have been applied in many different ways during the history of our Fellowship. The growth of Narcotics Anonymous has created a need for a consistent philosophy of service to insure that someone can have access to N.A. recovery, regardless of where the meeting may be located. At this point we do not have such consistency. There is hope, however, that the input received from the questionnaire sent out in the January, 1985 Newsline can be a starting point for formulating a "working definition of group conscience" applicable to the entire Fellowship. The "group conscience" questionnaire is enclosed in this report to allow anyone who hasn't received it to complete and return it as soon as possible.

not appropriate
Marietta

The Fellowship's needs have changed with continuing growth, and the WSC Policy Subcommittee's form and function will need to change to fulfill these needs. Our guidelines, as they now stand, require that only conference participants should be members, and that other members can be appointed as needed. This procedure was not practical, although we adhered to it during WSC Policy Subcommittee meetings this year. Several regions have formed their own policy subcommittees this year. I feel that the RSR's and the Chairpersons of all regional policy subcommittees could provide the WSC Policy Subcommittee with members that have the experience and knowledge necessary for a working subcommittee. Through RSC support, both administrative and financial, RSR's and/or RSC policy subcommittee chairpersons can participate regularly. RSR's are trusted servants at the world service level. In their capacities as members of the WSC Policy Subcommittee, the RSC policy chairpersons would also be trusted servants of N.A. as a whole. The hope is that more regions can become involved in the subcommittee, and that members can attend all the subcommittee meetings held throughout the year.

The function of the WSC Policy Subcommittee has changed this year, and will continue to change to meet our Fellowship's needs. Once the work from the Select Committee for the Service Structure becomes available, I would foresee the Policy subcommittee as a possible forum for discussions of the concepts and principals embodied in the new Service Manual. During the coming year, I hope that interest can continue in formulating and refining the "working definition of group conscience." The principle of trusting our trusted servants has been discussed in committee at length and should be considered in depth when electing trusted servants to carry our group conscience. A trusted servant must be trustworthy and maintain that trust in order to be guided by the spirit of group conscience. One of the benefits of working the Twelve Steps of Narcotics Anonymous is becoming a "responsible and productive member of society." Our trusted servants should be members who, by working the steps in their lives, have demonstrated the ability to become responsible and productive members of the N.A. society.

I am hopeful that we will have a very productive WSC 85' and all participants will gain a new sense of unity and purpose. Thank you for letting me serve the Fellowship as a trusted servant of the World Service Conference. I hope to continue to serve in whatever capacity my Higher Power chooses.

Yours in loving service,

Bill Hall
WSC 84-85' Policy Chair

December 17, 1984

The following is a questionnaire compiled and edited at the WSC Policy meetings in Chicago and Knoxville. Please distribute to all members of your groups who actively participate in group decisions. Make your answers as brief as possible, and try to give a true picture of what is going on in your group, as you see it. Please send your completed questionnaires to:

Bill Hall, Policy Chair
P.O. Box 66651
Baton Rouge, LA 70896

Responses should be received at the above address by March 30, 1985 in order to be compiled at a service workshop in early April, 1985.

Thank you for your experience, strength and hope.

GROUP CONSCIENCE QUESTIONNAIRE

1. Is a majority vote the best means of expressing the conscience of an N.A. group? *yes*
2. What is your definition of the conscience of an N.A. group? *may vote of who's there*
3. Who is eligible to participate in a vote gauging the conscience of an N.A. group? *N.A. Member*
4. If you were asked to express your feeling of what "Group Conscience" means to you, what would you say? *2nd. tradition*
5. What is the voting procedure used in your group? *yes no*
6. What changes, if any, could be made to improve this voting procedure?
7. Do you feel the autonomy of a group would be better protected by limiting a member to having one Group Conscience vote to be expressed only in one N.A. Group? *yes*
8. Are your Group Conscience votes taken at regular meetings or at separate meetings composed of group members only?

Seperate

9. Should votes concerning group matters and matters affecting other groups or N.A. as a whole be handled differently? *no*
10. What is the function of a group steering committee? Does your group have one? */ to seek better ways to carry messages*
11. Should you trust your GSR to make decisions at the ASC meeting on issues pertaining to other groups or N.A. as a whole that have not been discussed by the group? *no only by procedure*
12. Should you trust your ASR to make decisions at the RSC meeting on issues pertaining to other areas or N.A. as a whole that have not been discussed by the group? *same*
13. Should you trust your RSR to make decisions at the WSC on issues pertaining to other regions or N.A. as a whole that have not been discussed by the groups? *same*
14. Is Group Conscience always right? *no*
15. How often should Group Conscience be reviewed? *- as needed*

Yours in loving service,

Bill Hall
WSC 84-85' Policy Chair

WORLD SERVICE CONFERENCE OF NARCOTICS ANONYMOUS

16155 Wyandotte Street
Van Nuys, CA 91406



Dear Members of the Fellowship:

It gives me great pleasure to state that the past nine months have been some of the most productive months in the history of the WSC-H&I Subcommittee.

In the past nine months we have been able to accomplish many goals and objectives. We have completed a world mailing of an H&I survey throughout the Fellowship. At our workshop at Capon Bridge, West Virginia in October, 1984, we reviewed the surveys and found out that: 1. The information we received was incomplete. 2. The response was not as good as anticipated and we request that all regional, area or local active H&I committees complete the surveys and forward them to the WSC-H&I Subcommittee, or forward a listing of all activities, H&I meetings, active committee membership, committee mailing addresses, minutes of committee meetings and guidelines to the WSC-H&I Subcommittee. We would appreciate it if you would also include contact phone numbers. The survey will be further discussed in detail at WSC-85 in the WSC-H&I Subcommittee Chairperson's report.

During the workshop in Capon Bridge, West Virginia, a revision was done on the H&I Handbook. The handbook is included in this report for Fellowship approval at WSC-85. There was an H&I pamphlet developed at that workshop which will be submitted for Fellowship approval as well. These bring to mind the fact that we were able to have two productive H&I workshops during the past nine months. One was the Capon Bridge, West Virginia workshop held in October 1984, and the other was the one held at WCNA-14 in Chicago, Illinois in September 1984.

The WSC-H&I Committee, in conjunction with the World Service Office, sent out a mailing which included a cover letter of introduction about the Fellowship of Narcotics Anonymous, as well as a copy of our World Directory and I.P.'s. This was distributed to approximately 1,900 treatment facilities throughout the continental United States. H&I meetings have developed in several facilities which previously had no knowledge of the Fellowship of N.A. This was accomplished due to cooperation and assistance of local ASC H&I Committees that were active in these particular geographic locations.

Mid town - Lit. process
Monthly 1yr review

We have also requested a letter of reference from various institutions which have had active Narcotics Anonymous meetings held successfully in their facilities. These letters will be utilized to assist new H&I efforts throughout the Fellowship who are trying to establish H&I meetings in correctional facilities.

Enclosed you will find a copy of the revised H&I handbook and the H&I pamphlet for conference approval at this year's World Service Conference. It includes the Do's and Don'ts which were not included in the previous version of the handbook, as well as additional new input which addresses areas of responsibility and concern that will assist in enhancing H&I efforts. All voting participants should come prepared to vote on adoption of this handbook and pamphlet.

Again, I would like to say I'm very grateful that we were able to accomplish the work we have completed, and that we are far from finished. Hopefully, at this year's World Service Conference, there will be more goals to achieve to better fulfill our primary purpose and better carry our message of recovery to the institutionalized addict.

In Loving Service to the Fellowship,

Bob Bergh, Chairperson
WSC H&I Subcommittee