

# **Addendum F**

## **Policy Affected by Motions 17 & 18**

In order to change the FIPT, the following conditions would have to be met.

The FIPT states:

Provisions of the Trust Instrument may be changed only under the following conditions:

- Any motion to review proposed revisions to the Trust Instrument must receive the approval of a majority of regional delegates at the World Service Conference.
- After such review is approved, proposed revisions will be open for a six-month review and input period, after which the proposed revisions will be presented in the *Conference Agenda Report* for adoption.
- A motion to adopt any proposed revisions to the Trust Instrument will require a vote of “yes” from two-thirds of those regional delegates recorded as present in the World Service Conference roll call immediately prior to the vote.

This motion would require that the description of the service structure in *A Guide to Local Services in NA* be rewritten.

Following are the changes identified by the maker of this motion to *A Guide to World Services in NA* and the Fellowship Intellectual Property Trust

The passage of these motions would necessitate the following changes in A Guide to World Services in Narcotics Anonymous and the Fellowship Intellectual Property Trust. Deletions are denoted by ~~strikethrough text~~ and additions are denoted by underlined text

### **Page 1; The Regional Service Committee (RSC)**

The region's delegate to the world conference is elected by the GSRs and/or RCMs at the regional assembly or RSC.

### **Zonal Forums**

Although not a part of NA's formal decision-making system, world services and zonal forums interact in many ways Zonal Forums select fellowship representatives to attend the World Service Conference.

### **Page 2; World Service Conference**

Every two years, ~~regional delegates~~ fellowship representatives, the members of the World Board, and the executive director of the World Service Office meet to discuss questions of significance to the Fellowship of Narcotics Anonymous as a whole.

### **Page 3; The Regional Delegate Fellowship Representative**

The ~~regional delegate~~ fellowship representative (RDFR) serves as the primary contact between NA's world services and the local NA community. On the one hand, the ~~delegate representative~~ provides information on current world service projects to the regional ~~committee~~ committees. On the other, the ~~delegate representative~~ provides a local perspective to the work of world services. During the ~~delegate's representative's~~ term, he or she attends the World Service Conference as a fully active participant, for while the ~~delegate representative~~ is elected by and accountable to ~~the regional assembly or RSC~~ zonal forum, he or she is not a mere messenger. The ~~delegate representative~~ is selected by the ~~region's group representatives and/or RCMs~~ zonal forum to act in the best interests of NA as a whole, not solely as an advocate of his or her NA community's priorities.

The regional delegate works closely with the region's alternate delegate. Like the regional delegate, the alternate is a full participant in the regional service committee. The delegate often consults with the alternate, asking for different perspectives on world service affairs and seeking to involve the alternate in helping to carry the workload. Alternate delegates are welcome to attend the meeting of the World Service Conference in the company of their delegates; however, they will be recognized as full participants in the meeting of the World Service Conference only in the event of the primary delegate's absence. Seating on the floor of the conference will be limited to two—one delegate and one alternate per region.

### **Page 4**

Insert Fellowship Representatives between Regional Delegates and the World Service Conference on the Narcotics Anonymous Service Structure Chart

## Page 5

Replace Region Boxes with Zonal Forum boxes on the Narcotics Anonymous World Service System Chart

## The World Service Conference; Page 6;

The concerns of the World Service Conference are greater than the sum of its parts. The World Service Conference is not just a collection of regions; its concerns are greater than just the sum of its parts.

## Paragraph 1; The Meeting of the World Service Conference; Page 7

~~Regional delegates~~ Fellowship representatives together with members of the World Board and the executive director of the World Service Office, meet to discuss questions of significance to the Fellowship of Narcotics Anonymous as a whole.

## Paragraph 2

For purposes of decision-making, conference participants are defined as ~~regional delegates~~ fellowship representatives and World Board members. ~~Regional delegates~~ Fellowship representatives vote and make motions in all business sessions at the conference.

## Paragraph 5

Regions newly seated at the prior conference are welcomed and afforded the opportunity to address the meeting about their activities and growth.

## The Work Cycle between Conferences; Page 8

The foundation of the conference work cycle is communication, in order to create an effective dialogue between world service's components, including fellowship representatives, regional delegates, and the fellowship.

## Page 9; Paragraph 3

~~Delegates~~ Representatives should not delay submitting their ideas until the deadline for the *Conference Agenda Report*.

## Paragraph 4

In addition to the above-described written communication and process for projects, world services also plans and coordinates a worldwide workshop system in conjunction with ~~delegates and~~ zonal forums

The actual agendas for the workshops will be developed with the ~~delegates and~~ zones involved to identify the goals, objectives, and issues to be addressed at each workshop.

## Page 10

~~Regional~~ Motion Deadline

## Page 11; The Conference Report

~~Regional delegates~~ Fellowship representatives may also provide reports to be included, subject to editorial review by the World Board.

## The Conference Agenda Report

One copy of the report is mailed to each voting participant of the conference, ~~each RD alternate,~~ and the mailing address of each region.

### Page 17; The World Service Office

Probably the single busiest part of our service structure is the World Service Office (WSO). The WSO is the main contact and distribution point.

One of the most important functions of the WSO is to link our widespread groups and members into a single, cohesive fellowship. The WSO stays in close contact with our groups, areas and regions. This contact is maintained through correspondence; our quarterly newsletter, *The NA Way*, and through the representatives and delegates within our service structure. The WSO offers considerable aid to new groups, existing groups with special problems, institutional groups, groups outside the United States, members who travel extensively, and loners. This aid is in the nature of sharing the experience that other groups and members have reported to the WSO and putting those who seek aid in touch with groups or members within our fellowship.

The World Service Office publishes *The NA Way Magazine*: our fellowship's international journal. The magazine provides both a forum for sharing about NA recovery, unity and service, as well as information about world services. Produced in English, *The NA Way* is translated into the primary languages spoken in Narcotics Anonymous. The magazine is distributed four (4) times a year, at no cost to subscribers, to every trusted servant and NA group contact address in the WSO database, as well as any member who asks to be included in that mailing list. The magazine is edited by WSO staff and an editorial board appointed by the World Board.

Another major function of WSO is the publication and distribution of literature, which includes the printing, warehousing, and distribution of all existing literature. The WSO publishes a quarterly newsletter and numerous other periodicals, all World Service Conference material, and new literature in English and other languages. Additionally, we make available a number of kits, such as the group starter kit. In order to provide these publications, the WSO needs financial support.

In order to provide communications, coordination, information, and guidance services, the WSO must keep extensive files of correspondence and other records. These files include letters to and from those who have contacted the WSO; a file of all correspondence with each NA group; a record of all starter kits sent out; the name, address, and telephone number of all GSRs, RCMs, ~~and RDs,~~ and FRs; and the addresses of all

### Page 22; Conference Policies; Amendments to the Guidelines

*A Guide to World Services in Narcotics Anonymous* may be amended at any time by a two-thirds (2/3) majority vote of the World Service Conference.

### Operational Guidelines of the WSC

1. Minutes of the conference meeting are distributed to conference participants within ninety (90) days of the close of the conference.

2. Motions submitted or committed to the World Board will include a written intent provided by the maker.
3. It is the policy of the WSC to make tapes of the conference available for sale.
4. The World Service Conference funds the attendance of a ~~delegate~~ Fellowship Representatives from each seated region to the meeting of the WSC, which is held every two years. This funding includes travel, lodging, and meal expenses only. This policy would cover ~~previously seated regions that have attended one of the past three conferences up to 18 representatives from each of four geographic districts.~~

### **World Service Conference Election Procedures; Nominations**

1. Information about World Board, Human Resource Panel, and WSC facilitator positions will be communicated to conference participants in the orientation packet.
2. The Human Resource Panel (HRP) nominates qualified candidates for the positions of Cofacilitator, Human Resource Panel member, and World Board member. HRP nominations do not require a second.
3. In addition to the HRP, ~~seated regions can make a nomination and~~ conference participants can make or second nominations.
  1. These nominations require a second by another conference participant.
  2. ~~Regional nominations require the recognized conference participant of that region to sign their regional nomination.~~
  3. ~~An Alternate Delegate cannot make or second nominations except when serving as a Regional Delegate.~~
  4. A nomination form must be used for all nominations.
  5. Individuals accepting a nomination must sign the nomination form.
4. The HRP reviews all information and nomination forms, verifying that the nominee meets the clean time requirement for the position (as of the end of the conference) and validates the nomination. Nominees who do not meet the stated requirements of the position for which they are nominated will be removed from the ballot.
5. Nominees for world service positions do not have to be present for elections.

### **Page 24; Challenging a Nomination; Section 3**

A WSC Cofacilitator will request one member be assigned from the Human Resource Panel, and one member be assigned from the World Board and will assign a ~~Regional Delegate or Alternate a Fellowship Representative~~ to participate in a mediation panel. This panel will review the request and meet with the petitioner to establish clarity, discuss his/her concerns, and assess if further action is appropriate

### **Page 24-25; Criteria for Recognition of New Conference Participants**

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. When significant growth is realized in a geographic area it may be necessary to create another "Geographic District".~~ A

set of contiguous regions is eligible to apply for recognition as a seated "Geographic District"

2. ~~New regions~~ geographic districts should conform to established geographic boundaries, equivalent to ~~state, territorial, provincial, or national~~ continental or sub-continental 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~~ geographic district 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~~ geographic district, the World Board will request that the ~~regions~~ provide information on the current and past history of the service delivery within the ~~region~~ district. The board will inform the ~~regions~~ 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. All regions~~ new geographic districts will also be asked to answer questions such as:
 

Why do you want to be 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~~ communities? If so, how?

Do you believe that your ~~region~~ geographic district adds a voice or a value to the conference that does not exist in the current conference body?
6. ~~The World Board reviews the information provided using a group of conference participants—World Board members and regional—delegates~~ fellowship representatives—as a workgroup, who are involved throughout this process, while working directly with the ~~region~~ geographic district to obtain any further

information. Interactions among the board, its workgroup, and the ~~region-district~~ may continue until the board is satisfied that it has collected all of 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-district~~ 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 size and structure of regions in order to address local service issues.

7. Upon the presentation of information to the WSC, the conference will consider the request. Formal recognition as a conference participant requires a two-thirds vote of approval by the conference. There is no need for the regions to be present at the conference at which their request is being considered, and funding for attendance will not be provided.
8. The addition of the new ~~region-geographic district~~ will take effect upon the close of the World Service Conference at which its application is approved. Upon approval, the newly recognized ~~region's-geographic district's fellowship representatives delegate is-are~~ automatically funded for the next WSO.
9. The distribution of fellowship representatives shall be equal among all geographic districts and will not exceed 72. That is if the number of districts increases from 4 to 5, the number from each district will decrease from 18 to 14. And, if the number of districts were to increase to six the distribution of representatives would be 12 from each district.

### **Page 53; WSC RULES OF ORDER; Section I Standing Rules**

*Subsection B* No member may speak on a motion more than once unless others desiring to speak on the motion have exercised their opportunity. ~~RD alternates are considered to be the same "member" as their respective RDs when acting as a participant~~

### **Page 54; Subsection H Adoption of Motions**

*Sub-subsection 3* Regarding the addition of property to the Fellowship Intellectual Property Trust, deletion of property from the Trust, or the revision of the contents or nature of Trust Properties, only NA groups, through their ~~Regional-Delegates Fellowship Representatives~~ may vote. For any such action to be approved, two-thirds of the ~~Regional-Delegates Fellowship Representatives~~ recorded as present in the WSC roll call immediately prior to the vote must vote "yes" to the proposal.

### **Page 56**

*Subsection L* Only ~~Regional-Delegates Fellowship Representatives~~ vote in old business sessions on old business motions

*Subsection M* ~~Regional-Delegates Fellowship Representatives~~ and World Board Members vote on items in new business.

## THE FELLOWSHIP INTELLECTUAL PROPERTY TRUST

### INSTRUMENT; ARTICLE I;

#### *Section 2: Creation of the Trust*

The Trustor, the Fellowship of Narcotics Anonymous as given voice by its groups through their ~~regional delegates~~fellowship representatives at the World Service Conference, does hereby reaffirm and restate its transfer, assignment, and conveyance of all NA recovery literature, trademarks, service marks, and all other intellectual property to Narcotics Anonymous World Services, Inc. as Trustee, to hold and administer in accordance with this Trust document and its purpose.

### ARTICLE II: PARTIES TO THE TRUST

The Fellowship of Narcotics Anonymous, as given voice by its groups through their ~~regional delegates~~fellowship representatives at the World Service Conference, is the Settlor and the Trustor. Narcotics Anonymous World Services, Inc. is the Trustee of the Trust. The Fellowship of Narcotics Anonymous as a whole is the Beneficiary of the Trust.

## OPERATIONAL RULES

### ARTICLE I: BACKGROUND, PURPOSE, AND PARTIES OF THE TRUST

#### *SECTION 1: BACKGROUND OF THE TRUS – Paragraph 9*

At the World Service Conference in 1997, the name "regional service representative" was changed to "regional delegate". At the World Service Conference in 2004, the name "regional delegate" was changed to "fellowship representative". At the World Service Conference in 1998, the name of the legal entity "World Service Office, Inc." was changed to "Narcotics Anonymous World Services, Inc.". The directors of Narcotics Anonymous World Services, Inc. are referred to as World Board members. These name changes are reflected in this document except when used in a historical context.

#### *SECTION 3: PARTIES OF THE TRUST*

Trustor: The Fellowship of Narcotics Anonymous as given voice by its groups through their ~~regional delegates~~fellowship representatives at the World Service Conference

Equitable ownership of the recovery literature, trademarks, service marks, and all other intellectual properties of the Fellowship of Narcotics Anonymous resides with the Fellowship itself, the basic collective unit of which is the NA group. Decisions concerning NA's intellectual properties directly affect each individual NA group as well as NA as a whole. For this reason, such decisions are made by the duly authorized representatives of the NA groups, their ~~regional delegates~~fellowship representatives, when those ~~RDs-FRs~~ gather at NA's World Service Conference. By such means, the Fellowship of Narcotics Anonymous acts as the Trustor of the Fellowship Intellectual Property Trust and is responsible for the creation, approval, revision, and decommissioning of NA recovery literature, trademarks, service marks, and other

intellectual properties. The Trustor's specific rights and responsibilities are detailed in Article III of these rules and in the currently applicable service manuals.

## **ARTICLE III: RIGHTS AND RESPONSIBILITIES OF THE TRUSTOR**

### **SECTION 1: GENERAL RIGHTS AND RESPONSIBILITIES**

The Fellowship of Narcotics Anonymous as given voice by its groups through their ~~regional delegates~~fellowship representatives at NA's World Service Conference, as Trustor, has sole authority to approve any proposed revision of the NA Fellowship's adaptation of the Twelve Steps and Twelve Traditions. The Trustor and its designated agents have sole authority to commission, direct, and approve the creation and revision of books, booklets, and informational pamphlets for and on behalf of the NA Fellowship. The Trustor and its designated agents have sole authority to create or revise trademarks and service marks for and on behalf of the NA Fellowship.

### **SECTION 3: ADDITION, REVISION, OR DELETION OF PROPERTIES FROM THE TRUST BY THE TRUSTOR**

The Trustor may add properties to the Trust, delete properties from the Trust, or revise the content or nature of Trust Properties by the following means:

Proposals must be distributed to the NA groups via their ~~regional delegates~~fellowship representatives no less than ninety days prior to the annual meeting of the World Service Conference at which the proposals will be considered.

For such a proposal to be approved, two-thirds of the ~~regional delegates~~fellowship representatives recorded as present in the WSC roll call immediately prior to the vote must vote "yes" to the proposal.

## **ARTICLE IV: RIGHTS AND RESPONSIBILITIES OF THE TRUSTEE**

### **SECTION 8: TRUSTEE OBLIGATION FOR NOTICE AND APPROVAL**

The Trustee must notify the Trustor at least ninety days prior to any given annual World Service Conference meeting of the Trustee's intent to publish or otherwise manufacture a product based on an alteration of any Trust Property. The Trustee may not publish or manufacture such a product prior to receiving the Trustor's approval at that annual meeting. For such a proposal to be approved, two-thirds of the ~~regional delegates~~fellowship representatives recorded as present in the WSC roll call immediately prior to the vote must vote "yes" to the proposal.

## **ARTICLE VI: REVOCATION AND REASSIGNMENT OF THE TRUSTEE'S RIGHTS AND RESPONSIBILITIES**

### **SECTION 1: CONSIDERATION OF REVOCATION – paragraph 3**

Either the petition must be signed by a third of the ~~regional service committees~~fellowship representatives recognized as voting participants in the most recent annual meeting of the World Service Conference,

### **SECTION 2: REVOCATION PROCESS**

A majority of ~~regional delegates~~fellowship representatives must approve before proceeding with the revocation process.

An ad hoc committee will be appointed by the chairperson of the World Service Conference. The committee will consist of the following:

four ~~regional delegates~~ fellowship representatives

the chairperson and three members of the World Board, one of whom will chair the committee

This committee will hold two forums during the upcoming year to receive Fellowship input, and will provide accounts of those forums in the Conference Report.

In addition to those forums, the committee will meet at least twice, and will provide accounts of its meetings in the Conference Report.

At the conclusion of its study, this committee will prepare a written report to be included in the Conference Agenda Report, along with any motions or recommendations related to the proposed revocation.

Any motion to revoke the Trustee's rights and responsibilities arising from the committee's study will require approval of two-thirds of the ~~regional delegates~~ fellowship representatives recorded as present in the WSC roll call immediately prior to the vote.

## **ARTICLE VII: REVISION OF TRUST RULES AND INSTRUMENT**

### ***SECTION 1: REVISION OF TRUST OPERATIONAL RULES***

The Trust Operational Rules may be revised by the "yes" vote of two-thirds of those ~~regional delegates~~ fellowship representatives recorded as present in the World Service Conference roll call immediately prior to the vote.

### ***SECTION 2: REVISION OF TRUST INSTRUMENT***

Provisions of the Trust Instrument may be changed only under the following conditions:

Any motion to review proposed revisions to the Trust Instrument must receive the approval of a majority of ~~regional delegates~~ fellowship representatives at the World Service Conference.

After such review is approved, proposed revisions will be open for a six-month review and input period, after which the proposed revisions will be presented in the Conference Agenda Report for adoption.

A motion to adopt any proposed revisions to the Trust Instrument will require a vote of "yes" from two-thirds of those ~~regional delegates~~ fellowship representatives recorded as present in the World Service Conference roll call immediately prior to the vote.