

CREATING OUR FUTURE

WSC 2023: 30 April-6 May



Conference Approval Track

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2023 Conference Approval Track Material Introduction

The Conference Approval Track material, posted at www.na.org/conference, follows this introduction. Most of the items in the Conference Approval Track (CAT) are decided upon during the CAT-Related Discussion and Decisions session at the WSC. The exceptions are the motions related to proposed processes for WSC 2023; these will be introduced at the beginning of the CAR-Related Discussion and Decisions session because they are processes being proposed for use at the 2023 conference.

Included in the 2023 CAT are:

- This introduction, which includes a list of motions
- 2023–2025 proposed project plans
- 2023–2025 proposed budget and budget explanation
- WSC seating report including requests from regions, recommendations from the seating workgroup, a report from the World Board, and additional information from some regions
- Proposed processes for WSC 2023
- 2023–2025 travel reimbursement policy

Below we briefly summarize each component of the CAT. Please review the CAT contents for all of the detail. The issues the conference will be deciding on are highlighted in blue to help draw your attention to the items for decision. The introduction concludes with a list of all of the motions the World Board will be offering related to CAT material.

2023–2025 proposed project plans

This cycle we are proposing six projects—two literature projects, a project about Issue Discussion Topics (IDTs), a service material project, a project on the future of the WSC, and a project on Invest in our Vision. The project plans section of the CAT explains the scope of the work. As we have reported repeatedly, the WSC will determine the focus of the plans for creating and revising IPs and service materials as well as for IDTs. The CAR survey results will help guide those decisions. For more information about the role of the CAR survey in shaping project plans, see pp. 4–6 of the CAR introduction.

All of the projects will utilize virtual workgroups, focus groups, web meetings open to any interested member, or some combination thereof. This is a more economical and inclusive approach to project work, and it has been effective in the past three cycles. It means that there is no budget line item for these projects.

Decisions to be made: There will be an individual motion to pass each project plan.

2023–2025 proposed budget and budget explanation

The CAT material includes the proposed budget and a cover essay that explains the budget and the terminology and categories we use. The budget explanation should answer most general questions about the budget, and there is always time devoted at the conference and CP webinars to ask more specific questions. You can also email wb@na.org.

Decision to be made: There will be a motion to approve the 2023–2025 NAWS budget.

WSC seating report, including requests from regions, recommendations from the seating workgroup, a report from the World Board, and additional information from some regions

The Conference Approval Track always contains a seating report that includes information from regions requesting seating, a report of the recommendations from the WSC Seating Workgroup, and typically, subsequent recommendations from the World Board. In this case, the World Board is not making any recommendations to seat regions.

The 2020 CAT introduction included this observation:

The Conference continues to be in a very challenging position relative to seating. While we are having ongoing discussions about the need for a more sustainable and effective approach to seating, the cost of the WSC continues to rise, and the size of the Conference continues to grow. We have not yet made any changes to our seating criteria, but the Conference does seem to be evolving. WSC 2018 expanded the definition of Conference participants.

As individual board members, we have different perspectives on some of the applications, but what we do agree on is that we are trying to operate a broken system and would like to stop and take the time to talk more about how the seating process could be revised. What we call Seating Criteria really is just a process to apply for seating, with one of the few concrete criteria being that a service body must have existed for three years. It may be that we ultimately end up with a commonly agreed-upon process to evaluate seating applications that is subjective, but this is a discussion we need to have at WSC 2023 and in the cycle ahead.

We have decided that the best course of action we can take is to refrain from forwarding any recommendations for seating, and instead provide the results of the workgroup's discussions for consideration by the conference. Accordingly, the board will not be offering any seating motions at WSC 2023.

Five regions applied for seating, and the seating workgroup recommended to seat four of those five. The seating report contains more detail on all five of the regions.

Decisions to be made: The board is not offering any motions to seat regions. Conference participants can make motions to seat specific regions by using the form on www.na.org/conference before the deadline of 1 April for first draft motions and 15 April for motions in their final form.

Proposed processes for WSC 2023

It is standard practice for the World Board to suggest discussion and decision-making processes to try for one conference only, with the understanding that if the WSC likes the processes, participants can decide to adopt them as ongoing policy at the end of the conference week. Sometimes the processes suggested are new, and sometimes they are refinements of existing processes.

The list of motions following this introduction includes four motions related to WSC processes. One motion attempts to simplify the terminology the conference uses to describe vote and poll results. Another describes the process to appeal the facilitator and suggests a majority threshold to uphold an appeal.

The next two recommendations are very similar to motions included in the 2020 CAT that were not introduced to the WSC because of changes to the conference wrought by the pandemic. One of those carryover recommendations is to eliminate the use of abstentions when counting votes or straw polls. Again, as with all of the WSC process recommendations, this would be for WSC 2023 only, with the option to adopt ongoing policy at the end of the WSC if participants wish to do so.

The final change to WSC processes we are suggesting builds on the process we used at WSC 2018 to discuss new ideas. The feedback we heard about the experience was largely positive. The process we are suggesting for WSC 2023 has the same basic skeleton as the process described in *GWSNA* and used at WSC 2018, with some suggested refinements.

In addition to these four recommendations that have motions attached to them, recommendations regarding amendments for WSC 2023 were also posted to www.na.org/conference. The WSC Cofacilitators asked participants to please notify the board by 1 April if they intend to offer an amendment or seating motion. The final deadline for amendments and seating motions is 15 April. Adding an earlier first draft deadline allows time to get the amendment or seating motion WSC-ready and to communicate with other participants who may be offering the same or similar motions or amendments. The recommendations for WSC 2023 amendments and seating motions are not in the form of motions because by the time the conference happens they would be moot. If the recommended process goes well, the body can adopt it as policy in *GWSNA* on the closing day of the conference.

All of the recommendations for WSC processes are explained in detail in the Proposed Processes for WSC 2023 section of this CAT.

Decisions to be made: There will be four motions to decide on at the beginning of CAR-Related Discussion and Decisions, one for each of these four processes—voting and polling terminology, appeal the facilitator, abstentions, and the New Idea proposal process—for WSC 2023 only. If the WSC wishes to adopt any of these changes, or the changes to the amendment and seating motions process described in this section of the CAT, as ongoing policy, a separate decision will be made to do so before the close of the WSC.

2023–2025 reimbursement policy

Each WSC approves the Travel Reimbursement Policy for the upcoming cycle, which is then included in *A Guide to World Services in NA*. A copy of the proposed reimbursement policy is included in this CAT. The policy outlines what expenses are covered for NAWS travelers and related policies. For the upcoming cycle, we are suggesting eliminating some of the language that describes dated unused processes. The proposed reimbursement policy includes an increase in the meal/incidental allowance and the annual mileage reimbursement adjustment to accord with the rates set by the US Internal Revenue Service. The shuttle service we used to use no longer operates, so we are recommending travelers use a shared ride service such as Lyft or Uber. The proposed reimbursement policy describes how that will work. This is a new approach for us, and we will no doubt learn some things based on the experience of participants traveling to WSC 2023. We can discuss it at the WSC if any changes seem to be warranted.

WSC 2023 operates under the 2020–2023 reimbursement policy. Conference participants with questions about travel to the WSC can reach out to elaine@na.org.

Decision to be made: There will be a motion to adopt the 2023–2025 Reimbursement Policy.

See you in April!

Your World Board

Motion List

The World Board intends to offer the following twelve motions related to material in this CAT. They are all explained thoroughly in the pages that follow. These motions will all be decided on during the CAT-Related Discussion and Decisions session at the WSC except for Motions 33–36, which will be decided on at the beginning of the CAR-Related Discussion and Decisions session at the WSC because motion decisions relate to the discussion and decision-making processes that will be used throughout the conference.

Please note: The World Board is not offering any motions to seat regions at WSC 2023. Conference participants can make motions to seat specific regions by using the form on www.na.org/conference before the deadline of 1 April for first draft motions and 15 April for motions in their final form.

Motion 26: To approve the project plan for New Recovery Informational Pamphlets.

Motion 27: To approve the project plan for Revising Existing Recovery Informational Pamphlets.

Motion 28: To approve the project plan for Issue Discussion Topics.

Motion 29: To approve the project plan for New and Revised Service Tools.

Motion 30: To approve the project plan for Future of the WSC.

Motion 31: To approve the project plan for Invest in Our Vision.

Motion 32: To approve the 2023–2025 Narcotics Anonymous World Services, Inc., Budget.

Motion 33: To use the following terminology to describe straw poll and vote outcomes, for WSC 2023 only:

Unanimous support		
Consensus support	(meaning 80% or greater support)	80%–<100%
Strong support	(meaning 2/3 majority support)	66.66%–<80%
Lack of strong support	(meaning less than 2/3 support)	>20%–<66.66%
Consensus not in support	(meaning 20% or fewer support)	>0%–20%
No support		

Intent: To simplify the terminology to describe voting and polling outcomes and make it less potentially confusing.

Motion 34: For WSC 2023 only: If a participant appeals a decision of the Cofacilitator, the Cofacilitator will explain why they ruled as they did, the participant making the appeal will explain why they are appealing the ruling, and then the body will vote. The voting threshold required to uphold a decision of the Cofacilitator under appeal will be 50% plus 1 in favor of the Cofacilitator.

Intent: To clearly define the process for a participant to appeal the chair, thus maintaining checks and balances.

Motion 35: To eliminate abstentions when voting or taking straw polls, for WSC 2023 only.

Intent: To simplify the voting and polling process and eliminate an option that has the same effect as a no vote.

Motion 36: To adopt, for WSC 2023 only, the following approaches for New Idea Discussions

[Changes from the 2018 process described in GWSNA are shown in red below with underlines for additions and strike-throughs for deletions]:

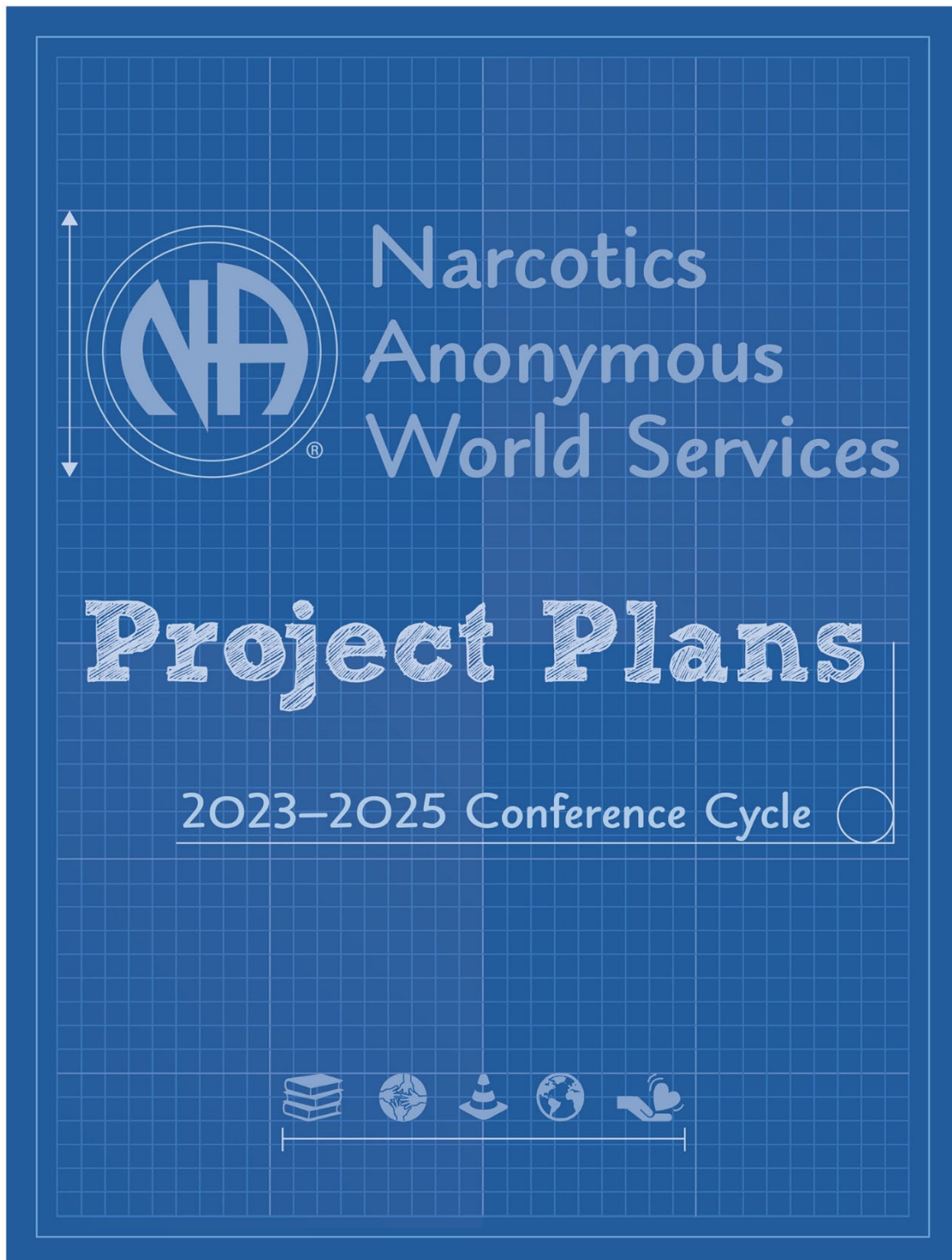
1) All makers of new proposals will use a New Proposal form to submit their proposal electronically.

The form will include the following information:

- a) Maker
 - b) Main topic/issue addressed in the proposal
 - c) The proposal itself
 - d) ~~What does this proposal intend to accomplish? (i.e., project, issue discussion, new tools, evolving the idea to create a 2020 CAR motion, etc.)~~ Any contextual or support material that would be helpful in discussion of the proposal
- 2) The deadline for New Proposal submissions will be 12:00 noon on Wednesday of the Conference week. The WSC Cofacilitators and World Board Chair will ~~oversee the compilation of review~~ all submitted proposals and will be responsible for the final presentation of the list to be distributed to Conference participants. They may group proposals that have similar themes ~~(much as is done currently)~~.
 - 3) New Proposal packages and surveys will be ~~distributed to~~ posted for Conference participants Wednesday evening.
 - a) Each participant will be asked to complete the survey, identifying the proposals or topics they wish to discuss with a “yes” and those they do not wish to discuss with a “no.” Participants can choose to vote “yes” or “no” for every proposal, none of the proposals, or any number between.
 - b) The deadline to complete and turn in New Proposal surveys is noon Thursday.
 - 4) Surveys will be tabulated; all results will be provided to Conference participants ~~Thursday evening~~.
 - a) The proposals or topics that receive the most “yes” votes will be identified for discussion in small groups. We will seek the Conference’s concurrence on the small-group discussion topics.
 - b) All proposals that were submitted ~~and not discussed~~ will be included in an appendix to the WSC minutes.
 - 5) New Proposal discussions will take place in two 90-minute breakout sessions on Friday.
 - a) We will meet as a large group prior to the start of the small-group discussions to review the proposals and agree on a frame (depending on topics and intended outcomes), so that there is a common understanding of the process and goals.
 - b) There will be five numerous breakout rooms: ~~two for RDs delegates, two for ADs alternates, language specific, and virtual. and one for Spanish-speaking participants.~~
 - c) Each session in the breakout rooms will have time for both small- and large-group discussions on each topic. Each breakout room will be asked to agree on outcomes of their discussions to report back to the Conference.
 - d) Session outcomes will be compiled in preparation for the Saturday morning session.
 - 6) Large-group follow-up on small-group sessions (Saturday morning)
 - a) We will report the points of agreement or disagreement from the breakouts, and facilitate a discussion on how to move forward. This could include additional large-group or small-group discussions.
 - b) Either here or in Moving Forward, the Conference will decide how to carry forward proposals or topics that ~~received considerable support but were not identified for discussion~~ were discussed.
 - 7) Moving Forward session (Saturday afternoon)
 - a) Any outcomes from the New Proposals process that need a final vote will be addressed.
 - b) Any other issues from the week’s work that need a final vote will be addressed.

Motion 37: To adopt the 2023–2025 Reimbursement Policy.

As we said in the *CAR*, “Typically, the NAWS Strategic Plan is included in the Conference Approval Track material along with the project plans it gives rise to. This is not a typical cycle, however, and we have not engaged in our strategic planning process this cycle. We are still catching up on work and will be offering project plans for work we are already committed to and for work the conference prioritizes. We intend to reboot the strategic planning process at the upcoming WSC with the help of the conference. More will be revealed.”



A Vision for NA Service inspires all of World Services' work. We have long-term goals we need to reach to fulfill our part of the vision.

A Vision for NA Service

Approved by the World Service Conference in 2010

All of the efforts of Narcotics Anonymous are inspired by the primary purpose of our groups. Upon this common ground we stand committed.

Our vision is that one day:

- Every addict in the world has the chance to experience our message in his or her own language and culture and find the opportunity for a new way of life;
- Every member, inspired by the gift of recovery, experiences spiritual growth and fulfillment through service;
- NA service bodies worldwide work together in a spirit of unity and cooperation to support the groups in carrying our message of recovery;
- Narcotics Anonymous has universal recognition and respect as a viable program of recovery.

Honesty, trust, and goodwill are the foundation of our service efforts, all of which rely upon the guidance of a loving Higher Power.

NAWS Long-Term Goals

In a continuous effort to realize our vision, NA World Services strives to achieve these goals:

1. NA is understood and accepted as a relevant, reliable, safe, compatible, and spiritual program of recovery by addicts for addicts.
2. A network of worldwide trusted servants acts as an effective, consistent NA resource for local governments, professionals, and the media.
3. NA is a truly global Fellowship with increasing access to literature in all languages and a commitment by all to work together to grow the Fellowship.
4. Technology is used more effectively to communicate in a timely manner, make it easier for members to contribute and participate, expand access to workshops and service tools, and support Fellowship development efforts worldwide.
5. Every member understands the concept of self-support and demonstrates commitment to the Fellowship by contributing of their time, abilities, and available resources.
6. We are able to grow the Fellowship, develop literature, and improve our ability to carry the NA message by operating a sustainable organization with sufficient revenue, human resources, and infrastructure.
7. More members are discussing and building consensus on issues at all levels, generating a greater sense of trust in the global decision-making process.
8. All components of the service system work collaboratively to realize our NA Vision and goals.

2023–2025 NAWS Project Plans

A Guide to World Services in NA directs the World Board “to develop project plans, which include budgets and timelines for all prospective non-routine World Services projects.” In keeping with the World Service Conference’s commitment to being a collaborative, discussion-based body, the project plans presented here invite conference influence and, in most cases, the specific focus of the plans will be determined by the conference based on the work it prioritizes. We look forward to the insights, collaboration, and compromise that we believe will result in both the best project plans and the most prudent use of limited resources. As we have previously reported, we are planning for no face-to-face meetings of workgroups in the upcoming cycle. Work will be accomplished with virtual workgroups, open web meetings, online surveys for Fellowship input, and/or focus groups. We also intend to continue posting rather than mailing drafts and project-related materials. The use of technology to meet and disseminate information means that the costs for the projects will largely be limited to opportunity costs.

Although it will be five years between face-to-face meetings of the WSC, and NA World Services has been severely impacted by the pandemic, much project-related work has been accomplished virtually. We completed a new book, *A Spiritual Principle a Day (SPAD)*, which was approved at the 2022 interim WSC, and gathered Fellowship-wide input to create Virtual Meetings Basics and to propose revisions for the *FIPT* and its Operational Rules. We have also surveyed the Fellowship about drug replacement therapy/medication-assisted treatment (DRT/MAT) as it relates to NA as well as asked for ideas to revise the IP *The Loner*. We also organized a number of virtual meetings to discuss the role of zones.

We have held numerous webinars open to any interested member to provide us with guidance and experience about online meetings and effectively carrying the message virtually, along with other focuses such as New Ideas for Fellowship Development and Attracting Members to Service.

The input we received from delegates has helped and will help to shape the current and future focus of NA World Services’ efforts. We plan to take another step to improve the collaboration on planning by asking delegates at WSC 2023 to begin the process of creating the next cycle’s strategic plan.

For the first time, none of the project plans that follow have a corresponding line item in the proposed budget since they are planned to be accomplished virtually. They still need WSC direction and support, as well as a commitment of NA World Services human resources, meaning World Board and staff time. We will also be creating virtual workgroups for WSC Seating and *Reaching Out*, as we typically do, and for other work as needed. We typically provide notice and report about all workgroups to conference participants in *NAWS News* and *NAWS Update* emails.

All of the projects listed below require collaboration between delegates and NA World Services throughout the cycle. We look forward to your input every step of the way and to a bold leap forward in effective communication and cooperation between conferences.

The Conference Sets the Focus

In 2016, we took what was then a new approach to project plans for recovery literature and service material. We included general project plans in the CAT, and the conference determined the specific focuses using the *CAR* survey results to help guide their decisions. The advantage to this approach is that it allows the conference to look at all of the possibilities side by side and make careful choices about what they consider most pressing to do first. Regional and zonal motions often call for project plans about specific IPs, and many of these have been, and we expect will continue to be, supported. The challenge is that support for these motions is an indication that members like the ideas, but it does not provide the WSC or the World Board with a sense of which ideas members and participants consider a priority. Including all of the ideas in the *CAR* survey allows members to express what they consider most important to work on first.

Since 2016, we have used the same approach of presenting general project plans for recovery literature and service material except when presenting project plans to continue work on projects we have already started, such as the Spiritual Principle a Day Project. This cycle, though we have done an initial survey for a possible new IP and a possible revised IP, we are keeping these project plans general and letting the WSC determine the focus.

Recovery Literature Project Plans



We learned a lot during the last cycle about how much we can accomplish when we leverage internet technology in project work. For the first time in NA history, we were able to work on a book-length piece all cycle without meeting face-to-face. A big reason why we were so successful in this approach is that the Spiritual Principle a Day workgroup had met in person a number of times during the cycle before. We wouldn't recommend a completely online approach for a workgroup tasked with producing a long piece of literature, but virtual work can be ideal for shorter pieces such as IPs. We intend to do all of the work virtually for the two literature projects in this CAT—accomplishing work through surveys, input forms, webinars, and/or virtual workgroups or focus groups.

The *CAR* survey includes all of the ideas for recovery literature, service material, and Issue Discussion Topics that we have been sent, as well as the ideas from regional and zonal motions that were passed in 2018 and 2020 and ideas in the 2023 *CAR*. The conference will use survey results to help determine what to focus on in the first four projects here.

NEW RECOVERY INFORMATIONAL PAMPHLETS

A list of 19 ideas for IPs is included in the 2023 *CAR* survey. These ideas include several from previous regional motions approved by the WSC. Social media is an idea from a regional motion adopted at WSC 2018 to create a project plan to convert the social media service pamphlet to an IP. An IP for women in recovery is another idea for a project plan from a regional motion that passed, in this case the motion that was passed in 2020. Drug replacement therapy/medication-assisted treatment (DRT/MAT) as it relates to NA is an idea from a regional motion passed in 2018 and then supported as an Issue Discussion Topic in 2020. There are also items on the list from motions in the 2023 *CAR* to create project plans. As we explain in the introduction to the 2023 *CAR*, there are more ideas for projects than there are resources to accomplish them. That is why we utilize a survey to get a sense of members' priorities and to ask the conference to select the focus for literature and service material projects.

We will be asking WSC 2023 to prioritize the list of possible topics for new IPs to serve as the foundation for this project, using the results of the *CAR* survey as a resource in their decision-making.

Whatever topics the conference chooses as a priority for IPs, we will begin with a specific survey about the issue to see what the Fellowship wants to see in an IP about the prioritized topic. If DRT/MAT as it relates to NA is chosen, we will use the results of the survey conducted this cycle.

That survey ended a few weeks before we are drafting these project plans. There were thousands of responses, and we have been focused on publishing the *CAR*, supporting materials, and translated versions. We will provide a summary of the responses in the 2023 *Conference Report*, and discuss the results at the WSC. For now, we can say that the Fellowship does not seem to have a consensus on these issues beyond a shared recognition of the importance of the Third Tradition and the ideas already published in the PR pamphlet *Narcotics Anonymous and Persons Receiving Medication-Assisted Treatment*. (See the last set of links on this page, www.na.org/pr, for that pamphlet in seven languages.) Given that lack of consensus, we are not sure if the conference will want to prioritize this topic or choose something different from the list.

After we survey the Fellowship about a potential piece of recovery literature, we typically create a workgroup to work with the WB and staff to develop the piece. That workgroup would be virtual for the cycle ahead. When a draft is produced, we notify the Fellowship and post the draft for at least a 90-day Fellowship review and input period. The draft is revised based on the input received, and ultimately an approval draft is included in the *CAR*. Because the focus of the IP is not yet defined, it's not practical to try to frame this project beyond those general parameters. All work will be accomplished virtually, so the only expense will be in WB and staff time.

REVISING EXISTING RECOVERY INFORMATIONAL PAMPHLETS

Addendum E of the 2023 *CAR* contains a list of all recovery and service materials published at NA World Services. The list includes the creation date, the last revision date, and the languages into which each piece is currently translated. Many IPs have never been revised or have not been touched in decades. In some cases, this may be intentional, but for many of the pamphlets it seems to be more about our lack of commitment to review and/or revise existing materials.

Many IPs, booklets, and books are included as revision choices in the 2023 *CAR* survey. We do not have the resources to take on a book-length revision project in the cycle ahead, but we continue to believe it's past time to start updating IPs. In 2020, the WSC had consensus when they selected IP #21, *The Loner*, as the focus for the Revising Existing IPs Project Plan. We have surveyed the Fellowship about possible revisions, and we will include a summary of those survey results in the 2023 *Conference Report*. We would like to take the next steps in the process of revising *The Loner*, but we are open to whatever the WSC chooses.

The Loner was written in 1986, long before the internet and technology made online and virtual types of connections possible, and the IP is embarrassingly outdated. We received input from members who are or have recovered as "loners," and the IP would allow them to share their experience with other members looking for experience, strength, and hope.

If taking the next step with IP #21, *The Loner*, is supported, we would follow the typical process and create a draft, send it out, and post it on na.org for at least a 90-day Fellowship review and input; revise the draft based on the input received; and ultimately have an approval draft in the next *CAR*. If a different focus is selected, we would begin this project by surveying the Fellowship.

We are asking WSC 2023 to choose at least one IP for revision this cycle.

ISSUE DISCUSSION TOPICS (IDTs)



Our experience with IDTs has changed and grown over time. IDTs have created the basis for many of our current service pamphlets (SPs), because they helped us to gather best practices from the Fellowship. Over the course of the last cycle, discussions on DRT/MAT as it relates to NA have helped us gather information to shape the New Recovery IP Project Plan above.

Though not a formally selected IDT, we have also had Fellowship-wide discussions on virtual meetings and carrying the message effectively and virtually this cycle that have helped NA continue to thrive through the pandemic and given rise to our newest piece of service material, *Virtual Meeting Basics*.

We encourage participants to think about what topics they believe we need to share and gather Fellowship-wide experience about when choosing the IDTs for the 2023–2025 cycle.

We plan to schedule time at WSC 2023 to begin framing the strategic plan for 2023–2025. This discussion will take place before the IDT list is prioritized and may influence which topics the WSC wants to carry forward into the upcoming cycle. Participants will also have the results of the *CAR* survey before they are asked to choose the IDTs for the cycle.

The conference often prioritizes topics related to itself, and we would urge participants to also think about group-focused topics that may be of broader interest to NA as a whole.

Having a variety of IDTs that fit different needs and audiences makes sense to us. Regardless of the topics selected, the WB will be asking conference participants to help frame the focus of the IDTs for Fellowship discussion, and, as always, we will distribute session profiles and PowerPoints to assist in workshop efforts.

NEW AND REVISED SERVICE TOOLS



For the Service Tools Project, we are taking the same approach described for the two literature projects and the IDTs above. We are offering a general project plan here with the specific focus to be determined by participants at WSC 2023, using the *CAR* survey results as a resource when making that determination.

We have made progress with the Local Service Toolbox. We have posted *CBDM Basics*, *Serving in Rural and Isolated Communities*, *GSR Basics*, and most recently, *Virtual Meeting Basics*. All of this work has been accomplished virtually, and we want to thank the members who submitted materials and/or participated in online discussions and focus groups.

There is a long list of possible service tool topics in the 2023 *CAR* survey, and we have asked members to choose up to three new topics and two revisions. We believe all of these topics—new service material and revisions—can be tackled working virtually, utilizing focus groups and open web meetings. The approach will depend on the topics chosen by WSC 2023. We also believe that many zonal forums are willing and able to provide input and ideas for the development of new tools, and this may be an opportunity to better partner with zones. We will be asking the WSC to prioritize as many topics as they want, and we will work through them as time and resources permit.

FUTURE OF THE WSC



The scope of this project will depend on the decisions made at WSC 2023 regarding Motion 9 in the 2023 *CAR*. If Motion 9 is adopted, a main focus of this project will be developing ideas about how a three-year cycle might work. Even in that focus, there is much more than just the length of the conference cycle to be addressed. We've said elsewhere in our reporting that if you stretch a canvas, you can paint much more on it, and this project will be framing ideas to help participants paint a picture of the future of the WSC. Some of the topics that participants have raised that we anticipate will be focused on include vetting *CAR* motions and the *CAR* survey, determining what must be decided in person and what can be decided virtually, and improving communication between meetings. The ever-growing size of the WSC has been a discussion topic for years and will also need to be addressed, which will include a focus on the criteria for the seating of regions and zones. If Motion 9 is not adopted, there are still improvements to be made and ideas to be discussed, but the pace and priority of this project will be lower.

One of the many ideas we have heard this cycle from conference participants is improving the collaboration and planning between zonal forums and NA World Services. We plan to further this discussion at WSC 2023 and expect it to be a focus of this workgroup.

The World Board has asked zones to select a person for this workgroup by WSC 2023. All work will be done virtually and discussions at WSC 2023 will help to frame the work.

INVEST IN OUR VISION



This project is focused on communicating the connection between the pursuit of A Vision for NA Service and the concept of self-support. The goal is to raise understanding of and commitment to the need to contribute both time and resources to NA, and NA World Services in particular.

This has been a focus of the Business Plan Group for the past cycle, and that group would form the workgroup for this project.

Some of the project goals include generating ideas to help members better understand the work Fellowship contributions help to fund; reaching out to current contributors to get ideas of what made them contribute; setting goals for Fellowship contributions as a proportion of NAWS' income; and raising awareness of the importance of recurring contributions as the most stable source of income for NAWS.



Status of Projects Adopted for the 2020–2023 Cycle

WSC 2020 passed the following motion related to projects:

Motion V3

Maker: World Board

As WSC 2020 participants, we acknowledge our understanding and acceptance that all 2020–2022 project plans were created and offered before the current world crisis and public health–imposed quarantine and will only be worked on when and if the resources become available. We will consider each project plan presented for the 2020–2022 cycle on a project by project basis as required by current conference policy with this qualification. We will also provide priorities for the plans for new and revising existing Recovery IPs, IDTs, and the Local Service Toolbox plan.

Decision: 116 yes – 10 no – 2 abstentions – 2 present not voting

Carried by Consensus 91%

We very much appreciate the conference's ongoing understanding about the crisis we found ourselves in and the resulting resource shortages we continue to face. Nonetheless, we are proud to report that we have made progress on all six projects approved at WSC 2020, completing or providing the deliverables for five of the six to the best of our ability.

THE SPIRITUAL PRINCIPLE A DAY BOOK PROJECT

This project workgroup met virtually throughout the first two years of the 2020–2023 cycle. *A Spiritual Principle a Day* was approved by consensus at WSC 2022.

REVISING EXISTING RECOVERY INFORMATIONAL PAMPHLETS

WSC 2020 selected *The Loner* as a focus for this project. We surveyed the Fellowship, asking what members would like to see in a revision, and we are ready to work on revising the IP if it is selected as a priority for the Revising Existing Recovery IP Project at WSC 2023. We will include a report on the survey results in the 2023 *Conference Report*.

ISSUE DISCUSSION TOPICS (IDTs)

WSC 2020 accepted “DRT/MAT as it relates to NA—what do we want to say in a piece of NA literature?” as an IDT for the cycle and approved a Fellowship survey about this topic. We surveyed members about the topic until the end of November, and will report on the results in the 2023 *Conference Report*.

Though not formally approved, the two topics that were the focus of the Local Service Toolbox Project—best practices for online meetings and carrying the NA message effectively and virtually—have, in essence, been the focus of Fellowship-wide issue discussions this cycle as well, resulting in a new board-approved service tool and many locally developed resources posted at www.na.org/virtual.

LOCAL SERVICE TOOLBOX PROJECT

WSC 2020 prioritized two topics as the beginning focus for this project: online meetings best practices and carrying the NA message effectively and virtually. The essay that introduces Motion 4 in the 2023 *CAR* summarizes some of the work for the cycle that resulted in Virtual Meeting Basics, which is posted in English and Spanish on www.na.org/virtual and www.na.org/basics.

ROLE OF ZONES PROJECT

The Virtual Meeting of Zones, which comprises zonal delegates, alternates, and contacts, was the workgroup for this project. They met throughout the cycle to share ideas and experience to help zones become more effective service bodies and to better define the relationship of zones to the wider Fellowship. We have held a meeting of the zones three times a year, and the conversations have been collaborative and beneficial. The group did not feel that they had anything to add to the description of zones at this time. The Work of Zones document on www.na.org/zones is a result of this project.

FELLOWSHIP INTELLECTUAL PROPERTY TRUST (FIPT) REVISION PROJECT

This workgroup met virtually throughout the cycle to work on what will be the first changes to the Trust itself if Motion 1 is passed at WSC 2023. The introductory essay to that motion details the work of this project. The board posted the proposed revisions to the *FIPT* for six months, and the response was overwhelmingly positive. Addenda A and B of the 2023 *CAR* show the results of this project.

Understanding the Proposed Budget for 2023–2025

Introduction

This introduction gives an overview of some of the significant trends in the budget we are proposing for the next two years, and it explains some of NAWS' basic budgeting terminology and practices. If this is your first experience looking at a NAWS budget proposal, you may find it helpful to read this introduction more than once. This document can be considered a road map for the budget proposal.

We are offering a two-year budget to reflect current conference policy. The *2023 Conference Agenda Report* contains a motion (#9) to approve a three-year World Service Conference cycle on a trial basis following WSC 2023 through WSC 2029. If Motion #9 is adopted, a one-year budget for 1 July 2025 through 30 June 2026 will be offered for approval at an interim WSC. This interim WSC meeting would need to be scheduled before the 2025–2026 fiscal year begins. We took a similar approach this cycle, with the WSC passing a one-year budget at the interim WSC in 2022.

To explain the proposed budget, it may be helpful to understand some key principles of accounting in the nonprofit sector. As you probably know, a budget forecasts the income and expenditures for a specific period. In this case, you'll be looking at the funds we anticipate receiving and spending over the course of the next two fiscal years: fiscal year (FY) 2024, which runs from 1 July 2023 through 30 June 2024; and FY 2025, which runs from 1 July 2024 through 30 June 2025. The budget covers the activities for all of World Services' branches and literature distribution centers including Chatsworth, Europe, Iran, Canada, and India.

Our budget projections are based largely on our experience. As you'll see, there's a direct relationship between the actual income and expenses of the previous two years and what we propose for the next two years. These figures are reported side by side for easy comparison.

While a budget serves as an important administrative tool, it's also a plan of action, a reflection of our priorities, and a tool for coping with adverse situations, known and unknown. The NA World Services budget reflects the Fellowship's collective decision to use proceeds from literature sales to fund NA services worldwide. In previous years, savings on the production side have made it possible to continue to offer literature at reasonable prices while investing any excesses back into the vital work of translations, public relations, support for existing NA groups, members, service committees, and overall Fellowship development, to name a few of the core services NAWS provides and supports. You'll see these priorities in the budget that follows. We remain committed to keeping literature affordable, but the reality of drastic increases in production costs and the cost of delivering services challenge us. Fellowship contributions have helped tremendously. We expect that we will continue to experience production cost increases in the upcoming cycle.

In the draft budget proposal for 2023–2025, you will see fiscal years 2021 and 2022 actual income and expense in the first two columns. The income and expenses for 2021 are described in the *Annual Report*. At the time of this writing, we still do not have an approved audit for 2022, so these figures are labeled unaudited. We do not expect any significant changes in the final audited figures, and expect to have an approved audit and the 2022 *Annual Report* released to you by WSC 2023.

There is not much that is typical in these COVID-impacted financial years. For fiscal year 2021, you will see excess revenue of \$691,630. Comparisons of actual to budget figures are provided here, with additional explanation in the 2021 *Annual Report* and in other financial information provided bimonthly to conference participants. For fiscal year 2022, you will see excess revenue of \$2,340,171. This was only possible because of severe cuts in staff

and other operations at NA World Services and the generous contributions from the Fellowship, which averaged \$1,977,966 per year over these two fiscal years. This income was needed to help sustain our reduced operations and rebuild the reserves that NA World Services used to survive during the pandemic. It is critical that we rebuild our reserves to prepare for major expenses we know are coming. These major expenses include the costs to hold the in-person WSC 2023, update our computer infrastructure, and shift to a more usable cloud-based financial enterprise. In so many ways, NA World Services is having to reinvent itself operationally. We have been forced to do more with less, but doing so requires that we make some investments in our infrastructure so that we can continue to work smarter. We have learned some lessons from the COVID years that, although painful, will eventually be beneficial to the organization.

In trying to prepare for the budget each cycle, we conduct an evaluation of the previous two fiscal years' financial experience, the current economic situation of all the countries where NAWS has physical operations, and the general economic conditions in the countries where we distribute materials. We then look for any trends or patterns in that information with an eye toward anticipating the future budget cycle financial experience. In some cases, that picture is not a rosy one. It often means that we have a demand for services that can, and often does, exceed our available income stream. That was the case in the pre-pandemic budget cycle when we anticipated a deficit budget for the first half of the cycle. Despite the fact that our expenses have often exceeded our income, we were able to accomplish all of the activity we budgeted for, as well as absorb increases in costs, thanks to a sufficient existing Operating Reserve. That reserve and the rapid reduction in staff allowed NA World Services to survive the global shutdown. We are again projecting a deficit for the first year of the cycle, but not for the overall two-year budget for the cycle ahead. While this is not a deficit budget for the cycle, it remains the case that the demand for services seems to be outstripping our income. It looks as though that will be true for the foreseeable future.

It is always important to remember that in a nonprofit organization like ours there will never be enough resources, both human and financial, to meet all of the needs of a global Fellowship in a timely fashion. There will often be times when communities are waiting for things to be accomplished. This is just the nature of the organization we serve. Resources are finite, but the need is infinite. We deeply appreciate the patience that NA members and communities have demonstrated in the past couple of years, and we want to assure you that we are working tirelessly to get things done as soon as possible.

Fixed costs across four activity areas

NA World Services' activities fall into four categories:

- Literature Production and Distribution
- World Service Conference (WSC) Support
- Fellowship Development
- Events

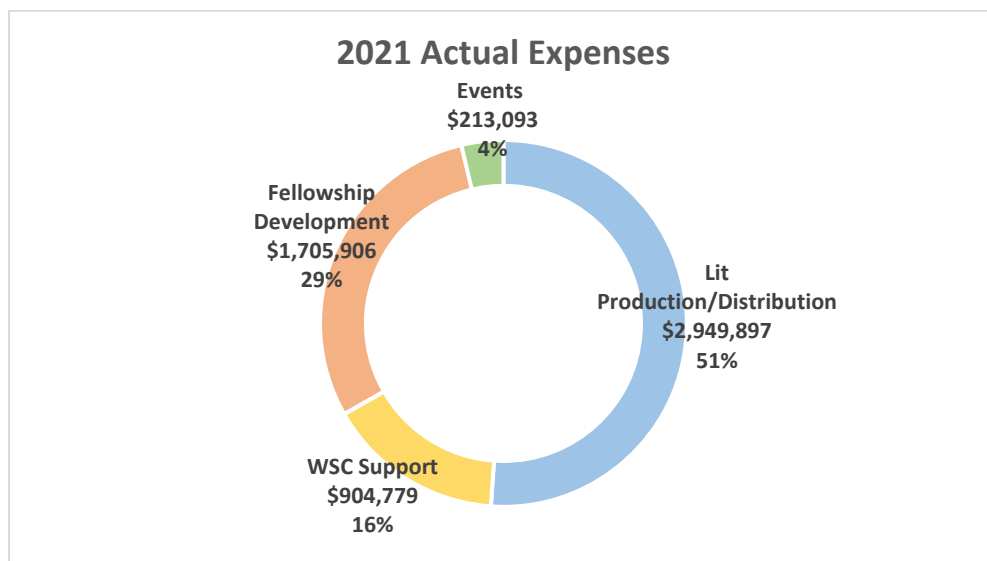
In preparing our two-year budget, we assign percentages to these categories based on the number of staff devoted to an activity, the approximate number of labor hours, and the amount of building space required. We forecast our budget for each of these areas based on these percentages and allocate our fixed operational expenses—costs that are ongoing, repeated, or regular—to each category proportionally. The total expenses for Accounting, Personnel, Overhead, and Technology are divided by these percentages and attributed to these expense areas in the budget.

Again, this proposal includes projections that will require us to utilize operating resources to accomplish the work projected.

2021 Allocations compared to proposed

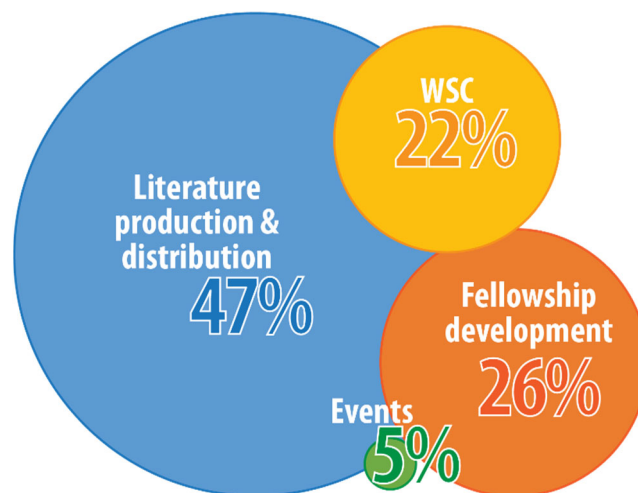
	2021 Total Actual Expenses	23-25 Budget Allocation for Expenses
Literature Production and Distribution	51%	47%
WSC Support	16%	22%
Fellowship Development	29%	26%
Events	4%	5%

Actual expenditures, FY 2021



In projecting the expenses for 2023–2025, we allocated funds in anticipation of planned activities and in response to changes in the economic environment. We plan to resume some portion of previous activities for Fellowship Development, and our recent staff additions for meeting/database and translations reflect that. Following is a brief description of the operational costs anticipated for each budget category:

Percentages assigned to fixed or operational costs in the 2023–2025 budget



Activity areas and adjustments for 2023–2025

Literature Production and Distribution: During the pandemic, a greater percentage of World Services resources shifted to Literature Production and Distribution compared to years past. Prior to 2020, this percentage was typically budgeted in the 33–38% range, but when the global shutdowns came, most of our staffing and activity reductions were in the other three categories. Literature Production and Distribution has historically been the financial engine of NA World Services, and during the 2021 fiscal year more than half of our operational expenses were in this category. The proposed budget allocates 4% less of all NA World Services activities to this category. This is a result of coming out of survival mode and resuming some of our vital services with new and existing staff. That the largest percentage of our fixed costs still goes to Literature Production and Distribution is a reflection of the complexity of supporting our current catalog, with more titles in more languages than ever before, and the work required to get these items published. We produce literature in 57 languages. At the close of FY 2021, our catalog included 1,309 titles, and that number continues to increase. [Here is a list](#) of all of the titles we publish and the various languages in which they are available.

World Service Conference Support: WSC Support includes the expenses for the in-person and virtual meetings and all of the expenses directly related to the WSC. This includes all expenses for the World Board, Human Resource Panel, WSC Cofacilitators, translation of conference and board-related publications, and administration of conference-related projects. In 2021, 16% of our activity was allocated to conference-related expenses. We've projected an increase in this type of activity, with 22% of fixed expenses allocated for WSC Support in the 2023–2025 budget. This is similar to pre-COVID levels.

Fellowship Development: FD encompasses all of the other ways NA World Services supports the continuation and growth of NA worldwide. This budget area includes the direct support we're able to extend to individuals, groups, and service bodies, including a portion of what's spent to provide free and subsidized literature. It also includes public relations, translation of publications, travel, and workshop expenses. We've allocated 22% of the 2023–2025 budget for FD as we slowly rebuild, although the actual for 2021 was 29% of total expenses. Both of these percentages are below their pre-pandemic levels.

Events: We're planning a World Convention for 2024, which will require significant time, effort, and resources. We are keeping the same 5% allocation for 2023–2025 that we had in the last several budgets.

Activity in this area will be higher as we approach the World Convention, but 5% seems like a realistic average over the cycle.

Operational costs that we allocate by these proportions

Having estimated the proportion of effort (time, space, and resources) required by our four activity areas, we apply these proportions to four expense categories: Accounting, Personnel, Overhead, and Technology. These expenses are needed for the day-to-day operations at NA World Services, and are not easily assigned to a single function. In the budget that follows, you'll find a portion of each of these indirect costs assigned to the four activity areas according to the percentage established for the coming two-year cycle.

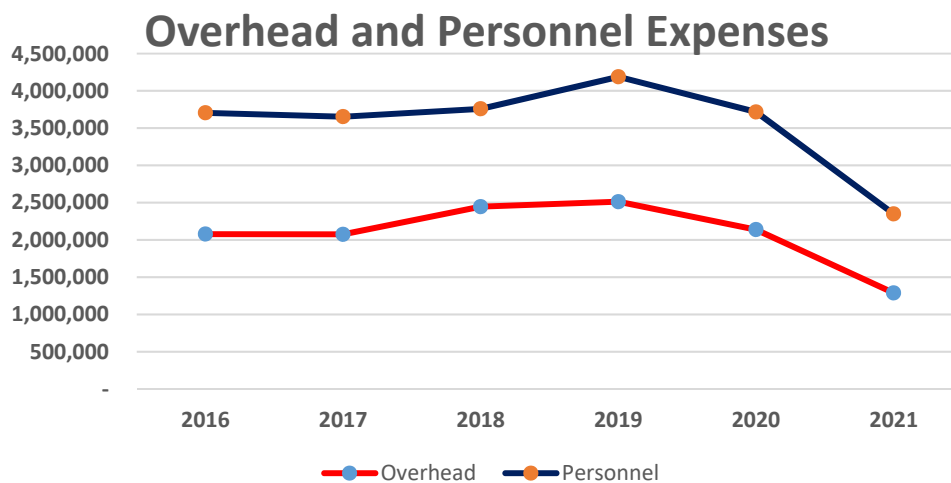
The table below takes the combined total for two fiscal years, 2021 and 2022, and divides it by two to determine what's known as an *annualized* figure that serves as the 2020–2022 basis. The next columns list the projected costs and the percentage of increase in each expense category for each fiscal year in the proposed budget.

Operational costs allocated to four activity areas

Expense Category	2021 & 2022 Basis	Proposed for 2024	% Increase	Proposed for 2025	% Increase
Accounting	\$57,877	\$57,877	0%	\$57,877	0%
Personnel	\$2,393,883	\$3,231,742	35%	\$4,039,677	25%
Overhead	\$1,368,721	\$1,471,375	7.5%	\$1,581,728	8%
Technology	\$404,132	\$444,545	10%	\$488,999	10%

Overhead and Personnel expenses

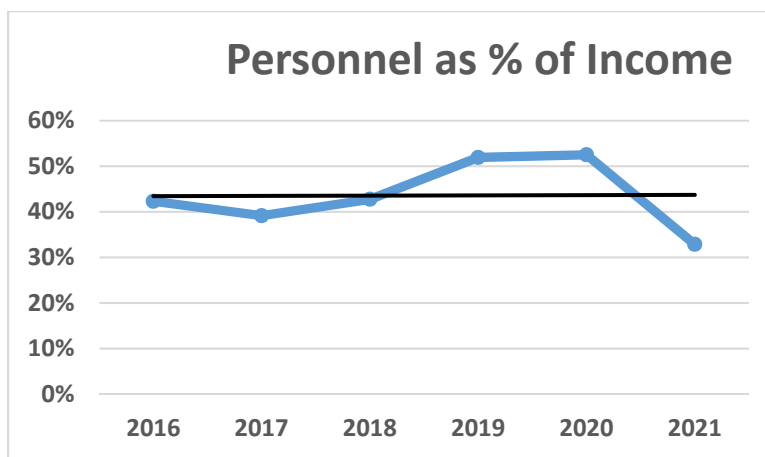
This shows the effect of deliberate decisions to reduce costs over the past two fiscal years.



As the above graph shows, we greatly reduced Personnel and Overhead expenses in order to survive during the pandemic. In order to resume some of our mission-critical activities, we must increase staff and

personnel expenses. This is necessary to replace some portion of the reductions in staff we have experienced and to take care of rising costs for the existing staff. The proposed increases would bring us back to pre-pandemic levels and are the easiest to control. These increases would only be made if there is the income to support them.

Overhead and Technology increases are projected because this is the reality of the world we live in today. Prices are rising across most expense areas, and we do not expect that to change soon. We are increasingly dependent on technology to function internally and to connect to members and the public on www.na.org. The budget reflects our continual need to use our resources to improve this vital connection.



Fixed operational cost categories

Accounting: This includes professional services for annual audits and random forensic spot checks; costs to have an audit committee, as required by the Sarbanes-Oxley Act; and other professional services associated with sound financial management.

Personnel: This reflects all wages and salaries, payroll taxes, health and workers' compensation insurance, training, recruitment, relocation, and retirement plan expenses associated with special workers at all five locations of the World Service Office. It also includes contract labor hired for specific purposes.

Overhead: This includes facility lease expenses, maintenance and repair, telephone, utilities, postage, auto service and lease, reproduction equipment, office expenses, general insurance, amortization, bad debts, depreciation, bank charges, and fees associated with the five locations of the World Service Office. Bank charges continue to rise as use of the online store and credit card sales increase.

Technology: This reflects the expense for information services, computer leases, software, supplies, software application upgrades and updates, equipment leases and repair, and service contracts. Expenses associated with maintaining the na.org website; the expenses associated with the database, online group data collection, and meeting information; and web and software fees for event registration are also included here.

Reading the budget itself

The preceding pages describe the frame of our budget—the four activity areas (Lit Production, WSC Support, FD, and Events) as well as the four categories of ongoing expenses (Accounting, Personnel, Overhead, and Technology), known as “fixed operational expenses” or “fixed costs,” that are distributed proportionally to the activity areas.

The following pages break down the details that affect the 2023–2025 proposed budget and what is contained in each line item in the budget and in our financial reports. At this point, it might be helpful to have the budget handy and follow along as this narrative explains what you’re looking at in each section. Again, think of this cover as a budget road map.

The proposed budget provides a lot of information about our proposals for the next two years. The first column gives you the category name, followed by a column with the 2020–2021 actuals, a column with the 2021–2022 actuals, and then a column titled Base Year that averages or annualizes those two years. The last three columns give you a proposal for fiscal year 2024, followed by 2025, and then a total for the two-year cycle. We are using the annualized column (Base Year) as the basis for both the 2024 and 2025 fiscal years, without adjustments, except where otherwise noted.

2023–2025 World Services Projected Income

Recovery Literature—This category contains all of our Fellowship-approved recovery literature as defined under the *Fellowship Intellectual Property Trust*. A separate line item is shown for each book title. However, the line item for ePub books is a combination of all electronic literature sales. Other recovery literature income includes all Fellowship-approved pamphlets and booklets. This line item has continued to decrease as we make all informational pamphlets (IPs) and booklets available at no cost on www.na.org. We include a separate line item for Literature Income (Iran) in both income and cost of goods, shown in blue. We show Iran income separately and call out the budget totals without Iran because, as we have repeatedly reported, these funds are not readily available to us.

There are also two lines shown in purple for our newest book, *A Spiritual Principle a Day*. One line item is for the book that is on sale now and the second is for a special edition that we expect to produce in the 2024 fiscal year. Income from the book will decrease after the first few years of sale, as is typical of new titles, and the income from the special edition is a one-time income increase for these two fiscal years.

The line items in Recovery Literature and Other Inventory reflect a 7.5% increase for the 2024 fiscal year and a 10% increase for the 2025 fiscal year over the base year. The recent price increase and a return to more in-person meetings make this a realistic projection. Our largest customers ordered a stockpile of literature before the price increase, which will impact sales for the 2023 calendar year.

Other Inventory—This category includes keytags, medallions, and service materials, which are all shown as separate line items.

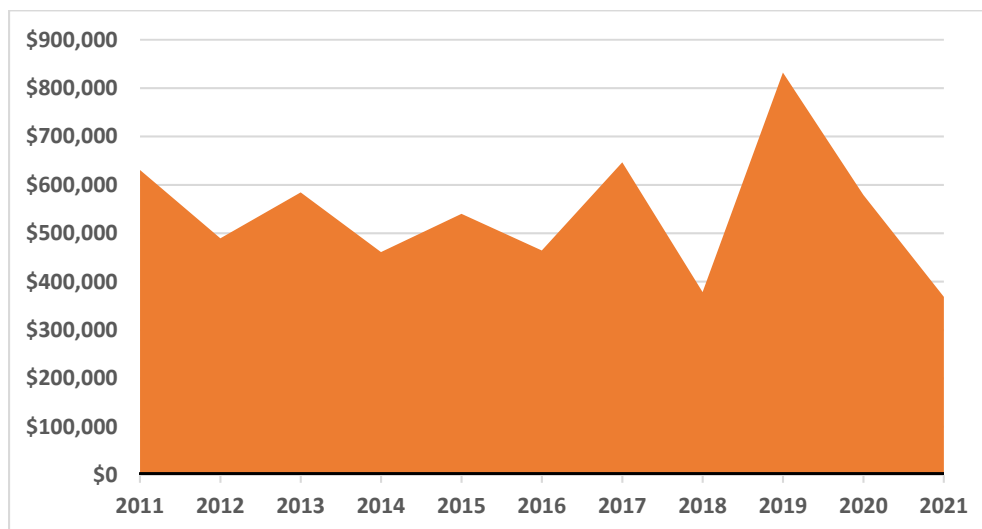
Shipping—This income is based on the estimated literature sales and the annualized actual income and expense.

Discounts—This is based on estimated literature sales and the projected discount level for those sales. The discount level varies based on the size of orders and whether the customer has a contract with us. (Our discount policy is posted at the bottom of this page: <https://www.na.org/?ID=catalog-products>.)

Developmental Subsidies & Allowances—This is the cost of subsidizing or reducing the price of literature (often free) provided to a growing segment of our worldwide Fellowship. Presently, to see the full value of this cost you have to add this amount to the line labeled Developmental Literature in the expense portion of the budget under Fellowship Development. The Developmental Literature amount includes the direct expenses for shipping, customs, and duties. For FY 2021, this combined total was \$368,235, which is lower than is typical due to the global shutdown. The annualized amount, based on 2021 and 2022, is \$461,054. We will continue to attempt to stabilize our costs for this important service by printing in various alternative locations, such as Argentina, Brazil, Russia, and Egypt. These are locations where

customs issues prevent us from getting literature to members reliably and in quantities sufficient to meet local demand. These are the circumstances under which we consider licensing local printing.

Free and Subsidized Literature 2011–2021



After these categories, you will see a subtotal for Gross Literature Income, meaning all funds received after discounts. To get to Net Income, you first have to deduct the cost of producing that literature.

Cost of Goods Sold (COGS)

To determine net income, we take what's described above and found on the first page of the actual budget and subtract the cost of goods sold (COGS). COGS fall into two categories, as follows:

Recovery Literature COGS—This section covers the costs of producing recovery literature—from the beginning of the manufacturing process to getting the produced items on our inventory shelves. Through staff efforts, we had previously avoided many of the cost of goods increases experienced by most publishers; however, all that changed last year. The global shortage of paper products will continue to impact costs as the publishing world continues to change. The costs shown under COGS are directly tied to the quantities included under Income for each line item.

The line items in Recovery Literature and Other Inventory reflect an 11% increase for the 2024 fiscal year and an 8% increase for the 2025 fiscal year over the base year. Increases in costs of goods have been drastic, but this is our best projection, based on what we are aware of today.

Other Inventory COG—This section reflects the costs associated with items listed under Other Inventory Income in the previous section, primarily medallions, keytags, and service material.

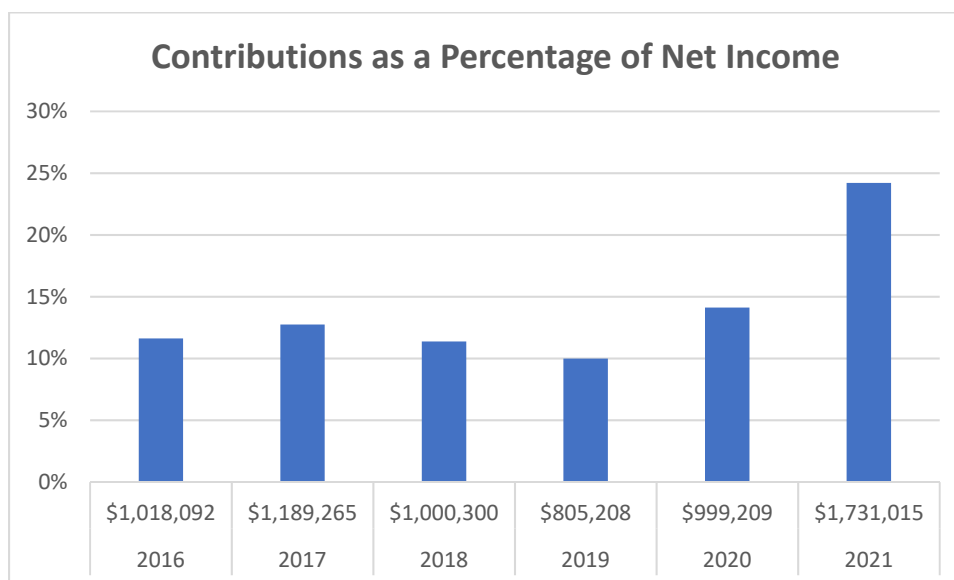
Net Literature Income

At this point in the budget—at the bottom of the second page, if you're following along—you will see that we've calculated a subtotal for net literature income by taking the gross income on page one, and subtracting the costs associated with producing those goods, the COGS detailed on page two of the budget.

Fellowship Contributions

We have a long history talking about contributions, and the Fellowship responded in an unprecedented way in fiscal year 2021. The chart below shows what can happen when members understand the need and have the resolve to meet it. As we have stated repeatedly, we cannot thank everyone enough for this

response. It was a result of members, groups, and service bodies around the world working together. There were even Zoom telethons that were not hosted by NAWS to talk about the importance of financially supporting World Services. Thank you all!



Now what? How do we keep the momentum going, as other needs and priorities develop on a local level? We do not have all of the answers but plan to continue the conversation. This budget reflects a 2.5% increase in contributions for both fiscal years. That may be ambitious, but it is vital to our future.

The World Board will continue to prioritize this conversation, with the focus on how we invest in our vision—including all of the ways members support NA—despite the fact that the pandemic crisis seems to be at bay. As a Fellowship, we have demonstrated to ourselves that we can shift the collective mindset about self-support, and that cultural change can have a tremendous impact. Thank you all for your vigilance in helping us to move toward contributions as the main funding source for our services.

Licensed Vendor Payments, Interest, and Miscellaneous

This is income from licensing vendors, primarily for material that we do not produce at NAWS, in order to protect the Fellowship’s trademarks. The income estimate is based on previous experience.

Operating Income

The final entry under income takes in all that’s been accounted for so far to calculate our total operating income for each year and the cycle.

2023–2025 World Services Projected Expense

The next sections of the proposed budget contain the expenses categorized under the four activity areas previously described—Lit Production & Distribution, WSC Support, Fellowship Development, and Events. Expenses are all calculated based on the annualized amount for the last two years, with the exception of the World Board, which is budgeted to accommodate 15 possible members rather than the current 13, meeting in person twice each fiscal year, rather than the three to four times a year pre-COVID. The WB has met via Zoom every month and once in person for the 2021 and 2022 fiscal years. The WSC is budgeted at \$650,000 due to the growing number of seated members as well as rising costs for travel and other expenses related to holding the WSC and increased technology needs. We appreciate the number of

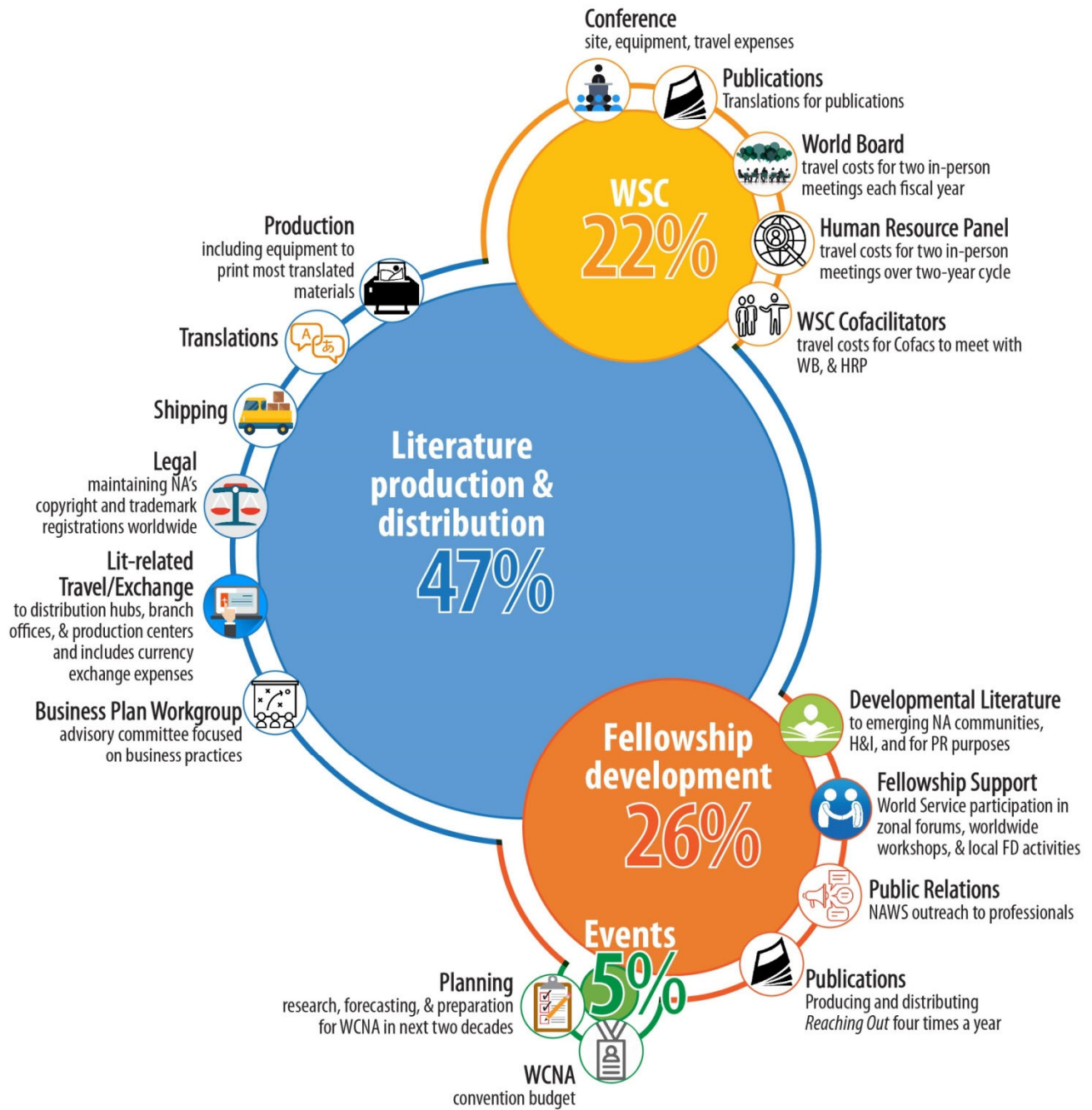
regions and zones that have paid the way for their delegates. This has helped keep costs from increasing more dramatically. The expenses for the WSC, as well as expenses for the WSC Cofacilitators and the Human Resource Panel, are shown in World Service Conference In Person Meeting. Other expense areas are increased by 5% for fiscal year 2024 and 6% for 2025. We are doing our best to budget responsibly, but like everyone we are confronting inflation across the board in our expenses.

Next, you will see a total for each of the four activity areas' fixed expenses. There are no variable or project expenses listed, which reflects our plans to continue accomplishing project work virtually. At the end of all expenses, you will see a subtotal for NAWS expenses. This is followed by a total or excess revenue/expense (without the event specific) line. This proposed budget reflects anticipated net income in the first fiscal year that covers the anticipated net loss for the second fiscal year and leaves a net profit for the cycle.

Following is the budget for WCNA 38, to be held in Washington, DC, from 29 August to 1 September 2024. WCNA 38 projected income and expense are shown by category. The local Support Committee for WCNA 38 is the only workgroup planned to meet face-to-face, supplemented by virtual meetings to reduce expense.

Excess Revenue/Expense Incl. Event Specific

After the WCNA expense, you will see the "bottom line" for the cycle shown on the line titled Excess Revenue/Expenses Incl. Event Specific. This shows a net income of \$521,622 for the cycle.



LITERATURE PRODUCTION & DISTRIBUTION

This section of the budget covers the expenses associated with distributing NA literature to Fellowship and non-Fellowship customers. Distribution occurs through the WSO in Chatsworth and its branches in Canada, Belgium, India, and Iran.

Fixed Operational Expense—This includes all Literature Production and Distribution costs that are not included under Total Cost of Goods Sold.

Production—This includes the lease for reproduction equipment to print most translated booklets and IPs, service materials, and publications. We've partnered with a local printer to produce all of our translated books and booklets to give us greater flexibility and control of small-quantity products and to ensure a consistent, higher quality of the materials. We moved the cost of equipment previously reported under Overhead to this line item in 2021.

Translations—The majority of our translation expenses are not shown in this line item. This line item only covers the direct expense for translations of recovery and service material into languages other than English that is not already captured under the COGS for each specific project. Most of the expense for translating recovery and service material is under COGS for each specific project, and the translation expenses for periodicals are in the two line items for Publications.

Literature Distribution (Iran)—This is the allocation for the literature that is sold in Iran. A combination of currency conversion rates and a 50% inflation rate elevated these numbers in the last cycle and forced us to increase prices.

Shipping—This expense is based on the shipping charges for estimated literature sales and announced or anticipated rate increases from our major carriers.

Legal—This is primarily the direct registration and legal expense associated with maintaining worldwide copyright and trademark registrations for Narcotics Anonymous, *The NA Way*, the NA Logo, the Group Logo, and the Service Symbol, as well as all recovery and service material. It may also include other direct costs to protect our intellectual property. We have budgeted more than we anticipate spending here to provide a cushion, given the amount of legal activity in the past cycle and the fact that we have active cases currently.

Business Plan Workgroup—This workgroup focuses on the routine business operations of NAWS and makes recommendations to the board on business matters. Additionally, a portion of this group fulfills the audit committee function, as required by law. This workgroup's function and expenses have been moved into fixed operations with the concurrence of the conference. For this cycle, this group will meet virtually.

Literature Production and Distribution Travel & Exchange Expenses—This allocation allows us to interact directly with branch offices and literature production locations around the world, and includes currency exchange loss or gain.

WORLD SERVICE CONFERENCE SUPPORT

Fixed Operational Expense—This section of the budget covers the expenses associated with support to all World Service Conference-related activities.

Publications—These are the expenses associated with translations of reports, primarily *NAWS News* and the *CAR*, as we are no longer producing and distributing paper reports.

World Service Conference—These are the expenses for the site and equipment needed for the event; funding for staff, World Board, WSC Cofacilitators, and the Human Resource Panel; and the travel expense for what was 118 delegates from around the world at the last in-person WSC and is now 129 delegates.

World Board—The World Board is scheduled to meet two times in person each fiscal year, which is a drastic reduction from pre-pandemic cycles, in which there were typically seven or eight meetings per cycle. This line item also includes incidental expenses associated with the World Board. The World Board has met virtually each month since 2020, and the Executive Committee (EC) meets virtually every two weeks.

The Executive Committee continues to schedule their in-person meetings to coincide with a World Board meeting.

Human Resource Panel—This group is scheduled to meet in person two times during the cycle to work on nominations and manage the World Pool. In the past, they have met five times per cycle. Part of one of their in-person meetings will be used for orientation and training. We have found that bringing people together in person early in the cycle allows the virtual meetings that follow to be more productive.

WSC Cofacilitators—The WSC Cofacilitators are scheduled to meet in person once to prepare for the conference with the World Board and HRP.

FELLOWSHIP DEVELOPMENT

Fixed Operational Expense—This section of the budget covers the expenses associated with support to the Fellowship.

Publications—These are the projected expenses for producing, publishing, and distributing *Reaching Out* four times per year. Because it is a publication designed to be distributed to incarcerated members, *Reaching Out* is our only production that cannot exclusively be produced electronically.

Fellowship Support—This is World Services' face-to-face interaction with the Fellowship, primarily in workshops and forums. This includes interactions at zonal forums, workshops, and local Fellowship development activities, as well as funding for events such as the African Zonal Forum. During the pandemic, economic and health considerations halted World Services' travel. The amount allocated to Fellowship Support in this budget is less than a third of the funds spent in previous cycles, so although there will be some travel, most of our interactions will still need to be virtual.

Public Relations—This is the cost of NAWS' efforts aimed at furthering NA's primary purpose by making professionals in various fields aware that NA is a community resource for addicts. This includes attendance at and participation in professional events for NAWS and NAWS' cooperation with local PR events. These activities reach those who interact with addicts on a regular basis and the public.

This line item also covers the cost to provide information about Narcotics Anonymous in various publications aimed toward professional fields such as corrections and treatment. Awareness of NA and NA recovery literature helps professionals connect addicts to the NA Fellowship.

Developmental Literature—This is the cost to distribute free literature to a growing number of developing NA communities, to hospitals and institutions, and for public relations purposes. The amount also includes the ever-increasing expenses for shipping, customs, and duties. To see the actual amounts, see the description for "Developmental Subsidies & Allowances" under the Income heading.

EVENTS

Fixed Operational Expense—This section of the budget covers the fixed expenses to the Fellowship associated with event planning and support.

Future and Prior Conventions—These are the expenses associated with planning up to five conventions at any time.

If you are following along in the budget draft, at this point you will see the total expenses projected by fiscal year and for the cycle. We have added the following line item, which was previously reported in Overhead:

Amortization & Depreciation Expense—Amortization and depreciation are accounting practices to write off the cost and value of an asset over its useful life. Amortization is used for intangible items such as trademarks and copyrights, and depreciation is used for tangible assets such as equipment and furniture. Amortization and depreciation are noncash expenses required under generally accepted accounting principles (GAAP).

WCNA 38 – Washington, DC, USA

Convention Budget—We stick the Convention at the bottom of the budget to show the effect of all the other activity prior to factoring in an event that occurs every three years and can differ drastically depending on where it is held. WCNA 38 is projected to allow for as close to break-even as possible. The World Board will set the registration price to cover the fixed expenses of audiovisual equipment, convention center rental, security and first aid, setup costs, and so on. Those “core” expenses are projected at an amount per expected registrant.

We are still in the planning stages for WCNA 38. We are providing an overview of income and expense in this budget draft, and we will report updated information as it is available.

2023–2025 World Services Variable Operations

The “Guidelines for the NA World Services Budget” (GWSNA, p. 28) call for a specific process for the consideration, evaluation, development, and approval of World Services projects, and those activities that vary from year to year.

This cycle we are proposing only one face-to-face workgroup, the workgroup for WCNA 38, as we have previously stated.

Other Financial Notes

We are proposing that the meal and incidental allowance for travelers increase from \$60 to \$70. The allowance set by the US government is up to \$74, and \$70 seems a fair compromise. The proposed reimbursement policy for 2023–2025 is included in this Conference Approval Track material packet for consideration at the upcoming conference.

The Cash Basis sheet for the proposed 2023–2025 budget will also be posted at or before WSC 2023. This sheet shows the actual cash values and planned utilization for NAWS each cycle. For example, there are items in the NAWS financial reports that have an impact on net proceeds but aren’t really cash that we spend. Things like the decreasing/increasing value of our Fixed Assets—called Depreciation/Amortization—are where these types of noncash items are reflected on our Statement of Financial Position, or what used to be referred to as the Balance Sheet. A reduction in our fixed asset value results in a lowering of our Net Proceeds on that statement. Since this is only an accounting entry, as it does not actually involve spending

that amount, we put that amount back into the reflection of our cash position to provide a more realistic view of our cash assets.

We then take those major expenses that we project to spend cash on and show their respective impacts on our cash position by the end of the cycle. Investments in computer hardware or software, furniture, leasehold improvements, or other items are just a few examples of these kinds of expenses. So, in a budget cycle where we expect a negative income/expense result, we allocate cash as a backup to better support our ability to accomplish the items mentioned above or projects approved by the WSC.

NARCOTICS ANONYMOUS WORLD SERVICES, INC.
PROPOSED BUDGET FOR FISCAL YEARS 2024 and 2025

	2020-21 Actual	2021-22 Actual	Base Year	Proposed July 2023 - June 2024	Proposed July 2024 - June 2025	Cycle Total for Fiscal Years 2024 and 2025
	audited totals	unaudited totals				
INCOME						
RECOVERY LITERATURE INCOME						
BASIC TEXT: Hardcover English	\$1,401,733	\$1,826,067	\$1,613,900	\$1,734,943	\$1,908,437	\$3,643,380
BASIC TEXT: Translated	173,845	214,555	194,200	208,765	229,642	438,407
BASIC TEXT: Softcover	837,092	980,117	908,605	976,750	1,074,425	2,051,175
JUST FOR TODAY	710,978	782,348	746,663	802,663	882,929	1,685,592
IT WORKS: HOW & WHY	542,225	633,164	587,694	631,771	694,949	1,326,720
SPONSORSHIP BOOK	24,976	27,561	26,268	28,239	31,062	59,301
STEP WORKING GUIDES	752,037	895,032	823,535	885,300	973,830	1,859,129
LIVING CLEAN	360,697	429,091	394,894	424,511	466,962	891,474
GUIDING PRINCIPLES	126,003	160,248	143,125	153,860	169,246	323,105
A SPIRITUAL PRINCIPLE A DAY				400,000	400,000	800,000
A SPIRITUAL PRINCIPLE A DAY SPECIAL EDITION				300,000	150,000	450,000
ePUB BOOKS	132,890	108,880	120,885	129,951	142,946	272,898
LITERATURE INCOME (IRAN)	187,602	277,746	232,674	250,125	275,137	525,262
OTHER RECOVERY LITERATURE	417,788	782,669	600,228	645,245	709,770	1,355,015
Subtotal	\$5,667,865	\$7,117,479	\$6,392,672	\$7,572,122	\$8,109,335	\$15,681,457
OTHER INVENTORY INCOME						
MEDALLIONS	\$686,953	\$845,463	\$766,208	\$823,674	\$906,041	\$1,729,714
KEYTAGS & CHIPS	627,304	964,887	796,095	855,802	941,383	1,797,185
NON-FIPT INFORMATION BOOKLETS	7,698	13,762	10,730	11,535	12,688	24,223
SERVICE MATERIAL	64,979	127,411	96,195	103,409	113,750	217,159
SPECIALTY ITEMS	98,348	257,538	177,943	191,289	210,418	401,706
MIRACLES HAPPEN	19,156	27,986	23,571	25,338	27,872	53,211
Subtotal	1,504,437	2,237,045	1,870,741	2,011,047	2,212,151	4,223,198
SHIPPING	\$541,668	\$660,406	\$601,037	\$646,115	\$710,726	\$1,356,841
DISCOUNTS	(953,053)	(1,332,041)	(1,142,547)	(1,228,238)	(1,351,062)	(2,579,300)
DEVELOPMENTAL SUBSIDIES & ALLOWANCES	(124,377)	(144,725)	(134,551)	(144,643)	(159,107)	(303,749)
Subtotal	(\$535,763)	(\$816,360)	(\$676,061)	(\$726,766)	(\$799,442)	(\$1,526,208)
=====						
Gross Literature Income (less discounts)	6,636,539	8,538,164	7,587,352	8,856,403.22	9,522,044	18,378,446.77
Gross Literature Income (without Iran)	6,448,937	8,260,418	7,354,678	8,606,279	9,246,907	17,853,185
RECOVERY LITERATURE COST OF GOODS SOLD						
BASIC TEXT: Hardcover English	\$258,233	\$450,781	\$354,507	\$393,502	\$424,983	818,485
BASIC TEXT: Translated	35,737	55,930	45,833	50,875	54,945	105,820
BASIC TEXT: Softcover	112,626	134,433	123,529	137,118	148,087	285,205
JUST FOR TODAY	75,430	107,575	107,575	119,409	128,961	248,370

NARCOTICS ANONYMOUS WORLD SERVICES, INC.
PROPOSED BUDGET FOR FISCAL YEARS 2024 and 2025

	2020-21 Actual	2021-22 Actual	Base Year	Proposed July 2023 - June 2024	Proposed July 2024 - June 2025	Cycle Total for Fiscal Years 2024 and 2025
	audited totals	unaudited totals				
IT WORKS: HOW & WHY	82,813	113,953	98,383	109,205	117,942	227,147
SPONSORSHIP BOOK	4,852	7,375	6,114	6,786	7,329	14,115
STEP WORKING GUIDES	70,819	150,369	110,594	122,759	132,580	255,339
LIVING CLEAN	53,920	101,492	77,706	86,253	93,154	179,407
GUIDING PRINCIPLES	20,209	17,041	18,625	20,674	22,328	43,002
A SPIRITUAL PRINCIPLE A DAY				70,000	65,000	135,000
A SPIRITUAL PRINCIPLE A DAY SPECIAL EDITION				55,000	20,000	75,000
ePUB BOOKS	39,867	32,664	36,265	40,255	43,475	83,730
LITERATURE PRODUCTION (IRAN)	100,338	155,301	127,820	141,880	153,230	295,110
OTHER RECOVERY LITERATURE	78,430	154,456	116,443	129,252	139,592	268,843
Subtotal	933,272	1,513,516	1,223,394	1,482,968	1,551,605	3,034,573
OTHER INVENTORY COST OF GOODS SOLD						
MEDALLIONS	\$127,302	\$168,216	\$147,759	\$164,012	\$177,133	\$341,145
KEYTAGS & CHIPS	118,022	212,483	165,253	183,430	198,105	381,535
NON-FIPT INFORMATION BOOKLETS	1,733	2,730	2,232	2,477	2,675	5,152
SERVICE MATERIAL	15,284	37,963	26,624	29,552	31,917	61,469
SPECIALTY ITEMS	32,804	59,712	46,258	51,346	55,454	106,800
MIRACLES HAPPEN	3,698	6,456	5,077	5,635	6,086	11,721
Subtotal	\$298,842	\$487,560	\$393,201	\$436,453	\$471,370	\$907,823
Total Cost of Goods Sold	\$1,232,114	\$2,001,076	\$1,616,595	\$1,919,421	\$2,022,975	\$3,942,396
Total Cost of Goods Sold (without Iran)	\$1,131,776	\$1,845,775	\$1,488,776	\$1,777,541	\$1,869,745	\$3,647,286
	=====	=====	=====	=====	=====	=====
Net Literature Income	\$5,404,425	\$6,537,088	\$5,970,757	\$6,936,982	\$7,499,069	\$14,436,051
Net Literature Income (without Iran)	\$5,317,161	\$6,414,643	\$5,865,902	\$6,828,737.27	\$7,377,161.82	\$14,205,899.09

NARCOTICS ANONYMOUS WORLD SERVICES, INC.
PROPOSED BUDGET FOR FISCAL YEARS 2024 and 2025

	2020-21 Actual	2021-22 Actual	Base Year	Proposed July 2023 - June 2024	Proposed July 2024 - June 2025	Cycle Total for Fiscal Years 2024 and 2025
	audited totals	unaudited totals				
FELLOWSHIP CONTRIBUTIONS by donor type						
<i>BREAKDOWN BY DONOR TYPE</i>						
Members	\$638,440	\$727,023	\$682,732	\$699,800	\$717,295	\$1,417,095
Groups	125,255	134,285	129,770	133,014	136,340	269,354
Areas	157,056	216,373	186,714	191,382	196,167	387,549
Regions	650,406	995,334	822,870	843,442	864,528	1,707,970
Events/Conventions	84,694	28,973	56,834	58,255	59,711	117,966
Unity Day	0	0	0	0	27,000	27,000
Zonal & Other Forums	75,164	122,929	99,046	101,522	104,060	205,583
Total Contributions	\$1,731,015	\$2,224,917	\$1,977,966	\$2,027,415	\$2,105,100	\$4,132,515
Other Income						
LICENSED VENDOR PAYMENTS	\$12,550	\$36,850	\$24,700	\$30,000	\$30,000	\$60,000
PPP CREDIT		\$563,362	\$0			
INTEREST	9,458	3,794	6,626	10,000	10,000	20,000
MISCELLANEOUS	1,272	(4,712)	(1,720)	0	0	0
INTERBRANCH	(8,913)	(0)	0			
Total Other Income	\$14,368	\$599,294	\$306,831	\$40,000	\$40,000	\$80,000
OPERATING INCOME (Not including event specific)	\$7,149,807	\$9,361,299	\$8,255,553	\$9,004,397	\$9,644,169	\$18,648,566
OPERATING INCOME (Not including Iran)	\$7,062,543	\$9,238,854	\$8,150,699	\$8,896,152	\$9,522,262	\$18,418,414

NARCOTICS ANONYMOUS WORLD SERVICES, INC.
PROPOSED BUDGET FOR FISCAL YEARS 2024 and 2025

	2020-21 Actual	2021-22 Actual	Base Year	Proposed July 2023 - June 2024	Proposed July 2024 - June 2025	Cycle Total for Fiscal Years 2024 and 2025
	audited totals	unaudited totals				
EXPENSE						
LITERATURE PRODUCTION & DISTRIBUTION						
FIXED OPERATIONAL EXPENSES						
PRODUCTION	\$851,566	\$864,299	\$857,933	\$900,829	\$954,879	\$1,855,708
TRANSLATIONS (not included in Cost of Goods)	33,053	20,663	26,858	28,201	29,893	58,094
LITERATURE DISTRIBUTION (IRAN)	-216,812	-209,685	-213,249	33,000	34,980	67,980
SHIPPING	538,873	662,519	600,696	630,731	668,575	1,299,306
BUSINESS PLAN WORKGROUP	0	0	0	0	0	0
LEGAL	242,451	223,485	232,968	244,616	259,293	503,909
LIT P&D TRAVEL AND EXCHANGE EXPENSES	(53,243)	48,130	(2,556)	12,000	12,720	24,720
ACCOUNTING	\$ 20,257	\$ 23,730	\$ 21,993	\$ 27,202	\$ 27,202	54,404
PERSONNEL (Includes amt budgeted to variable projects)	892,612	926,739	909,675	1,518,919	1,898,648	3,417,567
OVERHEAD	489,482	550,746	520,114	691,546	743,412	1,434,959
TECHNOLOGY	151,658	155,482	153,570	208,936	229,830	438,766
Total Literature Production & Distribution	\$2,949,897	\$3,266,108	\$3,108,003	\$4,295,981	\$4,859,433	\$9,155,414
Total Literature Production & Distribution (without Iran)	\$3,166,709	\$3,475,793	\$3,321,251	\$4,262,981	\$4,824,453	\$9,087,434
WORLD SERVICE CONFERENCE SUPPORT						
FIXED OPERATIONAL EXPENSES						
				Possible deferrment to 2026 fiscal year		\$671,900
PUBLICATIONS	\$2,508	\$1,809	\$2,158	\$10,000	\$10,600	\$20,600
WORLD SERVICE CONFERENCE IN PERSON MTG	184	31,941	16,063	60,000	650,000	710,000
WORLD BOARD	1,998	7,665	4,832	122,000	129,320	251,320
HUMAN RESOURCE PANEL	399	-	199	15,000	15,900	30,900
WSC COFACILITATORS	-	-	-	6,000	6,000	12,000
ACCOUNTING	\$ 11,728	\$ 13,738	\$ 12,733	12,733	12,733	25,466
PERSONNEL (Includes amt budgeted to variable projects)	516,776	536,533	526,654	710,983	888,729	1,599,712
OVERHEAD	283,385	318,853	301,119	323,703	347,980	671,683
TECHNOLOGY	87,802	90,016	88,909	97,800	107,580	205,380
Subtotal	\$904,779	\$1,000,555	\$952,667	\$1,358,219	\$2,168,842	\$3,527,061
Total World Service Conference Support	\$904,779	\$1,000,555	\$952,667	\$1,358,219	\$2,168,842	\$3,527,061

NARCOTICS ANONYMOUS WORLD SERVICES, INC.						
PROPOSED BUDGET FOR FISCAL YEARS 2024 and 2025						
	2020-21 Actual	2021-22 Actual	Base Year	Proposed July 2023 - June 2024	Proposed July 2024 - June 2025	Cycle Total for Fiscal Years 2024 and 2025
	audited totals	unaudited totals				
FELLOWSHIP DEVELOPMENT						
FIXED OPERATIONAL EXPENSES						
PUBLICATIONS	\$5,471	\$2,950	\$4,211	\$4,421	\$4,686	\$9,108
FELLOWSHIP SUPPORT	1,094	9,508	5,301	100,000	140,000	240,000
PUBLIC RELATIONS	500	187	343	10,000	15,000	25,000
DEVELOPMENTAL LITERATURE	243,858	409,149	326,503	404,000	428,240	832,240
ACCOUNTING	\$18,658	\$21,856	\$20,257	15,048	15,048	30,096
PERSONNEL (Includes amt budgeted to variable projects)	822,143	853,575	837,859	840,253	1,050,316	1,890,569
OVERHEAD	450,839	507,266	479,052	382,558	411,249	793,807
TECHNOLOGY	139,685	143,207	141,446	115,582	127,140	242,722
Subtotal	\$1,682,248	\$1,947,698		\$1,871,861	\$2,191,680	\$4,063,541
VARIABLE OPERATIONAL EXPENSES						
DAILY MEDITATION BOOK	23,657	8,096		0	0	0
Total Fellowship Development	\$1,705,906	\$1,955,794	\$1,830,850	\$1,871,861	\$2,191,680	\$4,063,541
EVENTS						
FIXED OPERATIONAL EXPENSES						
FUTURE (AND PRIOR) CONVENTIONS	\$8,618			\$40,000	10,000	50,000
ACCOUNTING	\$2,665	\$3,122	\$2,894	2,894	2,894	5,788
PERSONNEL (Includes amt budgeted to variable projects)	117,449	121,939	119,694	161,587	201,984	363,571
OVERHEAD	64,406	72,467	68,436	73,569	79,086	152,655
TECHNOLOGY	19,955	20,458	20,206	22,227	24,450	46,677
Total Events	\$213,093	\$217,986	\$215,540	\$300,277	\$318,414	\$618,691
EXPENSE (For activity areas only)	\$5,773,675	\$6,440,443	\$6,107,059	\$7,826,338	\$9,538,369	\$17,364,706
EXPENSE (Activity Areas w/o IRAN)	\$5,990,487	\$6,650,128	\$6,320,307	\$7,793,338	\$9,503,389	\$17,296,726
EXCESS REVENUE/EXPENSE (Cash Activities only)	\$1,376,133	\$2,920,855	\$2,148,494	\$1,178,059	\$105,800	\$1,283,860

NARCOTICS ANONYMOUS WORLD SERVICES, INC.						
PROPOSED BUDGET FOR FISCAL YEARS 2024 and 2025						
	2020-21 Actual	2021-22 Actual	Base Year	Proposed July 2023 - June 2024	Proposed July 2024 - June 2025	Cycle Total for Fiscal Years 2024 and 2025
	audited totals	unaudited totals				
Non Cash Items						
Depreciation and Amortization Expense	380,427	248,554	314,490	375,000	\$393,750	\$768,750
TOTAL EXPENSE	\$6,154,101	\$6,688,998	\$6,421,549	\$8,201,338	\$9,932,119	\$18,133,456
EXCESS REVENUE/EXPENSE	\$995,706	\$2,672,301	\$1,834,004	\$803,059	(\$287,950)	\$515,110
EXCESS REVENUE/EXPENSE (without Iran)	\$691,630	\$2,340,171	\$1,515,901	\$727,815	(\$374,877)	\$352,938
WCNA 38						
INCOME						
REGISTRATION					\$ 2,327,500	
PRE-REG MERCHANDISE					\$ 106,000	
SPECIAL EVENTS					\$ 673,000	
NEWCOMER DONATIONS					\$ 15,000	
MERCHANDISE					\$ 798,584	
VENDOR REBATES					\$ 25,000	
OTHER SALES					\$ 50,000	
TOTAL WCNA 38 INCOME					\$ 3,995,084	
EXPENSE						
REGISTRATION					\$ 739,200	
SPECIAL EVENTS					\$ 638,250	
PROGRAM					\$ 356,500	
MERCHANDISE					\$ 785,600	
FACILITIES					\$ 1,050,000	
WCNA 38 Workgroup					\$ 50,000	
ADMINISTRATION					\$ 206,850	
TOTAL WCNA 38 EXPENSE					\$ 3,826,400	
WCNA 38 NET REVENUE				\$ -	\$ 168,684	168,684
EXCESS REVENUE/EXPENSE INCL. EVENT SPECIFIC				\$803,059	(\$119,266)	\$683,794
EXCESS REVENUE/EXPENSE (without Iran)				\$727,815	(\$206,193)	\$521,622



To: WSC 2023 Participants
From: World Board
Date: 30 January 2023
Re: WSC Seating Requests

This report includes the following:

- A. Introduction—Applications for Seating at the 2023 WSC
- B. The World Board’s Thoughts on the Seating Process
- C. The Workgroup’s Thoughts on the Seating Applications and Some Additional Thoughts
- D. Background and Recent Conference Decisions about Seating
- E. The Criteria for Recognition of New Conference Participants from *A Guide to World Services in NA* (GWSNA)
- F. The Completed Seating Request from Each Region
- G. Additional Information from Regions Applying for Seating
- H. Background Information about Brazil

A. Introduction—Applications for Seating at the 2023 WSC

Five regions applied for conference seating by the 1 April 2022 deadline: Brazil Central, Iran Region No. 1, Nordeste Region Brazil, Rio Grande do Sul (Brazil), and Thailand.

We again decided to form a seating workgroup this cycle to assist us by reviewing the applications for seating at WSC 2023. Two World Board members and four regional delegates were asked to participate. We are grateful to these members for their efforts in carefully and diligently considering the applications. The workgroup members for this cycle were Irene C (World Board), Michael B (World Board), Dezzz G (RD Wisconsin), Emilio R (RD Peru), Keith J (RD South Africa), and Scott M (RD Show-Me). We appreciate how difficult their task was, and want to express our thanks to each of them for their service on this workgroup, particularly during this disrupted conference cycle.

Every workgroup gets a written “charge” from the World Board that outlines their task and some of the board’s expectations. The seating workgroup’s charge articulated some of the challenges for both the workgroup and the board. What we wrote to them is this:

Your charge is very similar to the World Board’s responsibility with this issue: that is to frame a recommendation for each region that has applied for seating that Conference participants can consider before they arrive at the WSC. As we all know, seating at the WSC has been an emotionally charged issue and WSC participants have seemed to use the applications as much as the recommendations in coming to their own decisions. Consequently, we had stopped using a workgroup in 2006 because it seemed such a duplication of effort.

The Criteria for Recognition is a policy that has not been what we hoped: it does not seem to lead to definitive, objective recommendations. As the criteria itself explains, “Due to the complex nature of regional development, each application is considered on a case-by-case basis, rather than through some arbitrary criteria that establish minimum sizes and structure of regions in order to address local service issues.” It is our collective responsibility, the

workgroup's and the World Board's, to ensure that the WSC has the information it needs to make an informed decision. We are asking you to consider the policy, the individual applications, ask for any missing or lacking information, and then hopefully, come to consensus as a workgroup about your recommendation to the WSC. The rationale for your recommendation will be published in the CAT along with the World Board's.

Thank you for being willing to undertake this task.

B. The World Board's Thoughts on the Seating Process

Previous seating reports have presented the challenge of engaging in a process of change as the conference continues to discuss its effectiveness and sustainability, while at the same time dealing with the reality of the seating criteria contained in *A Guide to World Services in NA (GWSNA)* that are now over 20 years old. This challenge has only increased with the decision made at the 2018 WSC to seat zonal delegates.

The zonal delegate position was created with the express intention "to provide representation at the World Service Conference for the numerous unseated NA communities around the world." The impact this new position may or may not have on the current seating criteria has not been evaluated, and leaves us all with a dilemma. At the same time, the WSC has imposed a moratorium on seating new zones while zonal seating criteria can be established, and our seating criteria do not contain any guidance about seating virtual service bodies.

As individual Board members, we have different perspectives on some of the applications, but what we do agree on is that we are trying to operate a broken system and would like to stop and take the time to talk more about how the seating process could be revised. What we call Seating Criteria really is just a process for applying for seating, with one of the few concrete criteria being that a service body must have existed for three years. It may be that we ultimately end up with a commonly-agreed-upon subjective process to evaluate seating applications, but that is a discussion we need to have at WSC 2023 and in the cycle ahead.

With our current reality in mind, we have decided that the best course of action we can take is to refrain from forwarding any recommendations for seating, and instead provide the results of the workgroup's discussions for consideration by the conference. Accordingly, the board will not be offering any seating motions at WSC 2023.

Seating any new regions will require a motion from a conference participant, using the Amendments and Seating Motions Form posted on the WSC webpage: www.na.org/conference. Participants are asked to notify worldboard@na.org by 1 April 2023 in order to ensure that the motion is in its final form by the 15 April deadline.

We believe that this fulfills our responsibility to offer the necessary information to conference participants to aid in any decisions they may make, while also acknowledging the reality of a seating process that never really served us as a Fellowship.

C. The Workgroup's Thoughts on the Seating Applications

Regions Recommended for Seating

The workgroup reached consensus on recommending Iran Region No. 1, Nordeste Region Brazil, Rio Grande do Sul, and Thailand for seating at WSC 2023 after discussion of the applications and consideration of the seating criteria. The main points of the discussion of each application are summarized below.

Iran Region No. 1

After reviewing the application, the workgroup quickly reached consensus to recommend seating the Iran Region No. 1. The main points of their discussion were these:

- The region satisfies point one of the seating criteria to have been delivering services for over three years.
- The region represents all the groups in the province of Tehran, and several more in the neighboring provinces of Semnan and Hamadan. The workgroup believes that this satisfies point two of the criteria that states that new regions should conform to established geographic boundaries.
- NA began in Tehran nearly 30 years ago and is the oldest NA community in Iran. The region has a long history of providing services as an area in the Iran region.
- The workgroup agreed with the reasons offered in the application for separating from the Iran Region, and agreed that growth in Iran has made it very difficult for a single service body to provide services to the entire country.

The workgroup agreed with the Iran Region No. 1 assertion that it has a different voice than the Iran Region because it has a different philosophical approach to NA service.

Nordeste Region Brazil

In general, the workgroup found that the region's application and minutes were detailed and thorough, and that it provided extensive information about services within the region. In particular, the workgroup noted the community's efforts to respond to the concern raised in the 2020 seating report that the level of service provision was not as developed as it could be.

The main points of the workgroup's discussions were as follows:

- The region satisfies point one of the criteria contained in *A Guide to World Services in NA*, in that the region has been delivering services for over three years.
- The Nordeste Region consists of several states in the northeastern part of Brazil. The workgroup believes that this satisfies point two of the criteria that states that new regions should conform to established geographic boundaries.
- The formation of the Carrying the Message Project to focus on Fellowship development was one example of the region's efforts to provide more services specifically intended to better carry the message.
- The application and minutes contain multiple examples of cooperation with neighboring regions in Brazil to host service and recovery events, as well as with the Portuguese Region to assist with their Fellowship development efforts.
- Online groups for women have been established by the region, and the predatory behavior workshop created by the Bergen Area in New Jersey has been adapted for local use.
- The region formed a workgroup to complete the seating application so that more comprehensive information could be provided.

It was noted that the region saw a reduction in the number of areas and groups since 2020. The workgroup felt that this was to be expected as the pandemic was particularly virulent in Brazil, and that FD efforts in the region would help the region to recover.

Rio Grande do Sul

The workgroup agreed that the region's application showed a level of growth and organization that qualified them to become a conference participant. The main points raised in discussion were these:

- The region fulfills the requirement in the seating criteria to have functioned as a service body for at least three years.
- The region now represents all the groups and areas in the state of Rio Grande do Sul, which addresses the concern voiced in previous seating reports that they did not conform to established geographic boundaries.
- The region has grown since their last application in 2018. This is due in part to areas that were previously part of the Brazil Sul region joining them, but it is unclear how much of a factor this is.
- The region made a concerted effort to respond to the issues highlighted in the 2018 seating report.
- The region's Fellowship development efforts show a high degree of organization.

Thailand

The workgroup discussed this application extensively over several meetings and came to consensus to recommend seating. The strongest aspect of the application for the workgroup was that Thailand is located in a part of the world that is underrepresented at the WSC and that seating them may bring a new voice and add to the conference's collective conscience. The hope was also expressed that seating Thailand would lead to growth within the region.

The workgroup believes that Thailand satisfies point two of the seating criteria to conform to established geographic boundaries. The perspective was also offered that even though many of the members in Thailand are not native Thai, they are still members of the Thai NA community.

It was suggested that because the Asia Pacific Forum (APF) is such a large zone with many unseated regions and communities, it is not possible for the APF delegate to fully represent them all.

Some concerns were expressed about the lack of detail provided in the application, its accuracy in places, and the low level of information about services provided by the region in the application, but overall the workgroup believed that these do not outweigh the potential advantages of seating Thailand. Additional concerns included the lack of participation and communication with Russian- and Thai-speaking groups within the region and low participation at regional meetings.

Regions Not Recommended for Seating

The workgroup reached consensus on not recommending seating the Brazil Central Region at this time. The workgroup's consideration of the application is summarized below.

Brazil Central

The workgroup agreed that the region meets many of the criteria for seating, but saw several challenges with the application:

- The workgroup did not feel that Brazil Central offers a sufficiently different voice from the parts of Brazil already seated.
- The region does not conform to state boundaries, as some groups in one of its areas are part of the Brazil region. By itself, this was not seen as a deciding factor, as the same situation can be found in many regions currently seated.
- The region has experienced very low growth in the last five years, which was also a factor highlighted by the 2020 seating workgroup. The application showed little evidence of efforts to address this, and overall provided a low level of detail about services in the region.
- It was noted that the Brazilian Zone has a delegate who could potentially carry the conscience of the region.

Additional Thoughts from the Seating Workgroup

The workgroup recognized that these thoughts were outside the scope of their task, but wanted to offer them in addition to their evaluation of each of the applications. Consensus on these ideas was not sought, as these were ideas that arose during the workgroup's discussions.

It was suggested that in the future regions applying for seating could seek a nomination from the zone in which they participate, in a similar process to the one used for RBZ nominations to world service trusted servant positions.

The need to update the seating process to acknowledge the existence of zonal delegates and the possibility that they could effectively represent the applicant was mentioned.

The workgroup also offered the suggestion that forming a workgroup to complete a seating application could be recommended to those regions that apply.

It was also again mentioned, as in previous workgroups, that the standards being applied to new applications for seating are far more stringent than in previous years, largely due to the increasing size of the conference, and that some of the regions currently seated would not satisfy them if they were to reapply today.

D. Background and Recent Conference Decisions Regarding Seating

Seating at the WSC is an issue that has challenged successive conferences over the years. One of the consequences of our success as a Fellowship is that as NA has grown, the conference has become larger and increasingly expensive, to the point where its sustainability and effectiveness are threatened.

The Criteria for Recognition of New Conference Participants were created in 2000 as a part of a larger set of Conference policy changes, including a two-year conference cycle and the WSC funding of delegates' attendance. The idea was that if the WSC was going to fund regional delegates, there needed to be some sort of criteria in place for conference participants. This policy quickly proved ineffective, however. In an effort to draft a policy that could adequately deal with the diversity of our Fellowship, we ended up with very few objective criteria. The seating process does not seem to adequately consider the needs of either the conference or the regions applying for seating. Without an effective policy in place, and with a growing need to consider the size and the cost of the WSC while also continuing to welcome new NA communities to the table, conference decisions related to seating have become increasingly emotional and difficult.

Included below are the specific seating-related decisions since the 2008 conference.

WSC 2008 passed by voice vote the following motion adopting a moratorium on the consideration of regions resulting from a regional split for two conference cycles. That motion was:

To place a moratorium on the current Criteria for Recognition of New Conference Participants from *A Guide to World Services in NA* until WSC 2012. The World Board would continue to make recommendations to the conference in 2010 and 2012 concerning regions that did not result from a division of a Conference seated community.

All conference motions take effect at the close of the WSC at which they are adopted, so the moratorium came into effect at the end of WSC 2008.

Seven regions—Egypt, El Salvador, Nepal, Nicaragua, Poland, North Carolina, and Southern Brazil—were seated at WSC 2008.

WSC 2010 considered the following amendment to the moratorium, which failed by a standing vote of 80-40-1-0 (yes-no-abstain-present not voting). (The amendment required a two-thirds majority of voting members to pass, in this case, 81.)

To revise the conditions of the moratorium adopted at WSC 2008 as follows:

To place a moratorium on the current *Criteria for Recognition of New Conference Participants* from *A Guide to World Services in NA* until WSC 2012. ~~The World Board would continue to make recommendations to the conference in 2010 and 2012 concerning regions that did not result from a division of a conference seated community.~~ No regions will be considered for seating at WSC 2012.

Intent: To allow the Conference time to discuss WSC seating and the attendant policies without the added consideration of new regions requesting seating for this one conference only.

Two regions were seated at WSC 2010—Lithuania and Denmark.

WSC 2012 considered the following questions about seating:

Do you support the WB recommendation to not consider any region for seating at WSC 2014?
Straw poll results: 41 in favor, 55 opposed

Continue the spirit of the existing moratorium for one cycle? (Do not consider regions resulting from a split.) Straw poll results: 73 in favor, 20 opposed

This resolution from the 2012 *Conference Agenda Report* was passed:

Resolution 8: To Approve in Principle: State/national/province boundaries are the primary criterion for seating consideration at the World Service Conference.

Carried by standing vote: 60-46-1-3 (yes-no-abstain-present not voting)

No regions were seated at WSC 2012.

Two World Board motions in the 2014 *Conference Agenda Report* to discontinue participation by alternate delegates and cease the automatic funding of a delegate from every seated region were offered as a means of controlling both the cost and the size of the WSC. Neither of these motions was supported.

One region—Quisqueyana—was seated at the 2014 conference.

Three regions were seated at WSC 2016—Grande São Paulo, HOW, and Rio de Janeiro.

Three regions were seated at the 2018 WSC—Mexico Occidente, Netherlands, and Ukraine. This conference also passed the following motion to create zonal delegates with the same voting and funding privileges as regional delegates:

That any Zonal Forum with two or more zonally seated regions or communities that are not seated at the World Service Conference, may choose to send one Zonal Delegate to the World Service Conference to represent those regions or communities.

Intent: To provide representation at the World Service Conference for the numerous unseated NA communities around the world.

Two regions were seated at WSC 2020—Minas and North-West Russia.

The 2020 conference also passed this motion to pause seating any new zones:

To pause zonal seating by not considering seating requests from zones formed after WSC 2018 until after zonal seating criteria or a process for zonal seating is established by the WSC.

Intent: To give the WSC an opportunity to experience zones as Conference participants before making further decisions about zonal seating.

The conference continues to engage in discussions and decisions about the future of the WSC, with more proposed for the upcoming conference cycle.

E. Criteria for Recognition of New Conference Participants (GWSNA 2020–2023)

When WSC 2008 approved a moratorium on this conference policy until after WSC 2012, the policy was removed from this Guide. When straw polled, WSC 2012 supported (73-20) continuing the spirit of the moratorium for one more conference cycle, until WSC 2014. The 2014 and 2016 conferences made no formal decisions about the seating policy though there were a series of discussions at the conferences focused on the future of the WSC.

With the WSC 2018 decision to seat zonal delegates from zones with two or more regions that are not seated at the WSC, criteria for the recognition of zones will need to be developed. WSC 2020 decided “To pause zonal seating by not considering seating requests from zones formed after WSC 2018 until after zonal seating criteria or a process for zonal seating is established by the WSC.” (Motion 28) The policy included in this Guide is unchanged from 2008 when the Conference passed the seating moratorium.

If you need more information, please contact the World Board.

1. A new region is eligible to apply for recognition as a conference participant after having functioned as a service body for at least three years. For regions forming out of an already existing region, the newly formed region has to have functioned as a separate body for at least three years.
2. New regions should conform to established geographic boundaries, equivalent to state, territorial, provincial, or national boundaries, unless there are certain conditions to the contrary. A region forming out of an already existing region may be seated at the conference by demonstrating that it meets the specific conditions that necessitate separation. From time to time, local service delivery needs arise in existing regions that result in the establishment of multiple regions. These circumstances should be reserved for situations caused as a result of large NA populations, great geographic distances, or such diversity of language or custom so as to impede effective, direct communication between the service committee and the Fellowship.

3. A region that meets these criteria may then initiate its request to be recognized as a conference participant by submitting a letter of intent to the World Board not less than one year before a World Service Conference.
4. Upon receiving notification from the region, the World Board will request that the region provide information on the current and past history of the service delivery within the region. The Board will inform the region of the type of information that should be submitted.
5. If the region is forming out of an already existing region, the new region should also provide information as to the nature of the extraordinary circumstances that precipitated the formation of the new region, and summarize the consideration and decision-making processes used to create the new region. This statement should also address what special circumstances exist that would preclude the new region from continuing to have its voice heard at the conference by simply participating in some form of shared services (regional assemblies, workshops, or any form of participation in collecting group conscience) with the old region.
6. All regions will also be asked to answer questions such as:
 - Why do you want to become a conference participant?
 - Do you believe that the voice of your NA community is not currently being heard at the WSC? If so, why?
 - Do you believe your community has enough NA service and recovery experience to be a positive contributor to the global decision-making process for the Fellowship? If so, explain how.
 - Will participation at the conference affect your local NA community? If so, how?
 - Do you believe that your region adds a voice or a value to the conference that does not exist in the current conference body?
7. The World Board reviews the information provided using a group of conference participants—World Board members and regional delegates—as a workgroup, who are involved throughout this process, while working directly with the region to obtain any further information. Interactions between the Board, its workgroup, and the region may continue until the Board is satisfied that it has collected all the information needed. The Board, with the assistance of the workgroup involved, will produce a final report with recommendations for the upcoming conference. The requesting region will see the report before it is distributed to conference participants and may include any additional information it believes is relevant for the conference to consider. A report of the information will then be distributed to conference participants prior to the WSC. Due to the complex nature of regional development, each application is considered on a case-by-case basis, rather than through some arbitrary criteria that establish minimum sizes and structure of regions in order to address local service issues.
8. Upon the presentation of information to the WSC, the conference will consider the request. Formal recognition as a conference participant requires a new business proposal to pass with a two-thirds vote of approval by the conference. There is no need for the region to be present at the conference at which their request is being considered and funding for attendance will not be provided.
9. The addition of the new region will take effect upon the close of the World Service Conference at which its application is approved. Upon approval, the newly recognized region's delegate is automatically funded to the next WSC.

F. Completed Seating Requests from Each Region

The next 29 pages are the requests we received from each region.



WSC 2023 Seating Request Form

Brazil Central Region

****Please note: If you do not have precise figures for some of the questions here but can give a close estimate, approximations are fine.**

Seating Questions (from *A Guide to World Services in NA*)

Why do you want to become a conference participant? We'd like to take part of the group conscience worldwide to add our experience with fellowship development over a large geographical area, which brings it's own specific challenges. We'd like to learn from other regions/zones and take part in the decision making processes. Also very important for us is participation in the discussions about the future of WSC and the zonal representation. Besides, we would to be heard concerning the NA literature development.

Do you believe that the voice of your NA community is not currently being heard at the WSC? If so, why? Currently our voice will be heard through our Zonal Forum (ABNA). However, this will be only indirectly because it is practically impossible to exert any influence on the decisions made by the WSC.

Do you believe your community has enough NA service and recovery experience to be a positive contributor to the global decision-making process for the Fellowship? If so, explain how. Yes We use consensus based decision making. We have experience doing PI, H&I, Fellowship Development, Literature Review and Translation. See our services:

<https://drive.google.com/file/d/1xXOusNsYzCtwXlJHjXWgdSgsuMKB7Kkk/view>

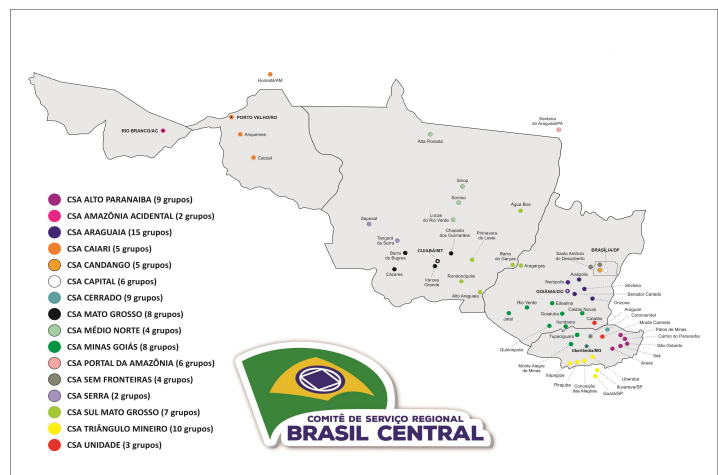
How will participation at the conference benefit your local NA community? We hope to get support to take help to places where NA has not yet arrived.

Please tell us about any other regional information or comments regarding the region's experience with the seating process. This is our third request for seating in the WSC. At WSC 2016, the region didn't fulfill the requirements. At WSC 2018, the workgroup came to consensus that this region was not yet developed enough in its service delivery efforts to be seated. Also had concerns that the region does not conform to state boundaries within Brazil, and agreed that these issues should be addressed before seating of the region. With this request, we attach the updated map and materials for a better evaluation. At WSC 2020, the working group again did not recommend the seat.

Does your region represent all of the groups/meetings in your NA community? Yes

Regional formation and history

Does the region conform to established geographic boundaries, equivalent to state, territorial, provincial, or national boundaries, as recommended in *A Guide to World Services*? If not, why? Yes. State boundaries. However, some ASC in the Minas Gerais State are part of the Brazil Central Region. These ASC supported the formation of the Brazil Central Region. Even after Minas Region was formed in 2015, these ASC chose to remain part of the Brazil Central Region. See following maps. In orange, the Brazil Central Region in the map of Brazil.....



If any part of the region was previously part of another region, what was the reason for the division? Please briefly describe the division process. The ASCs that make up the Brazil Region formed an intermediary service body in Brazil Region. That intermediary service body was called "Nucleo NA Estrada". It was a tentative experience to reduce the costs of RCMs did go to the Brazil Region meeting, as well as an experience of doing service more locally and less centralized. Although we felt that the local services benefited from having a local service body, it was not a positive experience in regard to the representational chain of information/decision making process. Another level was added, distancing the groups from the world level. This has proven to be a mistake. The information and decision-making process that came from the World level hardly reached the group level. Hence, the "Nucleo" no longer was being productive as a service structure organization. So, in November 2013, after much studying and discussion, the community decided to become a region.

When was your region formed? November 15, 2013

When did the region begin to administer services? As explained above, regional like services were administered since the start of the "Nucleo NA Estrada".....

What year did NA recovery meetings begin in the region? May 1987

Please provide copies of notes/minutes from your last three RSC meetings (in English only, if possible).

Facts about your Region

Name of Region..... Brazil Central

Name of Regional Delegate..... Marco E.

Name of Alternate Delegate..... Vacant

How long is the RD term in your region?..... 2 years

How many areas are in the region? (Please include virtual areas)..... 15

How many groups are in the region? (Please include groups that only meet virtually)..... 98

How many meetings take place each week in the region? (Please include virtual meetings)..... 195

How many H&I panels take place each week in the region? (Please count panels facilitated by all service bodies, not just the RSC, and those that are virtual.)..... 32

Does it seem as though the number of members in your region has been growing, shrinking, or staying the same since WSC 2020? ☐ growing ☐ shrinking ☒ staying the same

Budget

What percentage of your RSC's annual budget comes from group and area contributions?..... 80%

What percentage comes from conventions and events?..... 20%

What percentage comes from literature sales?..... 0%

What was the total amount of money contributed by the region to your zonal forum during your last fiscal year? US\$ 100,00

Your Regional Service Structure

How often does your RSC meet face-to-face? (*Number of meetings per year*)..... 4

How often does your RSC meet virtually? (*Number of meetings per year*)..... 4

How often does your regional admin body meet virtually? (*Number of meetings per year*) Undefined. The regional body communicates daily through WhatsApp group. The regional body communicates daily through WhatsApp group to make decisions. When necessary, there are virtual meetings.

If your RSC is meeting face-to-face, does it do so in the same place each time? Yes

If no, please explain.....

Does your region have a regional office?..... No

Does your region have a regional convention? (Please include virtual events)..... Yes

If the event is still face-to-face, is attendance: ☐ Increasing ☐ Decreasing ☒ staying the same

What committees or workgroups do you have at your RSC?

<input checked="" type="checkbox"/> Convention/Events	<input checked="" type="checkbox"/> FD/Outreach	<input checked="" type="checkbox"/> H&I
<input type="checkbox"/> Human Resources	<input type="checkbox"/> Literature distribution	<input checked="" type="checkbox"/> Literature Review
<input checked="" type="checkbox"/> Phonenumber	<input checked="" type="checkbox"/> PR/PI	<input checked="" type="checkbox"/> Project Based Workgroups
<input type="checkbox"/> Regional Service Office	<input checked="" type="checkbox"/> Translations	<input type="checkbox"/> Website
<input type="checkbox"/> Youth	<input type="checkbox"/> Other, please specify _____	

Are any of these workgroups/committees new since the last WSC?..... No
 If yes, which ones?.....
 Does your RSC use Consensus Based Decision Making (CBDM) to reach decisions? Yes
 Do any of your areas use CBDM to reach decisions? Yes
 Comments about how that works When a proposal is presented, we listen to all points of view. In the absence of an opinion to the contrary, we consider it approved. If there is a contrary opinion, the proposal is voted on by the groups.

Service Delivery & Best Practices

Are fellowship development (FD) or outreach efforts provided within your region?Yes
 If yes, please describe these efforts. If you have an FD or outreach workgroup/committee, please describe this The FD subcommittee meets in virtual meetings every month through the Zoom app. There is exchange of experience and requests for help.
 Has your region discussed where NA does not exist in your region? Yes

What kind of training and mentoring efforts take place in your region and/or its areas? Service forums and workshops. Our areas have subcommittees for each branch of service (PI, H&I and Phonenumber). The region annually makes a Service Forum.
 Describe what kind of planning your region and/or its areas utilize. We hold a biannual assembly focused on budget and planning. Our areas hold annually events with the same purpose.
 Does your region or its areas have any shared services with other service bodies? Yes
 If yes, please describe these efforts. The Brazil Central Region shares a phonenumber with HOW Brazil Region and Grande Sao Paulo Region. The monthly expenses of the phonenumber is divided between the three Regions. This phone costs two hundred and fifty dollars a month for the Brazil Central Region. The phonenumber number is: 0800 888 6262 and 132.

If you have had any particular successes with communication strategies in your region and/or its areas please share them. Yes. The face to face meetings of the RSC are transmitted by Zoom app to the farthest ASCs. These ASC participated with voice and vote.
 If you have had any particular successes with utilizing technology in new ways within your region and/or areas please share them. Yes. The face to face meetings of the RSC are transmitted by Zoom app to the farthest ASCs. These ASC participated with voice and vote.
 Please describe the different types of public relations efforts (PR/PI) carried out in your region We make IP panels in schools, hospitals, police stations and community centers. We fixed posters and banners. Our contacts with Justice, Health and Education are being done in a continuous manner. Also, we are studying to doing PI on social media.

How many statewide/national conferences per year do the PR/PI committees in your region and areas participate in/exhibit at? Every year, we conducted a Service Forum debating issues on IP in one of the ASC. Every two years, Forum Zonal holds a Service Forum discussing IP issues in one of the Regions.
 Does your region have any type of NA phonenumber or a helpline?Yes
 If yes, please describe these efforts. Yes. We shares a phonenumber with HOW Brazil Region and Grande Sao Paulo Region. The monthly expenses of the phonenumber is divided between the three Regions. This phone costs two hundred and fifty dollars a month for the Brazil Central Region. The phonenumber number is: 0800 888 6262 and 132.

Do you have a regional website? **Yes. We shares a website with the other Brazilian Regions.**
If yes, please include the URL <https://www.na.org.br/>
If yes, do you keep your meeting information updated on the website?.....**Yes**

Reaching Decisions on WSC Issues

Has your region hosted CAR workshops? **Yes**
If yes, please describe these efforts, such as number of workshops and average attendance **Through the Zoom app**

We are aware of three main methods for reaching a conscience on motions in the CAR:

- A tally of votes on each motion **or**
- At a community gathering where the motions are discussed and voted on **or**
- It is left to the delegate's discretion.

Which of these methods does your community use to reach a conscience on the CAR? (Please check one only. **If your community uses more than one, please indicate the main method and use the "Other" option to provide further details.**)

☒ **Tally—one vote per Area** ☐ Tally—one vote per group ☐ Tally—one vote per member

☐ Other tally, please describe.....

☐ Discussion and vote by GSRs at regional workshop/assembly

☐ Discussion and vote by RCMs at RSC meeting

☐ Other community gathering, please describe.....

☐ Delegate decisions to the RD/AD

☐ Other, please describe.....

Does your region discuss the parts of the CAR not related to motions? **No**

If yes, please describe these efforts.....

Does your region engage in gathering a conscience for CAT material? **No**

If yes, please describe these efforts.....

Innovations and Challenges

What subject generated the most interest and discussion in your region over the past conference cycle?

The discussions about the future of WSC and the zonal representation.

Please describe the most significant challenge your region has faced since WSC 2020 **Our challenges**

remain the same, it's overcoming our large geographic distances.

Please describe some highlights or successes your region has experienced since WSC 2020 **Broadcasting**

face-to-face meetings through the Zoom app with participation from the most distant ASCs

What additional information would you like to share with other conference participants? **None**



WSC 2023 Seating Request Form

Iran Region No. 1

***Please note: If you do not have precise figures for some of the questions here but can give a close estimate, approximations are fine.*

Seating Questions (from *A Guide to World Services in NA*)

Why do you want to become a conference participant? We have over 2000 groups and over 100,000 members in the main province of Iran and its Capitol City. We have always collaborated with NAWS in the past. We would like to be a part of decision making and help in creation of new literature.

Do you believe that the voice of your NA community is not currently being heard at the WSC? If so, why? We believe our voice is not being heard in WSC as Iran has another region which has a seat in WSC, and they do not represent us, and we do not agree with their actions and decisions. i.e., They recently decided to print illicit NA literature which we strongly oppose.

Do you believe your community has enough NA service and recovery experience to be a positive contributor to the global decision-making process for the Fellowship? If so, explain how. Yes, the 1st NA groups in Iran had started nearly 30 years ago in our territory and most of the Oldtimers in Iran are the members of our groups.

How will participation at the conference benefit your local NA community? Receiving up to date news and knowledge and receiving answer to questions which are still an issue in our region. And being a part of the whole.

Please tell us about any other regional information or comments regarding the region's experience with the seating process. We would like to join a formal and official service entity in NA like the WSC, and all our groups have voted that we should try to join the WSC.

Does your region represent all of the groups/meetings in your NA community? Yes

Regional formation and history

Does the region conform to established geographic boundaries, equivalent to state, territorial, provincial, or national boundaries, as recommended in *A Guide to World Services*? If not, why? Yes, we now cover Tehran Province, and part of Hamedan and Semnan provinces.

If any part of the region was previously part of another region, what was the reason for the division? Please briefly describe the division process. When was your region formed? NA started in Iran nearly 30 years ago but Region one was formed over 5 years ago as we felt that due to increase of the number of the groups and members in Iran only one region could be sufficient.

When did the region begin to administer services? Over 5 years ago as before that we were a big area and we had all the service committees and the kept functioning and we made the necessary changes and developed them over time.

What year did NA recovery meetings begin in the region? Nearly 30 years ago.

Please provide copies of notes/minutes from your last three RSC meetings (in English only, if possible). We attach our reports which of course are in Farsi.

Facts about your Region

Name of Region Iran Region No.1

Name of Regional Delegate Mahmoud C.

Name of Alternate Delegate Mohammad B.

How long is the RD term in your region? 2 years

How many areas are in the region? (Please include virtual areas) 7 Areas

How many groups are in the region? (Please include groups that only meet virtually) 450 groups
 How many meetings take place each week in the region? (Please include virtual meetings) 2250 weekly meetings
 How many H&I panels take place each week in the region? (Please count panels facilitated by all service bodies, not just the RSC, and those that are virtual.) 2 H&I training workshops every month and we give service to over 70 prisons, Hospitals and Institutes every month.
 Does it seem as though the number of members in your region has been growing, shrinking, or staying the same since WSC 2020? growing

Budget

What percentage of your RSC's annual budget comes from group and area contributions? 80%
 What percentage comes from conventions and events? 0%
 What percentage comes from literature sales? 20%
 What was the total amount of money contributed by the region to your zonal forum during your last fiscal year? 70 Euros to Zone

Your Regional Service Structure

How often does your RSC meet face-to-face? (Number of meetings per year) Once a month 12 in one year
 How often does your RSC meet virtually? (Number of meetings per year) Upon need or in case of emergency
 How often does your regional admin body meet virtually? (Number of meetings per year) Once a month 12 in one year
 If your RSC is meeting face-to-face, does it do so in the same place each time? No
 If no, please explain. Depends on availability of the venue
 Does your region have a regional office? Yes
 Does your region have a regional convention? (Please include virtual events) Yes only virtual so far
 If the event is still face-to-face, is attendance: ☐ Increasing ☐ Decreasing ☐ Staying the same
 What committees or workgroups do you have at your RSC?

<input checked="" type="checkbox"/> Convention/Events	<input checked="" type="checkbox"/> FD/Outreach	<input checked="" type="checkbox"/> H&I
<input type="checkbox"/> Human Resources	<input type="checkbox"/> Literature distribution	<input type="checkbox"/> Literature Review
<input checked="" type="checkbox"/> Phonline	<input checked="" type="checkbox"/> PR/PI	<input checked="" type="checkbox"/> Project Based Workgroups
<input checked="" type="checkbox"/> Regional Service Office	<input type="checkbox"/> Translations	<input checked="" type="checkbox"/> Website
<input type="checkbox"/> Youth	<input type="checkbox"/> Other, please specify Newsletter	

Are any of these workgroups/committees new since the last WSC? Yes
 If yes, which ones? FD

Does your RSC use Consensus Based Decision Making (CBDM) to reach decisions? Yes
 Do any of your areas use CBDM to reach decisions? Yes
 Comments about how that works In the region. We decide based on CBDM except for elections, and we are encouraging our areas to do the same.

Service Delivery & Best Practices

Are fellowship development (FD) or outreach efforts provided within your region? Yes
 If yes, please describe these efforts. If you have an FD or outreach workgroup/committee, please describe this We have regular virtual training and Workshops
 Has your region discussed where NA does not exist in your region? No as NA exist all over our region and we constantly Inform the society of our existence.

What kind of training and mentoring efforts take place in your region and/or its areas? *Depending on the need we have regular training for PR, H&I and training of the GSR and area rep.*

Describe what kind of planning your region and/or its areas utilize. *Revising our Guidelines regarding joining of the new areas, Planning for a face to face convention, planning for Workshops*

Does your region or its areas have any shared services with other service bodies? *No*

If yes, please describe these efforts.

If you have had any particular successes with communication strategies in your region and/or its areas please share them. *We are in constant contact with government officials and other NGO's in order to let them know about NA.*

If you have had any particular successes with utilizing technology in new ways within your region and/or areas please share them. *Yes we have been able to use technology in order to hold recovery meetings, area service meetings, regional meeting and workshops virtually and using the new technology has become a culture in our region.*

Please describe the different types of public relations efforts (PR/PI) carried out in your region. *We are very active in PR committee. We are in constant contact with Government officials, NGO's, and society at large. We have Billboards and Banners all over different cities and we distribute information cards in Pharmacies to let more addicts know about NA.*

How many statewide/national conferences per year do the PR/PI committees in your region and areas participate in/exhibit at? *Yes several of them per year*

Does your region have any type of NA phoneline or a helpline? *Yes*

If yes, please describe these efforts. *Each area has a separate helpline or phoneline.*

Do you have a regional website? *Yes* If yes, please include the URL *www.nairan1.org*

If yes, do you keep your meeting information updated on the website? *Yes*

Reaching Decisions on WSC Issues

Has your region hosted CAR workshops? *No as we are not seated in WSC but have received CAR through our Zone and distributed in our region*

If yes, please describe these efforts, such as number of workshops and average attendance

.....

We are aware of three main methods for reaching a conscience on motions in the CAR:

- A tally of votes on each motion **or**
- At a community gathering where the motions are discussed and voted on **or**
- It is left to the delegate's discretion.

Which of these methods does your community use to reach a conscience on the CAR? (Please check one only. **If your community uses more than one, please indicate the main method and use the "Other" option to provide further details.**)

- ☐ Tally—one vote per Area ☐ Tally—one vote per group ☐ Tally—one vote per member
- ☐ Other tally, please describe.....
- ☐ Discussion and vote by GSRs at regional workshop/assembly
- ☐ Discussion and vote by RCMs at RSC meeting
- ☐ Other community gathering, please describe.....
- ☐ Delegate decisions to the RD/AD
- ☐ Other, please describe. *We use all 3 based on the issue to reach an informed conscience*

Does your region discuss the parts of the CAR not related to motions? **Yes**

If yes, please describe these efforts. **We check every report online or the reports we receive by email and inform our region accordingly.**

Does your region engage in gathering a conscience for CAT material? **No**

If yes, please describe these efforts

Innovations and Challenges

What subject generated the most interest and discussion in your region over the past conference cycle?

Most of them specially about FTPT, new literature, financial reports.

Please describe the most significant challenge your region has faced since WSC 2020. **The most**

significant challenge was and still is that the other region even though they have seat in WSC is not respecting the FIPT and has decided to print illicit literature which has also caused chaos in our region too.

Please describe some highlights or successes your region has experienced since WSC 2020. **Support of our groups for our region, NAWS and WB**

What additional information would you like to share with other conference participants?



WSC 2023 Seating Request Form

Nordeste Region Brazil

***Please note: If you do not have precise figures for some of the questions here but can give a close estimate, approximations are fine.*

Seating Questions (from *A Guide to World Services in NA*)

Why do you want to become a conference participant?

The Nordeste Region believes it has enough experience to contribute to the work of the Conference and fellowship development. In addition, having accumulated service experience in our eight years of formation as a Region, having gone through three seat application experiences, we believe we are mature enough to sit at the conference and support the decision-making process worldwide.

Do you believe that the voice of your NA community is not currently being heard at the WSC? If so, why?

Yes. Although the Nordeste Region is part of the Brazilian Zonal Forum - BZF and is connected to the conference through the Zonal Delegate - ZD, we believe that our voice is not being fully heard, due to the social, economic and cultural differences existing between the six states of the federation that makes up the RSC-NE and the other regions. In addition to the geographic dimension of our region, we developed a new service system in Brazil with a focus on Outreach, which helped to enrich the experiences of various groups, areas, regions (RSCs), and other geographic areas in our country. We bring members together in a single Spirit of Service, preparing them to serve wherever they identify or are needed, within the most diverse structures of NA, in person or online. Called Unit and Service (U&S).

Do you believe your community has enough NA service and recovery experience to be a positive contributor to the global decision-making process for the Fellowship? If so, explain how.

Yes, our community has been in existence for over twenty years, it receives addicts from all over Brazil and the world, as it is a tourist region. In this way we offer more and more recovery meetings. Over these more than twenty years, the Nordeste Region has consolidated a vast experience of services, such as: FD/Outreach, H&I, PR-PI, Literature Review and Translation, Helpline, Service Forums, Conventions, Step Events, Themes Events, Tradition Events, Concepts Events, Learning days, Inmate Step Writing and among others.

With the creation of the structure of the Unit & Service Sub Committee, we expanded and made available to the Brazilian community, our knowledge and experience in providing services in the virtual format, among which we highlight trainings, workshops, virtual tool tutorials and our digital U&S Magazine (In our last edition number 12, we finished the cycle of the twelve steps, and created a podcast with material always from an old NA member, which we call Talking with Dinosaurs. We now have a Service Group, for that part of the podcast.) , the which is available on the official website (<https://www.na.org.br/revista-unidade-e-servico/>) of the Brazilian NA community and whose placement has gone beyond the borders of Brazilian and South American territories.

We also highlight the important technical support and coordination in national events, such as the World Service Day and Sponsorship Day with the Brazilian Association of Narcotics Anonymous / BZF. We also have events in partnership with other national and international structures, such as the Local Action Forum – FAL (with the 10 Brazil Region); Forum ALÉM MAR (between two CSAs from the Nordeste Region and CSA Lisbon from Portugal); ENCONTRO DOS CSAs do Nordeste (Event between RSC Brazil and RSC Nordeste-Virtual Event). Meeting of online groups for women, held by

the Nordeste Region; Through BZF Fellowship Development, we are making information available about our Carrying the Message Project for Fellowship Development within the Nordeste Region of NA. For use by other Regions and Zonal Forums. For next year we be preparing a Multiregions Service Forum between RSC Nordeste and RSC Brazil. To September 02nd, on September 04th, 2022 will be holding our 10th Cearense Convention of NA. Free event.

How will participation at the conference benefit your local NA community?

We believe that participation in the conference will further boost our local development by exchanging experiences with other communities, as we can contribute our experience in the decision-making process, as well as reaping the experiences shared by other regions at the Conference.

Please tell us about any other regional information or comments regarding the region's experience with the seating process.

With the experience of having already gone through three previous processes, we continue with the Working Group focused on WSC 2023. It is noteworthy that the WG has the full and unrestricted support of all communities settled in the Nordeste Region of NA. Based on feedback received at the 2020 WSC, which highlighted that we lacked development within the Region, we expanded our Outreach efforts through the Carrying the Message of Fellowship development in the interior of the Nordeste Region. With the creation of the new service system in the Nordeste Region, there was a better distribution of our services, with the consequent increase in the number of servers and services provided.

Does your region represent all of the groups/meetings in your NA community?

Yes.

Regional formation and history

Does the region conform to established geographic boundaries, equivalent to state, territorial, provincial, or national boundaries, as recommended in A Guide to World Services? If not, why?

About 70% of the states in Northeast Brazil are located in the Nordeste Region of NA, respecting the social, economic, cultural and geographic similarities of the states that comprise it. In addition, with this formatting, we make better use of NA resources.

If any part of the region was previously part of another region, what was the reason for the division?

Please briefly describe the division process.

All regions of the Brazilian community come from the Brazil Region of NA, in which the other three states in the Northeast Region of Brazil are located, along with some states in the North and Midwest of Brazil. With this division, we optimize the service provided by the Fraternity, and we make better use of our human, financial and ideological resources, that is, we bring the services and message closer to the recipients.

When was your region formed?

May 2013, although we have been providing services to the community in the Northeast of Brazil since the 1990s, as already reported.

When did the region begin to administer services?

Since the beginning of 2008, through another structure called Núcleo do Sol of NA, we began to develop our services independent of RSC Brazil. In the early 2010s, still as a transitory structure of the Nucleus, we were setting in the structure of the Brazilian Zonal Forum - BZF.

What year did NA recovery meetings begin in the region?

In 1994 - RENOVA VIDA Group

Please provide copies of notes/minutes from your last three RSC meetings (in English only, if possible).

Facts about your Region

Name of Region: Nordeste Region Brazil

Name of Regional Delegate: Raimundo Francivan L. Santos (Magal)

Name of Alternate Delegate: Novarck Oliveira

How long is the RD term in your region?

Normally two years, but due to changes in WSC 2023 it will be three years.

How many areas are in the region? (Please include virtual areas) 12 ASCs All face-to-face

How many groups are in the region? (Please include groups that only meet virtually)

We have 107 face-to-face, 8 virtual groups and 1 Institutional Group face-to-face.

How many meetings take place each week in the region? (Please include virtual meetings)

We have 226 face-to-face meetings and 32 virtual meetings, but in 2020, with Lockdown, we had 87 virtual meetings. We lost two ACSs who were unable to sustain themselves after pandemic. As a result, the number of Groups face-to-face decreased by 23% and the number of meetings by 19%.

How many H&I panels take place each week in the region? (Please count panels facilitated by all service bodies, not just the RSC, and those that are virtual.)

After the pandemic we are slowly returning with our in-person H&I panels. Today we have 36 panels in total. 2 female virtual, 2 female face-to-face, 1 male virtual, and 31 male face-to-face. And it is increasing we have made contacts with the prison system in our states where we invite professionals from institutions to participate in our Virtual Forum for professionals from the Carrying the Message Project for the development of NA in our Region.

PRISION H&I CARCARÁ PROJECT

A virtual prison H&I project was approved by the Unity & Service subcommittee. We need help from ASCs and servers in the region to develop the same. Waiting for volunteers. For more details contact the U&S Subcommittee: unidadeeservico@na.org.br

Does it seem as though the number of members in your region has been growing, shrinking, or staying the same since WSC 2020? ☐ growing ☒X shrinking ☐ staying the same

Unfortunately, our Region decreased for pandemic factors, some places we can't come back to reopen the groups, and the results are two ASCs closed. But we have a Project of FD ongoing and we believe him.

Budget

What percentage of your RSC's annual budget comes from group and area contributions? 35%

What percentage comes from conventions and events? 65%

What percentage comes from literature sales?

0%, as the Region does not have literature distribution, this service is carried out by BANA and the areas.

What was the total amount of money contributed by the region to your zonal forum during your last fiscal year? BRL 5.000,00 per cycle, every four months we contribute BRL 833,00. Already been approved in November 2020.

Your Regional Service Structure

How often does your RSC meet face-to-face? (*Number of meetings per year*) Twice a year planned.

How often does your RSC meet virtually? (*Number of meetings per year*) One a year planned

How often does your regional admin body meet virtually? (*Number of meetings per year*)

Just admin body are 24 a year. U&S committee has 12 one a month, and Project has 5 meetings a month. Total 96 a year

If your RSC is meeting face-to-face, does it do so in the same place each time? ☐yes ☒no?

If no, please explain.

Our face-to-face meetings are itinerant, the last two were held in the states where they had already been planned, Recife, Maranhão. The next one in August will be in Fortaleza.

Does your region have a regional office?..... ☒yes ☐no

Our last Convention was unified with Region Brazil, in the city of Maceió – AL – Brazil, where we had the presence of 320 participants.

Does your region have a regional convention? (Please include virtual events)..... ☒yes ☐no

We also did several virtual events during the lockdown occasioned by COVID 19, including, Adaptation of the Predatory Behavior Workshop in the Bergen area; Presentation of Workshops - 7th Tradition with the purpose of helping the WSO/NAWS and BANA; Online Disruptive Behavior Workshop; Steps Day of Prison held by ASC Cajuína; ASCs from the Northeast Region are combined with several ASCs from the 9 states of the Northeast of Brazil and the Virtual 5th Tradition group; Unified Service Forum held by the three ASCs of the state of Pernambuco; Beyond Sea Service Forum with ASCs Cajuína, Upaon-Açu and ASC Lisboa – PT; FD - Development of the BANA 2020 Brotherhood with RCS Nordeste; North Meeting (Belém and Amazonas) 2020 – RSC Brazil and RSC Nordeste; Pre-Conference; National Service Conference – CNS 2022. CAR and CAT presentation by WB members together with BANA/BZF; Hybrid Event Group Help Forum; Service Day 2022, with all ACSs of Nordeste Region Brazil; PR Week GRS Forum between Nordeste Region, Brazil Region, and Rio de Janeiro Region.

For next year we are preparing a Mult Regions Forum, with Brazil Region and Nordeste Region Brazil. This event will be a Hybrid.

If the event is still face-to-face, is attendance: ☒Increasing ☐Decreasing ☐Staying the same

What committees or workgroups do you have at your RSC?

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> Convention/Events | <input checked="" type="checkbox"/> FD/Outreach | <input checked="" type="checkbox"/> H&I |
| <input type="checkbox"/> Human Resources | <input type="checkbox"/> Literature distribution | <input checked="" type="checkbox"/> Literature Review |
| <input checked="" type="checkbox"/> Phoneline | <input checked="" type="checkbox"/> PR/PI | <input checked="" type="checkbox"/> Project Based Workgroups |
| <input checked="" type="checkbox"/> Regional Service Office | <input checked="" type="checkbox"/> Translations | <input checked="" type="checkbox"/> Website |
| <input type="checkbox"/> Youth | <input type="checkbox"/> Other, please specify: WG of the Project Carrying the Message in the Nordeste Region; | |

Are any of these workgroups/committees new since the last WSC? ☒Yes ☐No

If yes, which ones? Study WG for Loans for Abandoned Public Buildings, between the Government of Ceará and the Nordeste Region. WG for the use and feasibility study of Help Lines 3003 or 132, which would be the best for the Nordeste Region (Today we used both). WG for the Inmate Inmate Step Writing Project, which responds to letters from addicts who are in prisons and places of detention (Today the project is ongoing in two states). Service Group, of the Podcast of our magazine Unit & Service (Is ongoing every edition).

Does your RSC use Consensus Based Decision Making (CBDM) to reach decisions? ☒X yes ☐no

Do any of your areas use CBDM to reach decisions? ☒X yes ☐no

Comments about how that works: We discuss from Tradition 2 and through Concepts 6 and 9, where we consider all points of view, trying to follow the experiences gleaned from the 2018, 2020 and 2022 WSCs in the decision-making processes. Our Minutes can demonstrate how the process is done.

Service Delivery & Best Practices

Are fellowship development (FD) or outreach efforts provided within your region? ☐ X Yes ☐ No

If yes, please describe these efforts. If you have an FD or outreach workgroup/committee, please describe this.

Through the Carrying the Message Project we have a WG; our Unit & Service Magazine; our Strong Choice Group brochure, which will undergo a change in its format so that it can be published on the na.org website and pass this experience on to other Portuguese-speaking communities. All Outreach services provided during the last cycle had a direct cost in the Nordeste Region in the amount of, BRL 10.589 which includes all six states that make up the RSC. Our Subcommittee budget for this cycle that end in August was BRL 20.000. It is noteworthy that the largest portion of this resource was invested in the FD/Outreach. To help with the development of the project, we created two virtual meetings open to the general public that also help to identify places where there are no NA groups.

Has your region discussed where NA does not exist in your region? ☐ X Yes ☐ No

Phase one of the Carrying the Message Project mapped the entire Nordeste Region Brazil of NA by states and municipalities in the Region. This was our first phase the, which was 100% complete. The Project advances with phases two and three with positive results. Phase two is it 80% complete and phase three is 20% complete.

During our National Service Conference from BANA (CNS), we had a topic about mapping where NA groups does not exist. A National Mapping Service Group was created to help all Brazilian Regions, where the elected Coordinator was the same one who did our mapping.

What kind of training and mentoring efforts take place in your region and/or its areas?

Zoom moderators training.

Training of Zoom Simultaneous Room Moderators.

Virtual H&I Panel Workshops. Training for Help Line 3003-5222 volunteers;

PR-PI and virtual Panel Workshops;

Literature Review and Translation Workshops

Describe what kind of planning your region and/or its areas utilize.

We use regional cycle planning between RCS and ASCs with defined meeting calendar and cycle financial budget. Despite the pandemic, our virtual meetings maintained the transfers from ASCs to the Region. We have service plans for the next year of a Multiregions Forum, our plans also involve our Regional Convention every two years. Our areas plan events, service forums and seminars.

Does your region or its areas have any shared services with other service bodies? ☐ X Yes ☐ No

If yes, please describe these efforts.

Local Help Forum (FAL) between Outreach of the 10- Brazil Region and the ASC Cajuina of the Nordeste Region. Unified Convention between the Brazil Region and the Nordeste Region. H&I virtual panels between the Nordeste, Minas and Grande São Paulo regions. Carrying the Message Project between the Brazil Sul and the Nordeste Region; Hosting of the Magazine Unit & Service on the BANA website. And several events held between the FD of ABNA and the Nordeste Region. Help Line 3003-5222 between Brazil Region and Nordeste Region, Help Line 132 between HOW Brazil and Nordeste Region.

If you have had any particular successes with communication strategies in your region and/or its areas please share them.

Yes, we have used some communication strategies within our region in our Carrying the Message Project we have Forums for professionals, which serve to communicate with professionals in the

areas of Health, Education and Safety as a result of which we have multipliers of our message. These forums are part of phase 2 of the project. All have been virtual so far.

If you have had any particular successes with utilizing technology in new ways within your region and/or areas please share them.

Yes, with the advent of the Covid -19 Pandemic, we improved the virtual services, carried out between our areas and the Service body of the Nordeste Region. We specialize in developing long-distance services, due to our geographic, cultural and socioeconomic characteristics. Each area structure has a WhatsApp or Telegram Group to improve communications, the Nordeste Region has a WhatsApp group to have effective communication. In addition, the Region has two virtual rooms on the Zoom platform to assist its entire structure in providing services. Some ACS has Zoom rooms to help the groups with long distance. The Nordeste Region has a big experience with virtual services. All Regional meeting are hybrid since November 2021.

The three CAR and CAT Workshops (2020) were carried out by the Zoom platform and had the participation of all ASCs in the Region. In 2022 we only one held one workshop because we had few motions.

Please describe the different types of public relations efforts (PR/PI) carried out in your region.

Helpline disclosure services for each ACS, carried out by sound cars with audio media.

Presentation of the 30-second PI video with accessibility features, including translation into Brazilian Sign Language (LIBRAS) and Portuguese subtitles, which is available on the https://www.na.org/?ID=LR_PR1&ID=LR_PR1. Wall Painting with ours Helpline number; Collage of posters on buses, which during the PR week we did a great job in this regard; Bonding adhesives with the Helpline number inside urban trains; Dolls in bus stations, businesses, and community centers, with bags of flyers with ours Helplines, to avoid exposing members during the pandemic; Adhesive bonding in restrooms at bus stations, health clinics and subway stations. Interviews on radio and TV programs. Distribution of pamphlets on public roads at traffic lights. 30 seconds radio spot with helpline information.

How many statewide/national conferences per year do the PR/PI committees in your region and areas participate in/exhibit at?

ASCs organize and administer unified Service Forums. From October 14th to 16th, 2022, there will be a FOUNCE- FORUM UNIFIED CEARENSE. In addition, we hold a Regional Services Forum every 2 years, our next Regional Services Forum will be multi-regional, between the Brazil Region and the Nordeste Region. All regional servers were funded to participate in the National Service Conference, which took place on May 13, 14 and 15, 2022. The Carrying the Message Project was presented during the Conference. The Project has already held 5 Forums for professionals in the areas of Health, Education, Public Security and Justice, by state in the Nordeste Region of NA, with only the state of Ceará to hold the last Forum. The first took place on July 29, 2021 in the state of Rio Grande do Norte, with 100 professionals who multiplied our message. (By Zoom Platform transmission).

Does your region have any type of NA phonline or a helpline?

☒ X Yes ☐ No

If yes, please describe these efforts.

We have five CSAs that use the Helpline with the national number 3003, one CSA has the national number 132, and we have five ASCs that have conventional regional numbers. Only one CSA does not have a Helpline. The two biggest national numbers (3003/132) are now together in the national social media.

During the pandemic, calls grew a lot in our states, with an average of 10 calls per day. Today there are a little more, an average of 14 calls per day. In Help Line 3003, WhatsApp, Telegram, Facebook,

Instagram, Google and SMS are used. The use of these technologies are highly efficient in Helpline communication.

Do you have a regional website?

No, all Brazilian Regions decided to use the national BANA website - URL: www.na.org.br
However, in order to make service materials available for consultation by members and structures, the Nordeste Region and Unit & Service created a Google website to facilitate access to these materials - URL: <https://sites.google.com/na.org.br/unidadeeservico>.

Nordeste Region had a linktree information [URL:https://linktr.ee/csrne](https://linktr.ee/csrne) only service material.

If yes, do you keep your meeting information updated on the website? ☐ X Yes ☐ No

Yes, both face-to-face meetings and virtual meetings. www.na.org.br

Reaching Decisions on WSC Issues

Has your region hosted CAR workshops?

☐ X Yes ☐ No

If yes, please describe these efforts, such as number of workshops and average attendance.

As we are a geographically very large Region, at WSC 2020, we held, as mentioned above, three CAR and CAT workshops through the Zoom tool, with an average of 55 members for each event. We highlight the participation of all ASCs in the Region, which we believe was a result of the virtual format. In 2022 we only one held one workshop because we had few motions with 28 participants.

We are aware of three main methods for reaching a conscience on motions in the CAR:

- A tally of votes on each motion **or**
- At a community gathering where the motions are discussed and voted on **or**
- It is left to the delegate's discretion.

Which of these methods does your community use to reach a conscience on the CAR? (Please check one only. If your community uses more than one, please indicate the main method and use the "Other" option to provide further details.)

- ☐ X Tally — one vote per Area ☐ Tally — one vote per group ☐ Tally — one vote per member
- ☐ Other tally, please describe.....
- ☐ Discussion and vote by GSRs at regional workshop/assembly
- ☐ X Discussion and vote by RCMs at RSC meeting
- ☐ Other community gathering, please describe.....
- ☐ Delegate decisions to the RD/AD
- ☐ Other, please describe.....

Does your region discuss the parts of the CAR not related to motions? ☐ X Yes ☐ No

If yes, please describe these efforts.

We started with the introductory subjects of the CAR, and then we went into the motions. In addition, we developed two workshops: Attracting Members to Service and Carrying the Message Efficiently.

Does your region engage in gathering a conscience for CAT material?

☐ X Yes ☐ No

If yes, please describe these efforts.

To help with translation, we used our Literature Translation committee, which made the voting process much easier. And then we received a translated CAT Power Point to use in our studies.

Innovations and Challenges

What subject generated the most interest and discussion in your region over the past conference cycle?

Virtual Meetings and SPAD. We had a discussion on increasing the cycle from two to three years.

Please describe the most significant challenge your region has faced since WSC 2020.

Approval and the first review of our new Guidelines and Regional Services for the Northeast Region and the new Registration of the Northeast Association, which, due to the Pandemic, we have just completed the process in May. For this reason, we are not yet able to make our contribution directly from the Region to NAWS. We are waiting for the bank to change the bank account format to allow sending a bank transfer or money order to the USA.

Our Unified Convention with the Brazil Region and the Northeast Region. 320 participants.

Please describe some highlights or successes your region has experienced since WSC 2020.

The creation of our biggest Regional Project Carrying the Message and the results of its actions, where we already have new open Groups and Groups that were closed and were reopened. The project still is it ongoing. The BANA help us with all literature.

The FAL project where actions were carried out in four days in a state in the Nordeste Region of NA, in four municipalities. 75 actions carried out, 7403 pamphlets with the help line number 132 distributed, 40 servers involved, 16 H&I panels, 48 PI panels, 11 Outreach, 205 posters fixed with the LDA 132, 71 professionals, 1303 participants.

What additional information would you like to share with other conference participants?

We believe that all the information we provide reflects our growth and maturity as a Region, and today we have a Outreach and Fellowship Development Project supported by all Brazilian Regions. And we'd really like to thank you for being able to be a part of the WSC conscience.

Raimundo Francivan L. Santos (Magal)

RD Nordeste Region Brazil

Novarck Oliveira

ARD Nordeste Region Brazil



WSC 2023 Seating Request Form

Rio Grande do Sul Region

****Note:** If you don't have precise numbers for some of the questions here, but can provide a rough estimate, approximations are sufficient.

Seating Questions (from the Guide to World Services in NA)

1. Why do you want to become a conference participant?

The region was created 11 years ago. We believe we can contribute with human resources and ideas and we meet the requirements to be a full participant in the WSC.

2. Do you believe that the voice of your NA community is currently not being heard at the WSC? If yes, why?

Our voice is partially heard at the WSC. Currently, our representation is zonal, together with 3 other regions of Brazil, and in matters related to the FIPT we cannot vote.

3. Do you believe your community has enough experience in NA service and recovery to contribute positively to the overall decision-making process for the Fellowship? If yes, explain how.

Yes. Our community has been around since the late 1980s. And since the early 1990s, we've been studying CAR and participating in the global decision-making process, so we believe we have enough experience to contribute and participate in the fellowship's decision-making process.

4. How will conference participation benefit your local NA community?

Members look forward to feeling closer to world services through their direct seat at the WSC.

5. Please let us know any other regional information or comments about your region's experience with the seating process.

At WSC 2016 we made the request but it was not recommended by the QM, as they had CSA's within the state that were part of another region and lack of development within the state.

6. Does your region represent all the groups/meetings in your NA community?

Yes.

Regional Formation and History

7. Does the region conform to established geographic boundaries, equivalent to state, territorial, provincial, or national boundaries, as recommended in the Guide to World Services? If not, why?

Yes. We are a state of Brazil.

8. If any part of the region was already part of another region, what was the reason for the division? Briefly describe the division process.

In the formation of the RS region not all areas were part of. Currently, the areas that were in another region decided to join in favor of the community's state growth.

9. When was your region formed?

05/29/2011.

10. When did the region begin to administer services?

05/29/2011.

11. In what year did NA recovery meetings begin in the region?

1988.

12. Please provide copies of notes/minutes from your last three RSC meetings (English only, if possible).

13. Facts about your region:

Name of region: Rio Grande do Sul

Name of Regional Delegate: Alex

Name of Alternate Delegate: Douglas

14. How long is the RD term in your region?

2 years

15. How many areas are there in the region? (Include virtual areas)

10

16. How many groups are there in the region? (Include groups that meet virtually only)

114

17. How many meetings are held per week in the region? (Include virtual meetings)

222

18. How many H&I panels are held each week in the region? (Count panels facilitated by all service bodies, not just the CSR, and those that are virtual.)

12

19. Does it seem like the number of members in your region has been growing, decreasing, or staying the same since WSC 2020?

After the closing of the groups due to the pandemic, the groups are restructuring and reaching more members.

Budget

20. What percentage of your RSC's annual budget comes from contributions from groups and areas?

85%

21. What percentage comes from conventions and events?

15%

22. What percentage comes from literature sales?

0%

23. What was the total amount of money contributed by the region to its zonal forum during its last fiscal year?

200

Your regional service structure

24. How often does your RSC meet face to face? (Number of meetings per year)

2

25. How often does your RSC meet virtually? (Number of meetings per year)

2 regular and when necessary we meet extraordinarily

26. How often does your regional body meet virtually? (Number of meetings per year)

8

27. If your RSC is meeting in person, does he always meet in the same place?
If not, please explain.

same location

28. Does your region have a regional office?

no

29. Does your region have a regional convention? (Include virtual events)

yes

30. If the event is still in person, participation:

x Increasing Decreasing Remaining the same

31. What committees or working groups do you have in your RSC?

x Convention/Events

x FD/Extension x H&I

Human Resources

Literature Distribution Literature

Review

x Hotline

x PR/PI

x Project-Based Working Groups

Regional Services Office

Translations

Website

Youth

Other, please specify: social networks; Facebook page

32. Are any of these working groups/committees new since the last WSC? x Yes No

If yes, which ones?

Project-based working groups

33. Does your RSC use Consensus-Based Decision Making (CBDM) to make decisions?

X yes no

We use CBDM to make some types of decisions, for other types we use the traditional model of motions

34. Do any of your areas use CBDM to make decisions? x yes no

Comments on how it works

areas use CBDM to make some types of decisions, for other types they use the traditional model of motions

Service delivery and best practices

35. DI fellowship development or outreach efforts are offered in your region? X Yes No

If yes, describe these efforts.

FD project is being executed in all areas through learning days, funding for travel to service events, distribution of PI materials, servers training; online learning days; support to distant groups and opening of new groups.

36.If you have a FD or working group/disclosure committee, please describe this.

This service is provided by the regional PR as described above.

37. Has your region discussed where NA does not exist in your region? X Yes No

Nowadays approximately 85% of the population of the state has a meeting in their own city.

38.What kind of training and mentoring efforts take place in your region and/or your areas?

FD project being carried out in all areas through learning days, funding for travel to service events, distribution of IP materials; server training; online learning days; support to distant groups and opening of new groups.

39.Describe what type of planning your region and/or areas use.

Method suggested by the area planning tool. Inventory and planning of actions and budget made in conjunction with the areas.

40. Does your region or areas have shared services with other service bodies? X Yes No
If yes, describe these efforts.

There is a Helpline service shared between 4 areas.

The HI service is shared between 3 areas.

41. If you have had any specific successes with communication strategies in your region and/or areas, please share it.

Digital questionnaire sent to groups and areas to diagnose their needs and real situation.

42. If you've had any specific successes using technology in new ways in your region and/or areas, please share them.

Virtual meetings and whatsapp have helped a lot in informing members about service activities and raising awareness about the functioning of NA and thus more members have participated in NA as a whole.

43.Describe the different types of public relations efforts (PR/PI) carried out in your region

Cosem - state public health congress: we participated with a booth, all municipalities in the state participated in the event. We've made important contacts with healthcare professionals and are scheduling meetings to introduce NA.

Trensurb - train company: for a month we released a 15-second video inside the trains and at the stations, reaching 80,000 people a day.

Material - production of pamphlets and posters: we distributed more than 1,000 posters and 20,000 pamphlets to areas..

Learning days: since December we have already held 3 learning days, reaching 5 areas. 4 more events are planned by the end of the term.

Cooperation with the state government: the state health department is promoting NA to the entire state health network, we will do PI panels with mental health teams and with hospitals that provide treatment for addicts.

Universities: PI panels are held for Psychology and Nursing students in 3 educational institutions. We intend to serve more universities.

Printed Group List: We print a list of all state meetings on a quarterly basis.

Data Collection: Every 2 months we collect data from the areas to map how many new members we had, how many HI and PI panels we do, and how people find NA at the state level.

44. How many state/national conferences per year do PR/IP committees in your region and areas participate/exhibit?

1, State Health Congress; Cosems RS

45. Does your region have some type of NA phone line or helpline? Yes ☒ No
If yes, describe these efforts.

There are 4 helplines in the state, all of them coordinated by areas.

46. Do you have a regional website? Yes ☒ No If yes, include the URL

We use the national ABNA [website www.na.org.br](http://www.na.org.br)

47. If yes, do you keep the meeting information up to date on the website? ☒ Yes No

Reaching Decisions on WSC Issues

48. Has your region hosted CAR workshops? ☒ Yes No

If yes, please describe these efforts, such as number of workshops and average attendance

. CAR Workshops have been held since the 1990s in our community. With a frequency between 20 and 30 people.

We are aware of three main methods for achieving awareness of motions in the CAR:

- A vote count on each motion or
- X • At a community meeting where motions are discussed and voted on, or
- It is at the discretion of the delegate.

49. Which of these methods does your community use to build awareness of the CAR? (Check only one. If your community uses more than one, indicate the main method and use the "Other" option to provide more details.)

X Tally - one vote per area Tally - one vote per group Tally - one vote per member

Other count, please describe

Discussion and voting by GSRs at workshop/regional assembly

Discussion and voting by RCMs at RSC meeting

Other community meeting, please describe

Delegating decisions to RD/AD

Other, describe

50. Your region discusses parts of CAR not related to motions? X Yes No

If yes, describe these efforts.

These discussions are the responsibility of the delegates, who consult the areas to direct the services.

51. Does your region engage in raising awareness of CAT material? X Yes No

If yes, describe these efforts

We do it the same way we do CAR workshops.

Innovations and Challenges

52. Which topic generated the most interest and discussion in your region in the last conference cycle?

Virtual meetings and fellowship development project in RS.

53. Describe the most significant challenge your region has faced since the WSC 2020

facing the pandemic; closing groups; decrease in membership and resources.

54. Describe any highlights or successes your region has experienced since WSC 2020

unifying the state into one framework; approach to public bodies; development of the region; unity; 7th tradition consciousness; formation of new servers

55. What additional information would you like to share with other conference participants?

We would like to thank you for the opportunity to serve NA and carry the message to the addict who still suffers.



WSC 2022 Seating Request Form

Thailand Region

***Please note: If you do not have precise figures for some of the questions here but can give a close estimate, approximations are fine.*

Seating Questions (from *A Guide to World Services in NA*)

Why do you want to become a conference participant? On behalf of the Thailand Region, we feel that not only can we benefit from becoming a conference participant to feel more “a part of”, and have direct exposure within the WSC, but know that we have a lot to contribute as we’ve matured over the past 15 years. We need the support and wisdom that the WSC has, if any challenges or issues arise that we need clarification and guidance with, in a timely and direct manner.

Do you believe that the voice of your NA community is not currently being heard at the WSC? If so, why? The Thailand Region is a member of the Asia Pacific Forum, so we do have some indirect communication with the WSC, but no actual vote, so, if we were to be elected as a full participant, we would have a direct link. Currently, if we have some issues within our Region, we can go through the APF, and might get directed to the WSC, but the timing and issues are delayed and diminished as they are included within the Asian Pacific Forum.

Do you believe your community has enough NA service and recovery experience to be a positive contributor to the global decision-making process for the Fellowship? If so, explain how. Indeed, we do have plenty of NA service and recovery experience within our Region to contribute positively to the WSC. Many of our members have decades of recovery and service experience behind them. We are very diverse in our membership from all over the world who have made Thailand their home. Not only in their individual recovery, but a host of experience doing service in their native countries before settling here. We are certainly a unique Region in that we have a lot to share about carrying the message to the indigenous community and how we have succeeded in encouraging the Thai fellowship to grow. We have done presentations at the ASEAN Addiction Conference for two consecutive years and have been to an Isaan Addiction conference in that province located at a remote area of northeast Thailand. We also hosted a booth at the World Federation of Therapeutic Communities in conjunction with NAWS

How will participation at the conference benefit your local NA community? Not only do we have a lot to offer, but we could also use the support from the WSC who have vast experience in dealing with regional and area challenges. No region or area is perfect, so collectively we can help each other to find solutions in a timely and constructive manner.....

Please tell us about any other regional information or comments regarding the region’s experience with the seating process. We have applied twice in the past and have not been accepted, but we are determined to improve in areas where we were criticized over and have found it a great learning experience. At that time, we were unaware of the full process entailed on how we need a “seated” region to raise a motion on our behalf.

Does your region represent all of the groups/meetings in your NA community? Yes, we do.....

Regional formation and history

Does the region conform to established geographic boundaries, equivalent to state, territorial, provincial, or national boundaries, as recommended in *A Guide to World Services*? If not, why? Yes, we do conform to the Kingdom of Thailand’s geographical boundaries, although we have done some H&I /PI work across the northern border into Burma on a number of occasions.....

If any part of the region was previously part of another region, what was the reason for the division?
Please briefly describe the division process. No, we have always been unified and always will be.
When was your region formed? 2007
When did the region begin to administer services? In 2007 we formed the Region and began to
administer the different committees at that time.
What year did NA recovery meetings begin in the region? 1994 is when we first started meetings in
Bangkok with other areas starting shortly before or after that, but not officially as an organized Region.
**Please provide copies of notes/minutes from your last three RSC meetings (in English only, if
possible).**

Facts about your Region

Name of Region Thailand
Name of Regional Delegate Our previous RD had to resign after taking on a new position as Zonal
Delegate with the APF, so we will be voting in a new RD at our next meeting in August 2021.
I ended up being voted in as the Regional Delegate. Mark W.
Name of Alternate Delegate none
How long is the RD term in your region? 2 years
How many areas are in the region? (Please include virtual areas) currently we have 13 areas,
Chiangmai, Bangkok, Hua Hin, Koh Samui, Koh Phuket, Pattaya, Ubon, Koh Phangan, Pattani, Pai,
Koh Phi Phi Pai and Koh Chang, which is up 7 from our last WSC application.
How many groups are in the region? (Please include groups that only meet virtually) We have 40
groups
How many meetings take place each week in the region? (Please include virtual meetings) 55 meetings
including the ones we had to hold virtually during the pandemic. We have currently 28 meetings on line,
of which 7 are Thai speaking meetings, and even a LGBTQ meeting in Bangkok. A total of 11 Thai
speaking meetings to date.
How many H&I panels take place each week in the region? (Please count panels facilitated by all service
bodies, not just the RSC, and those that are virtual.) They currently meet bi weekly.
**Does it seem as though the number of members in your region has been growing, shrinking, or
staying the same since WSC 2020?** ☐ growing ☐ shrinking ☐ staying the same

Budget

What percentage of your RSC's annual budget comes from group and area contributions? Approx.
25%
What percentage comes from conventions and events? Approx. 70%
What percentage comes from literature sales? Approx. 5%
**What was the total amount of money contributed by the region to your zonal forum during your last
fiscal year?** We contributed approximately 6,400 USD.

Your Regional Service Structure

How often does your RSC meet face-to-face? (Number of meetings per year) normally twice per year
How often does your RSC meet virtually? (Number of meetings per year) twice per year because of Covid
How often does your regional admin body meet virtually? (Number of meetings per year) twice per year
If your RSC is meeting face-to-face, does it do so in the same place each time? ☐ yes ☐ no?
If no, please explain. We like to mix it up every year to give each area the opportunity to host a
convention if they choose to do so.
Does your region have a regional office? ☐ yes ☐ no
Does your region have a regional convention? (Please include virtual events) ☒ yes ☐ no

If the event is still face-to-face, is attendance: • ☐ Increasing ☐ Decreasing ☐ Staying the same

What committees or workgroups do you have at your RSC?

- | | | |
|--|--|---|
| <input type="checkbox"/> Convention/Events | <input type="checkbox"/> FD/Outreach | <input type="checkbox"/> H&I |
| <input type="checkbox"/> Human Resources | <input type="checkbox"/> Literature distribution | <input type="checkbox"/> Literature Review |
| <input type="checkbox"/> Phonenumber | <input type="checkbox"/> PR/PI | <input type="checkbox"/> Project Based Workgroups |
| <input type="checkbox"/> Regional Service Office | <input type="checkbox"/> Translations | <input type="checkbox"/> Website |
| <input type="checkbox"/> Youth | <input type="checkbox"/> Other, please specify HIPI (H&I and PI/PR combined) and
Unity Committee_____ | |

Are any of these workgroups/committees new since the last WSC? ☐ Yes ☐ No

If yes, which ones? The HIPI, FD/Outreach, Unity.....

Does your RSC use Consensus Based Decision Making (CBDM) to reach decisions? ☐ yes ☐ no

Do any of your areas use CBDM to reach decisions? ☐ yes ☐ no

Comments about how that works.....

Service Delivery & Best Practices

Are fellowship development (FD) or outreach efforts provided within your region? ☐ Yes ☐ No

If yes, please describe these efforts. If you have an FD or outreach workgroup/committee, please describe this Our outreach efforts include a good relationship with the Thai government in allowing us to start NA meetings in 6 Thanyarak Hospitals whilst encouraging them to continue on their own with our occasional visits of support. We've also gone across the northern border into Burma to help spread the word in the camps there.

Has your region discussed where NA does not exist in your region? ☐ Yes ☐ No

We have done outings in rural and distant areas where we have done workshops in Thai and English to help support new groups, particularly in treatment centers that lack the funding for professional services.

What kind of training and mentoring efforts take place in your region and/or its areas? We have various workshops held during our Regional Conventions as well as during some Visitations.

Describe what kind of planning your region and/or its areas utilize. We have a Fellowship Development program in place aimed at furthering our efforts in all areas of Thailand including institutions, government facilities and private sectors. We have unity committees that meet bi weekly to set up various activities apart from the meetings like bowling, picnics and dinners which always help enhance relationships between addicts. Also, our Unity Committee has been pro-active at hosting various workshops in different areas during convention events and visitations.

Does your region or its areas have any shared services with other service bodies? ☐ Yes ☐ No

If yes, please describe these efforts. The phonenumber and translation committee is shared in the Region, and we combined our H&I Committee with P&I to utilize our resources economically to form a new committee that we call HIPI which has been very successful.

If you have had any particular successes with communication strategies in your region and/or its areas please share them. On line meetings, chat lines, updating the phone line communication and web page have all helped tremendously.

If you have had any particular successes with utilizing technology in new ways within your region and/or areas please share them. We have had to use zoom virtual meetings a lot during this past 18 months, as well as setting up chat groups for "loners" or isolated members in under populated or isolated areas which has proven to be very successful.....

Please describe the different types of public relations efforts (PR/PI) carried out in your region Our PR and PI efforts have been hampered a lot this past 18 months of course, but in the past, we've done many workshops and talks at Colleges of Public Health, Psychiatric wards, addiction workshops, prisons, and community hospitals. Our Chiangmai and Bangkok areas have been particularly busy with HIPI, by meeting bi weekly and going into the local rehab twice a week for both Thai and English meetings. This has caused the meetings to flourish there with many former clients choosing to stay in Chiangmai because of the strong fellowship and connections they've made. Pre Covid their meetings had swelled to over 70 people in attendance!

How many statewide/national conferences per year do the PR/PI committees in your region and areas participate in/exhibit at? I'd say normally about 10 to 12 per year, but with the latest pandemic, we haven't been able to do much in the way of "face to face," "PR or PI", but as mentioned above we have still been able to get in to some local rehabs.

Does your region have any type of NA phonline or a helpline? ☐ Yes ☐ No
If yes, please describe these efforts. We have a "24 hour" help/phone line available in Thai and English which has been quite useful in giving information on available resources.

Do you have a regional website? ☐ Yes ☐ No **If yes, please include the URL** www.na-thailand.org...
If yes, do you keep your meeting information updated on the website? ☐ Yes ☐ No
 Yes, we have a very easy to follow website in both Thai and English options, with a convenient way to send messages to the web servant if any corrections or updates are required. It was particularly busy this past 8 months due to Covid restrictions requiring us to constantly update the changes in "virtual" vs. "face to face" meetings. We intend to include an "archive" section to include all business meeting minutes so that they are accessible to all. We had to design a new section for "on line" meetings only, because of the high demand, but all areas were very diligent in sending their information.

Reaching Decisions on WSC Issues

Has your region hosted CAR workshops? ☐ Yes ☐ No
If yes, please describe these efforts, such as number of workshops and average attendance What we do, rather than host a specific CAR workshop, is keep our regional fellowship up to date on all the progress that we are making in various areas including HIPI, IDT's, and literature translations. We also like to keep our membership up to date on our zonal and area responsibilities both as a group, and the individual service positions. These workshops are done during our regional events. .

We are aware of three main methods for reaching a conscience on motions in the CAR:

- A tally of votes on each motion **or**
- At a community gathering where the motions are discussed and voted on **or**
- It is left to the delegate's discretion.

Which of these methods does your community use to reach a conscience on the CAR? (Please check one only. **If your community uses more than one, please indicate the main method and use the "Other" option to provide further details.**)

- ☐ Tally—one vote per Area ☐ Tally—one vote per group ☐ Tally—one vote per member
☐ Other tally, please describe.....
☐ Discussion and vote by GSRs at regional workshop/assembly
☐ Discussion and vote by RCMs at RSC meeting
☐ Other community gathering, please describe.....
☐ Delegate decisions to the RD/AD

☐ Other, please describe N/A.....

Does your region discuss the parts of the CAR not related to motions? ☐ Yes ☒ No

If yes, please describe these efforts.....

Does your region engage in gathering a conscience for CAT material? ☐ Yes ☒ No

If yes, please describe these efforts.....

Innovations and Challenges

What subject generated the most interest and discussion in your region over the past conference cycle?

The issue that was discussed the most in the past cycle was the cost and methods of shipping our literature orders from NAWS. Expense issues, shipping, copyright etc. One other significant issue would be our regional policies document that we have since approved.

Please describe the most significant challenge your region has faced since WSC 2020 The most significant challenge would be that of having meetings and continuing with our HIPI work during the pandemic. Also, we are always trying to get more members excited and pro-active with service. We are pleased to announce that half of our Regional Committee members comprise of Thai addicts. There's the obvious challenge to get the message out to remote areas where services are limited even at the best of times.

Please describe some highlights or successes your region has experienced since WSC 2020 As mentioned above, half of our committee members are Thai. They have been doing tremendous work in the starting of new meetings, translating much of our literature and attracting more members. They have been very active in going into Hospitals and Institutions, as well as making frequent trips to the southern areas of Thailand, visiting 6 Thai specific treatment facilities. They have developed a good relationship with a few different Thai agencies, where before as foreigner we weren't that easily accepted. The translation committee has been so productive over the past couple of years! The "Basic Text" has been printed in Thai, the "Just for Today" is being printed and available in a couple of months, the "Step Working Guide" is almost complete as well as 95% of the pamphlets. We have a draft copy of "It Works How and Why" that will be sent in for approval, and "Living Clean" followed by the "Guiding Principles" will sure to be next.

What additional information would you like to share with other conference participants? NA

Thailand has become a very unified fellowship over the past 15 years. The Thailand region would dearly love a seat at the WSC and thus have a more direct link with the fellowship that has not only given us life, but also continues to help us grow as individuals and as a Region. We feel given our resilience at overcoming some challenges, we would be helpful to further NA services in other Southeast countries such as Vietnam, Cambodia, Laos and Burma, by using Thailand's NA examples and successes particularly in carrying the message to the suffering indigenous communities. We have matured a lot since our inception, and have made an honest effort to improve in the areas where we had been lacking in the past. We will continue to do our best with the resources that we have, and not only feel that we can be a huge asset to the WSC, but also benefit from your support, given the chance. Also, we had to cancel our Convention last year because of travel uncertainties, but we have a full committee in place and are holding a Convention Committee meeting this month to finalize details for our planned Convention in February, 2023.

Yours in service,

Mark W

Regional Delegate, Thailand

G. Additional Information from Regions Applying for Seating

A Guide to World Services in NA contains the following policy:

“The Board, with the assistance of the workgroup involved, will produce a final report with recommendations for the upcoming conference. The requesting region will see the report before it is distributed to conference participants and may include any additional information it believes is relevant for the conference to consider. A report of the information will then be distributed to conference participants prior to the WSC.”

Each applying region has been given the opportunity to see the part of the report relevant to them, and following is the additional information they provided.

Brazil Central

Regarding the groups that are part of the Brazil Region, when the Brazil Central Region was formed, the groups from the city of Brasília understood that it would be better to remain part of the Brazil Region, as it has a voice in the WSC. Over time, some of these groups joined the Brazil Central Region, but others still continue to be part of the Brazil Region. We respect the decision of these groups. Regardless of them being part of the Brazil Region, we will continue to provide our services in the city of Brasília. I believe that these groups will only join us when the Brazil Central Region has a voice in the WSC.

About the very low growth: I would like to remind you that the COVID-19 pandemic has hindered our growth.

Yours faithfully,
Marco E.
RD Brazil Central

Iran Region No. 1

Since our last report a lot of areas and metro committees have decided to join Region 1, so our region has grown by approximately 20% since our last contact.

Javad M.
Iran Region 1 RD

Nordeste Region Brazil



WSC 2023 SEATING RECOMMENDATION ADDITIONAL INFORMATION FROM NORDESTE REGION BRAZIL



- *How many areas are in the region? (Please include virtual areas)*
12 ASCs All face-to-face, on the last 8th of January, 2023 started a Work Group to form a new ACS Between three states (Maranhão, Ceará, and Piauí) in the hinterland. Maybe next month May we have a new ACS in Nordeste Region. The service happened through the Carrying the Message Project.
I attached the link with inventory from the third phase of the Carrying the Message Project. Link: https://drive.google.com/file/d/10HXfGp3nwhfM0jCowBXJjfzfou5VwCuB/view?usp=share_link
- *How many groups are in the region? (Please include groups that only meet virtually)*

We have 118 face-to-face, 8 virtual groups, and 3 Institutional groups face-to-face. Increase of 10% in the last six months.

- *How many meetings take place each week in the region? (Please include virtual meetings)*

We have 236 face-to-face meetings and 36 virtual meetings. The number of Groups face-to-face increase also of 10%. I attached the link with inventory from virtual meetings and FD the last year 2022. Link:

https://drive.google.com/file/d/1QBQBABpolT0UaMAy42f7TXGowkEQnhSb/view?usp=share_link

- *How many H&I, panels take place each week in the region? (Please count panels facilitated by all service bodies, not just the RSC, and those that are virtual.)*

Today we have 40 panels in total. 2 female virtual, 2 female face-to-face, 1 male virtual, and 35 male face-to-face.

In the last year in ABNA FD took a Census from the H&I panel. I attached the link to help with the access. Link: <https://www.na.org.br/mapa-censo-nacional-hi>

- Inmate Step Writing: increased a lot in two ACS Cajuina and ACS Forte, booths in different states. The Cajuina in Piaui and Forte in Pernambuco. Cajuina in two prisons a female and another male. Total 43 letters were answered in that two prisons. ACS Forte in Pernambuco answered 40 letters in two prisons also. Total 83 letters were answered from July to December 2022.

The female Work Group was done a presentation International in cooperation with H&I Experience Exchange Group on December 11, 2022. The Nordeste Region presentation was two times, Inmate Step Writing and Carcará Project. Great event. The female Work Group did a video to call new people to be servers.

- Through our Carrying the Message Fellowship Development Project, we are growing and overcoming the casualties that have been incurred due to the pandemic.
- The first Female Group completed 20 years of formation in October 2022, exactly on the 12th of October, in Fortaleza-CE. We have another Group in Terezina - PI. CSA Cajuina, and we could not fail to comment on this event.
- And we cannot forget that our Nordeste Region Brazil will be completing 10 years of training on the 5th of May 2023.
- *Does your region or its areas have any shared services with other service bodies?*

Yes. After the event between RSC Brazil and RSC Nordeste Region which was the Convention Unificade, we decide to create a special event from service again together. Where the event would be about the Service. And then we create the First Forum Unificade of Service Brazil Nordeste. The motion was sent to both Regions to vote, and both Regions approved it.

On August 08, 2022, we create a Work Group to start the project from First Forum Unificade of Service Brazil Nordeste. This event will be the first one in Brazil between two Regions.

The event will be on August 18 to 20, 2023. In Natal city so far we have 130 inscriptions. The purpose is 250 inscriptions, but maybe we go to 300 Brazilian members community. Some people call a Service Convention. The name of theme is Abnegation, Commitment and Gratitude. This event will be open to the public, family members and education, health and public safety professionals.

In the city of Natal in the state of Rio Grande do Norte. This decision to be in Natal is the city as being in the middle of the Nordeste Region of NA.

EVERYONE WELCOME!

Link of divulgation: <https://www.instagram.com/reel/CmhfPH5KPOR/?igshid=OGQ2MjdiOTE=>



I FÓRUM UNIFICADO BRASIL ◊ NORDESTE

- Next weekend, from the 20th to the 22nd, January the 2nd 100% free Step Event of the CSA Unidade Leste in Fortaleza - CE will take place. Expect more than 100 participating members.
- Events held in the Nordeste Region from July to December 2022.
 - ❖ X- Cearense Convention 100 free – ACS Luz, ACS Unidade Leste, ACS Sol Poente, ACS Praia – Fortaleza – CE- September 2nd to 4th, 2022. September 3rd was NA Unity Day, and we prayed on Brasilia time.
 - ❖ I- Theme Event ACS Forte- PE- September 23 to 25, 2022.
 - ❖ Flight of the Eagles ACS Cajuina -PI – Female Virtual Event - October 9, 2022.
 - ❖ PI DELAS – Female Virtual Evento of PI – October 13, 15, 18, 19, 2022.
 - ❖ II-I Step Event ACS Cajuina – PI- October 21 to 23, 2022.
 - ❖ XIV- Step Event ACS Upaon-Açu – MA – November 4 to 6, 2022.
 - ❖ V- Step Event ACS Extremo Oriental – PB- November 11 to 13, 2022.
 - ❖ VIII- Step Event ACS Asa Branca – PE – December 9 to 11, 2022.

We made a big service unified with Brazil Region and Nordeste Region, um outreach on two states same times on two border cities. It was 720 km one way and 720 km back. From the 15th of December to the 21st of December 2022. 8 members participated in this Fellowship Development action through the Carrying the Message Project, the Unity and Service Committee, and PR of the Brazil Region. A City in Nordeste Region - Petrolina City - Pernambuco and another city in Brazil Região - Juazeiro da Bahia City- The Project name: Velho Chico Outreach. We did PI panels in both cities, H&I panels, radio interviews, collage of posters in various locations in cities, leaflet distributions with the 3003 Helpline, and more than 3000 flyers were distributed.

Thank you very much for the opportunity to be a part of WSC 2023.

Nordeste Region Brazil Seating Request Working Group - January 19, 2023.

Raimundo S. (Magal)

RD Nordeste Region Brazil

Novarck O.

ARD Nordeste Region Brazil

Rio Grande do Sul

We would like to add the following thought to the workgroup's recommendation: The inclusion of all the areas in our state into the Rio Grande do Sul Region has significantly increased the effectiveness of our PR efforts and has helped us to achieve better results with this service.

Alex S.

RD Rio Grande do Sul

Thailand

I went by the Russian speaking meeting last night and got a warm response and feel like I've "opened the door" to better communication. The language is certainly a barrier as most of them have very little

English, and many of them are just here for a holiday. We do share a meeting room though, some literature and key tags.....and they invited me to stay for the meeting, but I had a Convention meeting as well at the same time. Perhaps next week I'll attend. I won't understand what's being said, but I've been to non-English speaking meetings in the past, and the sharing is certainly felt from the heart. I was curious to find out that they do have a "forum" for the travelling Russian addicts called "Transit N.A." which I googled but couldn't find anything about. Apparently they make good use of it for Russian speaking addicts travelling the globe.

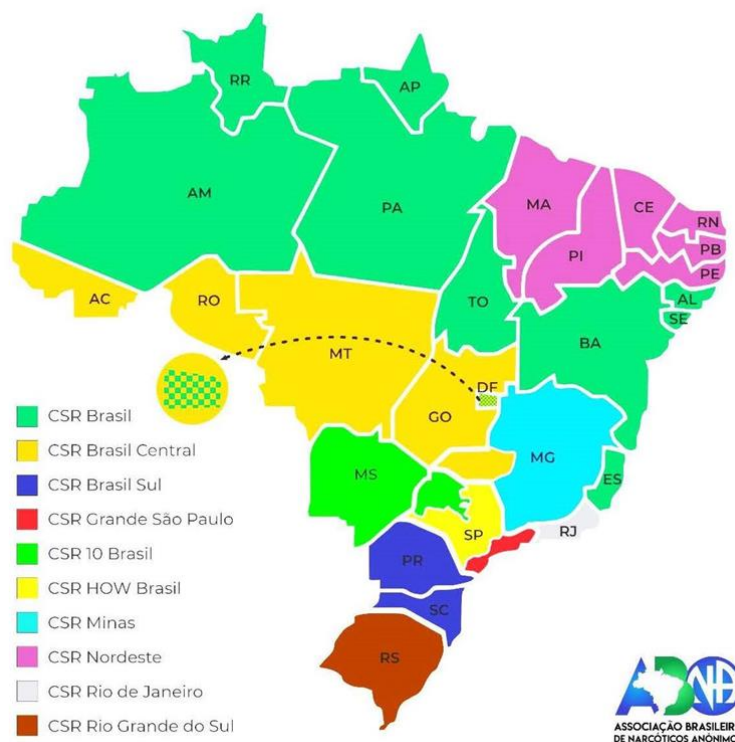
As for the Thai addicts, I feel that we are making huge progress there. They are on the Regional Committee as well as key positions (including chair) on the Convention Committee. We have been focusing on the Convention lately with meetings every couple of weeks, and have a Regional meeting at the beginning of the Convention mid-March. I'm expecting all the positions to be filled as well as good attendance at that meeting. I don't feel there are any barriers between the expat and Thai members, and we have a good relationship. Their English skills are adequate and respect for each other is certainly there. Our "Gift of Life" 13th Convention is being held from March 17th-19th in Bangkok. We've had good "pre-registration" and excitement already, so it should be a great time and success.

Mark W
RD Thailand

H. Background Information about Brazil

The following bullet points explain some of the main points related to the development of the current regional structure in Brazil. These, along with the Brazilian regional map, are offered in an attempt to explain some of the unique circumstances within Brazil and are intended to aid in the decision-making process of conference participants.

- 1992—Brazil Region seated at the WSC. Region covers the entire country of Brazil.
- Late 1990s—early 2000s: Discussions of the challenges related to the geographic size of Brazil result in the proposal to form a new level of service called nucleos in 2002. These are multi-area service bodies that are positioned between the ASC and the RSC. They are intended to enable neighboring areas to support each other, promote Fellowship growth in less-developed areas, and save on travel expenses.
- 2002 to the present day—Nucleos form in different parts of Brazil, initially in the major population centers of Rio de Janeiro and São Paulo.
- 2005—Southern Brazil Region formed.
- 2007—Grande São Paulo Region formed.
- 2008—Southern Brazil Region seated.
- 2009—HOW and Rio de Janeiro Regions formed.
- 2011—Rio Grande do Sul Region formed.
- 2013—Brazil Central and Brazil Nordeste Regions formed.
- 2015—Minas region formed.
- 2018—Rio de Janeiro, Grande São Paulo, and HOW regions seated.
- 2020—Minas Region seated.



Proposed Processes for WSC 2023

The conference is always evolving, and at every WSC participants decide on changes to processes. Typically, participants will approve new processes for a single conference, and if the changes seem to go well, motions are offered on the closing day of the WSC to make the new processes ongoing policy. We intend to continue with that approach. In the past, we have typically offered a single motion with all changes to processes, but it has often been the preference of the WSC to deal with issues separately when possible, so we are offering separate motions here. We are proposing a number of changes to conference processes for WSC 2023.

If the changes improve the decision-making process, we will offer motions on the closing day of the WSC to make them ongoing policy. Below we describe our recommendations for:

- Terminology to Describe Straw Poll and Vote Results
- Amendments
- Appeal the Facilitator
- Abstentions
- New Idea Proposal Process

Terminology to Describe Straw Poll and Vote Results

We are offering a motion to simplify the terminology to be used to describe polling and voting results. In the past, the percentage required to pass some motions was a simple majority, and for other motions it was two-thirds. The current terminology in *A Guide to World Services* reflects those different approval thresholds.

This is the terminology listed in *GWSNA*. It is potentially confusing because a motion that has “support” can fail.

Unanimous support		
Consensus support	(meaning 80% or greater support)	80%—<100%
Strong support	(meaning 2/3 majority support)	66.66%—<80%
Support	(meaning simple majority support)	>50%—<66.66%
Lack of support	(meaning less than simple majority support)	>33.33%—50%
Strong lack of support	(meaning less than 1/3 support)	>20%—33.33%
Consensus not in support	(meaning 20% or fewer support)	>0%—20%
No support		

We are suggesting combining the three middle terms—*Support*, *Lack of support*, and *Strong lack of support*—into one category: *Lack of strong support*. *Lack of strong support* better describes the vote or poll outcome: With less than two-thirds, there is not enough support to pass the item.

Motion: To use the following terminology to describe straw poll and vote outcomes, for WSC 2023 only:

Unanimous support		
Consensus support	(meaning 80% or greater support)	80%—<100%
Strong support	(meaning 2/3 majority support)	66.66%—<80%
Lack of strong support	(meaning less than 2/3 support)	>20%—<66.66%
Consensus not in support	(meaning 20% or fewer support)	>0%—20%
No support		

Intent: To simplify the terminology to describe voting and polling outcomes and make it less potentially confusing.

We may offer a motion on the closing day of the conference with similar language to include in *A Guide to World Services in NA*.

Amendments

All CAR and CAT motions and amendments, as well as motions to seat new conference participants, are straw polled in English, Portuguese, and Spanish in advance of the WSC. Taking this initial straw poll prior to the WSC helps the WSC Cofacilitators determine the order of business at the conference and speeds the decision-making process.

Because amendments are submitted in advance of the WSC, the changes we recommended for this conference came not in the form of motions here in the CAT, but as requests. We posted a handout about amendments to www.na.org/conference that explained the recommendations in detail.

The WSC Cofacilitators recommended a “first draft” deadline for amendments, in addition to the already-existing final draft deadline, and they tried to clarify what an amendment is and isn’t and provide a more thorough definition than the one currently in *GWSNA*. As with all the changes suggested here, the board will offer motions to create ongoing policy for these changes to the amendment process, if they seem to go well for WSC 2023.

Deadlines:

Current policy requires amendments and seating motions to be submitted 15 days prior to the WSC, in order to allow time to translate and include them in the initial straw poll that is taken before the WSC begins. Depending on how many amendments are offered and how complex they are, the process of finalizing and translating amendments can be time-consuming.

Like a main motion, an amendment should easily lend itself to a yes or no vote. The WSC Cofacilitators work with each amendment maker to ensure that an amendment seeks to refine a motion (see the “Definition” section below) and that it lends itself to a yes or no vote. If a participant submits an amendment similar to an amendment submitted by another participant, the Cofacilitators encourage the makers to communicate with each other and come up with a

combined amendment. The process of getting an amendment WSC-ready may take several emails or phone calls or Zoom meetings between the amendment maker and the WSC Cofacilitators.

For WSC 2023, the Cofacilitators have asked participants who intend to offer an amendment to notify the board no later than a month before the WSC, in order to allow enough time to make sure the amendment is WSC-ready. This first draft deadline allows time for amendments to be revised or refined if necessary before they are translated and polled. If that goes smoothly, we intend to offer a motion on the closing day of the WSC to make it ongoing policy that delegates who intend to offer an amendment notify the World Board no later than a month before the WSC, in order to allow time to make sure each amendment is WSC-ready.

Definition:

The following description is included in the amendment handout posted on www.na.org/conference:

The point of an amendment is to *refine* a motion, not *completely overhaul* it or *replace* it. Ideally, an amendment stays true to the main direction or main purpose of a motion. An amendment might intend to clarify a motion to make it more suitable or acceptable or to add something bearing on or closely related to the subject of the motion. No new subject can be introduced under the pretext of being an amendment.

For example:

Motion X: Fund RCM travel by train to the January RSC.

Intent: To increase accessibility of the RSC for members who are required to attend.

Acceptable Amendment to Motion X: Change *train* to *train or car*. Motion X, if amended, would read: Fund RCM travel by train or car to the January RSC.

Intent: To allow RCMs another option for travel that would be no more expensive than the train.

Acceptable Amendment to Motion X: Add *and regional trusted servant* after *RCM*. Motion X, if amended, would read: Fund RCM and regional trusted servant travel by train to the January RSC.

Intent: To allow trusted servants elected by the region the same opportunity as those elected by the member areas.

Not an Acceptable Amendment to Motion X: Change *January RSC* to *World Convention*. Motion X, if amended, would read: Fund RCM travel by train to the World Convention.

Motion Y: Develop a project plan for consideration at WSC 2024 to create an IP targeted to Martians.

Intent: To target a piece of literature to addicts on another planet.

Acceptable Amendment to Motion Y: Change *Martians* to *space aliens*. Motion Y, if amended, would read: To develop a project plan for consideration at WSC 2024 to create a booklet targeted to space aliens.

Intent: To expand the scope of the proposed project to include all non-Earthlings.

Acceptable Amendment to Motion Y: Change *booklet* to *pamphlet*. Motion Y, if amended, would read: To develop a project plan for consideration at WSC 2024 to create a pamphlet targeted to Martians.

Intent: To change the proposed project outcome to produce a pamphlet rather than a booklet.

Not an Acceptable Amendment to Motion Y: Change *create an IP targeted to Martians* to *revise the Basic Text*.

We may offer a motion on the closing day of the conference with similar language to include in *A Guide to World Services in NA*.

Appeal the Facilitator

The remaining recommendations here about processes are in the service of the WSC's ongoing transition from parliamentary procedure to consensus-based decision making. Appeal the chair is a process that comes from parliamentary procedure. Typically, in parliamentary procedure, when a participant challenges a decision of the chair, the facilitator explains why they made the ruling they did, the member challenging explains why they are appealing the ruling, and then there is a vote. If the majority of participants vote in favor of the chair's ruling, it is upheld. In WSC rules, the procedure has been renamed *Appeal the Facilitator*, but the process is otherwise basically the same.

The conference needs a system of checks and balances. We would like to see an approach more in harmony with consensus-based decision making and the principles of the Traditions and Concepts, but we don't have anything concrete to offer yet. In the meantime, we are recommending a change in the percentage necessary to overturn a decision of the facilitator.

Under the current policy, one-third of the body can overturn a decision of the chair. This is what *A Guide to World Services in NA (GWSNA)* currently says about appealing a decision of the Cofacilitators:

A participant can challenge any decision of the Cofacilitator, and if so, the body will vote on whether to uphold the Cofacilitators' decision. Strong support (at least two-thirds) in favor of the Cofacilitators must exist for the Cofacilitators' decision to stand

We are offering a motion to make the threshold to uphold a decision of the facilitator a simple majority in favor of the Cofacilitators' ruling/decision, as it used to be, rather than two-thirds in favor.

The WSC Cofacilitators are trusted servants of the body. The conference has elected the Cofacilitators and handed them the responsibility to make decisions regarding the conduct of sessions of the conference. Therefore, their decisions are regarded as the decisions of the body unless they are overturned by a majority vote of the body. It feels inconsistent with the principles in the Traditions and Concepts to allow a third of the body to reverse their decisions.

The threshold to overturn a decision of the chair used to be a simple majority. When the WSC decided to change the threshold for approving all motions to two-thirds, this changed along with everything else, but we believe that was a mistake. A motion to change the threshold back to a simple majority seems like a logical first step toward a process more consistent with consensus-based decision making.

We are also recommending that an appeal of the Cofacilitator be nondebtable so that the body does not get bogged down in a debate. That is how the process has worked in the past. When there is an appeal of the Cofacilitator, the Cofacilitator explains why they ruled as they did and the participant making the appeal explains why they are making the appeal, and that is all of the information the body needs to make a decision.

The hope is that we can come up with a process more in line with CBDM at some future point. As with the previous items mentioned here, we are suggesting this change for WSC 2023, and if it seems to go smoothly, we may offer a motion on the closing day of the conference to make this ongoing policy.

Motion: For WSC 2023 only: If a participant appeals a decision of the Cofacilitator, the Cofacilitator will explain why they ruled as they did, the participant making the appeal will explain why they are appealing the ruling, and then the body will vote. The voting threshold required to uphold a decision of the Cofacilitator under appeal will be 50% plus 1 in favor of the Cofacilitator.

Intent: To clearly define the process for a participant to appeal the chair, thus maintaining checks and balances.

Abstentions

Abstentions are another remnant of parliamentary procedure. As we reported during the December conference participant web meeting, we are forwarding a motion to eliminate abstentions for WSC 2023 only, with the option to make a decision on the last day of the WSC to adopt the change on an ongoing basis if desired. We included a similar motion in the 2020 Conference Approval Track material, but because of the changes to the conference wrought by the pandemic, that motion was never introduced at the WSC.

We were not in consensus as a board on whether to reintroduce this motion, but for at least the last two conference cycles, the WSC Cofacilitators have been in favor of allowing the WSC to decide this issue, and Cofacilitators are unable to offer motions in the CAT, so we are offering this motion again.

There are currently four different ways to respond to a WSC poll or vote: **yes**, **no**, **abstain**, and **present not voting**. The way to affect the outcome of a motion the least is to answer *present not voting*. The first three options—*yes*, *no*, and *abstain*—are all included in the vote count, but *present not voting* is not. Abstentions are widely misunderstood as a way to stand aside and not register a vote on an item. However, the effect of an abstention on the outcome of a vote is the same as the effect of voting *no*.

We will explain why an abstention has the same effect as voting no: For a motion to pass, two-thirds of participants voting on it must support it. The level of support for a motion is determined by counting the number of participants in favor of the measure relative to the total number of participants who are voting—yeses, nos, and abstentions. This means that an abstention, under our current system, effectively counts as an opposition or no.

Here are three examples of how the same 60 people might vote on a motion:

If the vote count is 40 yes, 20 no, 0 abstain, and 0 present not voting, the motion would pass. Sixty members are voting. Two-thirds of 60 is 40, and 40 participants voted yes.

If the vote count is 38 yes, 19 no, 3 abstain, and 0 present not voting, the motion would not pass. There are still 60 participants voting, because abstentions are part of the vote count, but only 38 participants voted yes.

If the 3 participants who abstained instead responded as present not voting, the count would be 38 yes, 19 no, 0 abstain, and 3 present not voting, and the motion would pass. Because present not voting is not part of the vote count, in this case only 57 people are voting. Two-thirds of 57 is 38, and with 38 participants voting yes, the motion would pass.

YES	NO	ABSTAIN	PRESENT NOT VOTING	OUTCOME
40	20	0	0	PASS
38	19	3	0	FAIL
38	19	0	3	PASS

As the examples above illustrate, in terms of the vote count, abstentions have the same effect as a *no* vote.

In parliamentary procedure, discussion of motions is typically limited to three pros and three cons. Abstentions can be a way for participants to register that they are not ready to make a

decision on an item. Because the WSC uses consensus-based procedures, unless the body is in consensus on an item, discussion is not limited to a certain number of pros or cons. Before each vote is taken, participants have an opportunity to ask questions if they are lacking a piece of information they need to make a decision. Participants have CAR and CAT motions months in advance of the WSC. Even amendments are posted approximately two weeks before the meeting. There are many opportunities to ask questions or have discussions at web meetings and on the CP discussion board, as well as through emailing the World Board or any other participant. As we are a consensus-based body, there should be opportunity for participants to gather information and discuss items before making a decision.

Because present not voting is an option available to participants who are neither in favor of nor opposed to a motion, we recommend that we try, for WSC 2023 only, calling for and counting only support/yes, opposition/no, and present not voting.

Again, if this seems to work well, we may introduce a motion on the closing day of the WSC to carry the idea forward as ongoing policy.

Motion: To eliminate abstentions when voting or taking straw polls, for WSC 2023 only.

Intent: To simplify the voting and polling process and eliminate an option that has the same effect as a *no* vote.

New Idea Proposal Discussions

WSC 2018 adopted the process described and updated below to discuss new idea proposals on a one-time basis. On the closing day of WSC 2018, participants adopted Motion 53, which is included on the following page, effectively eliminating formal new business at future WSCs and acknowledging that the process to discuss new ideas will be worked on during the 2018–2020 conference cycle. Motion 53 said that a proposed process to use at the 2020 conference would be presented in the Conference Approval Track material. Because of the limitations of a virtual WSC, the proposed process included in the CAT material was not offered at WSC 2020. A proposed process to use at WSC 2023 is included in this 2023 CAT.

2018 process updated for WSC 2023

Changes are shown in red below with underlines for additions and strike-throughs for deletions:

To adopt for WSC 2023 only, the following approaches for New Idea Proposals:

- 1) All makers of new proposals will use a New Proposal form to submit their proposal electronically. The form will include the following information:
 - a) Maker
 - b) Main topic/issue addressed in the proposal
 - c) The proposal itself

- d) ~~What does this proposal intend to accomplish? (i.e., project, issue discussion, new tools, evolving the idea to create a 2020 CAR motion, etc.)~~Any contextual or support material that would be helpful in discussion of the proposal
- 2) The deadline for New Proposal submissions will be 12:00 noon on Wednesday of the Conference week. The WSC Cofacilitators and World Board Chair will ~~oversee the compilation of review~~ all submitted proposals and will be responsible for the final presentation of the list to be distributed to Conference participants. They may group proposals that have similar themes ~~(much as is done currently)~~.
- 3) New Proposal packages and surveys will be ~~distributed to~~ posted for Conference participants Wednesday evening.
 - a) Each participant will be asked to complete the survey, identifying the proposals or topics they wish to discuss with a “yes” and those they do not wish to discuss with a “no.” Participants can choose to vote “yes” or “no” for every proposal, none of the proposals, or any number between.
 - b) The deadline to complete and turn in New Proposal surveys is noon Thursday.
- 4) Surveys will be tabulated; all results will be provided to Conference participants ~~Thursday evening~~.
 - a) The proposals or topics that receive the most “yes” votes will be identified for discussion in small groups. We will seek the Conference’s concurrence on the small-group discussion topics.
 - b) All proposals that were submitted ~~and not discussed~~ will be included in an appendix to the WSC minutes.
- 5) New Proposal discussions will take place in two 90-minute breakout sessions on Friday.
 - a) We will meet as a large group prior to the start of the small-group discussions to review the proposals and agree on a frame (depending on topics and intended outcomes), so that there is a common understanding of the process and goals.
 - b) There will be five numerous breakout rooms, ~~two for RDs delegates, two for ADs alternates, language specific, and virtual. and one for Spanish-speaking participants.~~
 - c) Each session in the breakout rooms will have time for both small- and large-group discussions on each topic. Each breakout room will be asked to agree on outcomes of their discussions to report back to the Conference.
 - d) Session outcomes will be compiled in preparation for the Saturday morning session.
- 6) Large-group follow-up on small-group sessions (Saturday morning)
 - a) We will report the points of agreement or disagreement from the breakouts, and facilitate a discussion on how to move forward. This could include additional large-group or small-group discussions.
 - b) Either here or in Moving Forward, the Conference will decide how to carry forward proposals or topics that ~~received considerable support but were not~~

~~identified for discussion~~ were discussed.

7) Moving Forward session (Saturday afternoon)

- a) Any outcomes from the New Proposals process that need a final vote will be addressed.
- b) Any other issues from the week's work that need a final vote will be addressed.

Motion 53 (from WSC 2018)

To acknowledge in the upcoming *GWSNA*, that formal new business has been eliminated. The process used at WSC 2018 to discuss New Ideas will continue to be developed in the cycle. A motion will be included in the 2020 CAT and offered at the start of WSC 2020 to outline the process to be used for that Conference.

Motion: To adopt for WSC 2023 only, the following approaches for New Idea Proposals. [See above.]

PROPOSED TRAVEL REIMBURSEMENT POLICY

CONFERENCE CYCLE 2023–2025

This package will attempt to answer most questions you may have concerning reimbursement and advances for expenses you may incur while fulfilling your world service commitment. Only the amount of the daily incidental expense has changed from previous cycles. This policy will take effect 1 July 2023 if adopted.

Enclosed you will find a copy of the World Services Travel Guidelines. You should attempt to familiarize yourself with this document. The most commonly asked questions are addressed here.

Seven Basic Rules to Keep in Mind

1. All requests for reimbursements and accounting for advances must be submitted on an Expense Report form. A copy is included, and this form can also be accessed at www.na.org/conference.
2. All reimbursement requests must be submitted no later than 60 days after the last travel day of a trip or event. Submissions after 90 days will typically be denied.
3. You will only be reimbursed for travel on the days you were scheduled to travel to and from an event or to attend the event. International travelers will frequently need an extra day on either end of an event. This is anticipated. All other extensions must receive prior approval on a case-by-case basis or they will not be reimbursed.
4. Requests should include a receipt, when possible, for non-meal-related reimbursable items.
5. Send all original documents (including receipts) to the WSO.
6. Travel expenses are typically reimbursable for portal-to-portal expenses.
7. The Internal Revenue Service (IRS) does not allow for personal phone calls as a reimbursable expense.

MEALS

Maximum meal and tip allowance is \$70 US per day (including travel days). If you are traveling outside the US, you will be notified prior to departure of the approved Daily Meal and Tip Allowance for the particular country to which you are traveling. This is the maximum you will be advanced/reimbursed for meals and tips. It is not necessary to save or turn in your meal receipts.

TRAVEL

You must turn in receipts for all travel expenses. Airfare, ride share, cab fare, shuttle service, mileage, or other ground transportation, as well as parking and tolls are reimbursable. If normal receipts are unavailable, a handwritten, signed receipt must be included. It is generally expected that the most economical means of transportation safely available will be used. Occasionally, travelers may wish to pool their resources and rent a car. This can frequently save money; however, in most cases this must receive prior approval. Please note that when using your own car, you must include your odometer reading from the point of origin to the point of destination and the purpose of the trip on the reimbursement request. This reimbursement request will serve as the necessary receipt for mileage reimbursement. The reimbursable mileage rate for 2022 is \$0.625 per mile. These rates change each year and are established by the IRS.

For meetings held at the WSO-Chatsworth and the WSC, an economy ride share—Uber (UberX, UberXL for more than one traveler at a time, or WAV) or Lyft (Lyft or shared Lyft)—to the Warner Center Marriott can be reimbursed with receipts. We will not reimburse the extra cost of UberBlack or Uber or Lyft Lux rides. If you choose to use something other than a basic Uber or Lyft, ground transportation that exceeds the amount of an economy Uber or Lyft requires prior approval.

Travel Reservations Procedure

Air transportation will be reserved through the WSO or its agent whenever possible. Travelers making reservations through their own travel agents must fax or email a copy of their itinerary to the WSO at the time the ticket is booked. All travelers are required to make their travel arrangements at least 21 days prior to the scheduled travel. In cases where this is not possible, travelers must request special consideration for their travel by notifying the WSO prior to the 21-day deadline.

SAMPLE EXPENSE REPORT

The following scenario is examined: Sam (could be Samantha) Service is funded to attend a workshop at a zonal forum meeting in Dallas for three days. Sam lives in Wisconsin. Sam purchases airline tickets (after checking with the WSO travel agent for a quoted rate) from a local travel agent. (*Note:* In most cases, the WSO travel agent will be the least expensive. A local agent should only be utilized as a means to secure a lower fare, never as a convenience. Remember to always purchase your tickets a minimum of 21 days prior to departure in order to qualify for the lowest fare.) Sam then drives to the airport (27 miles from home) and parks at the economy parking lot. Usually, the hotel room is booked by the WSO; however, that was not possible on this occasion. The ride share to the hotel costs \$14.00, and Sam tips the driver \$2.00. Sam attends the event, imparting great wisdom to the local NA community; returns to the airport by ride share (\$16 with tip); and flies home. The parking bill is \$21. Sam saves all receipts. An advance of \$210 was requested and granted. The meal allowance is \$70/day. What is reimbursable, and how does Sam fill out a request?

Refer to the sample request attached.

- Airfare—yes, with receipt and itinerary emailed to the WSO.
- Drive to airport—yes; the beginning and ending odometer readings and the purpose of the trip must be provided. Compute mileage at \$0.625 per mile (27 x \$0.625 = \$16.88).
- Uber (with tip)—yes, with receipt.
- Meals—maximum meal and tip allowance is \$70 per day (includes travel days); no receipts needed.
- Hotel—yes, with receipt. *Note:* Only room rate and tax are reimbursable; anything else charged to your room (meals, movies, phone calls, etc.) is your responsibility. Single accommodations may be planned to accommodate travelers from different time zones and/or those with individual personal issues such as snoring. This must be approved by World Services and may not be done by the individual traveler. If staying with a non-world service traveler, that person will be expected to pay for one-half of the room. The WSO staff will let travelers know how to arrange payment.
- Parking—yes, with receipt.

Fill out the Expense Report as shown and submit to the WSO.

After approval, the balance of Sam's request (after deducting the \$180 advance) is mailed in the form of a check on the next weekly run. Because Sam filled out the request correctly and included the proper documentation (receipts), within a week (two at the most) Sam has been reimbursed for the above expenses. Other arrangements will be made for travelers outside the US.

ADVANCES

If you receive an advance, you **MUST** submit an expense form, even if no money is due you. This is done to account for the funds. Include any unused funds. No funds will be advanced or reimbursed to you until any previous advances that are outstanding for 60 days or more have been accounted for.

A WORD TO THE WISE

If, after reading the World Service Travel Guidelines and this package, you are uncertain about a particular item and whether or not it is or would be reimbursable, please contact the WSO for clarification. A good rule of thumb to use is this: If something is not addressed clearly in the World Service Travel Guidelines, it most likely will require prior approval if you plan to request reimbursement. As with all policies, there are times when travelers may need to seek an exception. The World Board Executive Committee has the ability to consider these requests on a case-by-case basis.

We hope this has been helpful. Again, please submit your requests as soon as possible; this will help you be reimbursed more quickly and greatly aid in the administration of our travel budget.

Reimbursement for Non-Travel Trusted Servant Expenses

Most expenses incurred in order to fulfill your service commitment are reimbursable. All require receipts and must be submitted within 90 days of purchase (in the case of supplies) or date of bill (phone/fax).

Communications Policy

The IRS does not allow personal phone calls as a reimbursable expense. Only telephone calls that are directly related to a specific business purpose are a reimbursable expense. Telephone, internet, and fax expenses incurred by World Service trusted servants in the course of authorized or necessary World Service business are reimbursable using the following procedure.

- ◆ Allocations are determined by project, activity, or assignment. These allocations will be for monthly expenditures unless otherwise authorized.
- ◆ All phone and internet expenses must be substantiated.
- ◆ Individuals' expenses must be submitted to the WSO each month or as a bill is available.
- ◆ If you have been approved by World Services to install a dedicated line for internet, the installation and the monthly line charge are reimbursable (with receipts) or, in some cases, may be directly billed to NAWS. These connections are provided to ensure reliable communications with World Services.

Miscellaneous

Any other expenses incurred that you believe should be reimbursed should be submitted as "other" on an Expense Report with receipt(s) included.

Sample Expense Report

Name: Sam Service Date of Request: 1 Sept 2023
 Event/Purpose: Zonal Forum Workshop Dates of Event: 04-06 Aug 2023
 Location: Dallas, Texas, USA

Maximum meal and tip allowance is \$60 per day

3 # of Days x \$70.00 \$210.00

Days	Travel	Lodging	Meal/Tip	Other	Notes	Daily Total
Thursday						
Friday	\$292.00 \$16.88* \$30.00**		\$30.00		Airfare *27 miles **Ride share	\$368.88
Saturday			\$40.00			\$40.00
Sunday	\$16.88* \$35.00** \$21.00***	\$181.50	\$55.00		*27 miles **Ride share ***Parking	\$309.38
Monday						
Tuesday						
Wednesday						
Totals	\$411.76	\$181.50	\$125.00			\$718.26
Advance						\$210.00
2022 mileage rate is \$0.625						Balance \$508.26
Make & Model of Vehicle	2006 Prius		License Number		123XXX	
Odometer reading at beginning of trip	62300		Odometer reading at end of trip		62354	

I hereby certify the above is true and correct.

Signed _____ Date _____

Approved _____ Date _____

EXPENSE REPORT (this form can be accessed at www.na.org/conference)

Name: _____ Date of Request: _____
Event/Purpose: _____ Dates of Event: _____
Location: _____

Maximum meal and tip allowance is \$70 per day

of Days x \$70.00

Days	Travel	Lodging	Meal/Tip	Other	Notes	Daily Total
Thursday						
Friday						
Saturday						
Sunday						
Monday						
Tuesday						
Wednesday						
Totals						
Advance						
Balance						
Make & Model of Vehicle			License Number			
Odometer reading at beginning of trip			Odometer reading at end of trip			

I hereby certify the above is true and correct.

Signed _____ Date _____

Approved _____ Date _____