1. WHAT ARE GROUP INFORMATION SHEETS?

Group Information Sheets contain all of the information for registered groups, as provided to the Area registrar [eg Group Name, meeting location, GSR contact info, etc.]. These sheets are distributed to the District Committee Members (DCMs) at Quarterlies and Assemblies.

2. WHO CHECKS THE GROUP INFORMATION SHEETS TO ENSURE THE INFORMATION IS CORRECT AND UP-TO-DATE?

Most Areas depend on their District Committee Members (DCMs) to communicate with the groups within their District to check each Group Sheet for correct/current information and then provide any required updates to the Area registrar.

3. HOW DOES A GROUP BECOME LISTED AS ACTIVE?

By filling out a New Group Form completely and sending it to the Area registrar who then processes the information. The General Service Office (GSO) puts a "hold" on the new group and assigns a status of "Pending Active" for 30 days. Following the 30 day "hold" the Group is assigned a permanent "group service number". This number is never reassigned even if the Group is disbanded. At this time the Group is listed as Active.

4. HOW DOES A GROUP BECOME ACTIVE UNKNOWN?

When the General Service Office does not have a General Service Representative/Contact with a viable address, usually due to return mail. The group remains active until the District advises the Area and that information is passed onto GSO to inactivate the group. GSO then has a process prior to making a group have an inactive status.

5. WHAT DOES IT MEAN "LIST IN DIRECTORIES"?

Our General Service Office produces Regional Directories, which list the location of Groups –District/Area, Group names, contact name and phone number, day of the meeting. It is a Confidential Directory for A.A. members and is distributed to DCMs, Intergroup and Area Offices. If the GSR, Alt GSR and/or Group Contact do not wish to be listed, the Group is not listed. In order for a Group to be listed in the Directory, the Group must have Active status, must have a GSR, Alt GSR or Group Contact with a phone number. The Contact must agree to be listed.

6. HOW LONG DOES IT TAKE TO RECEIVE A GSR, DCM OR NEW GROUP KIT?

Each time a new GSR or DCM is added to GSO's database, Fellowship New Vision (FNV), by the Area registrar, it takes approximately 2 - 3 weeks to receive the GSR or DCM kit. GSRs and DCMs only receive the kits, Alternates do not. New Group kits take approximately 6 weeks.

7. CAN THE AREA 79 REGISTRAR FIND WHO WAS THE FIRST DCM OF OUR DISTRICT?

NO. The Area 79 registrar has access only to current information.

8. HOW DO I FIND MY GROUP NUMBER?

Group numbers are included on the Group Information Sheets that are distributed to your DCM. If your DCM does not have it you can contact the Area 79 registrar.

9. WHAT FORM DO I USE FOR UPDATING DISTRICT INFORMATION? WHERE DO I SEND THEM?

- Alcoholics Anonymous Group Information change Form
 Use this form for all Group information changes: Group name, meeting location,
 time, additions/changes of a GSR, Alt GSR or Group Contact including addresses,
 phone numbers, e-mails. NOTE: IF THE GENERAL SERVICE OFFICE DOES
 NOT HAVE A GROUP CONTACT NAME AND ADDRESS, THE GROUP WILL
 NOT RECEIVE MAIL FROM GSO AND AREA 79. (E.G. BOX 4-5-9 AND
 GRASSROOTS)
- **District Committee Member Information Update Form** New DCM or Alternate DCM New address, phone number, e-mail for DCM/ALT DCM
- Alcoholics Anonymous New Group Form Use this form to register a New Group with the General Service Office. The form must include a contact name, address (including postal code), and telephone number in order for the Group to be registered.
- District Committee Chairperson Update Form New District Chair positions. Changes to District Chairpersons -address, telephone, email

These forms are sent to the Area Registrar by:

- Regular Mail: BC/YUKON AREA 79 GENERAL SERVICE COMMITTEE PO BOX 42114 Vancouver, BC V5S 4R5
- E-MAIL: registrar@bcyukonaa.org

10. IF A GROUP WANTS THEIR MEETING TO BE LISTED ON THE AREA 79 WEB SITE, DOES A GROUP HAVE TO BE REGISTERED?

No, the Group does not have to be registered. Registration of a Group is totally separate from listing the Group on the Area 79 Web site. The advantage of registering a Group is that the Group receives up-to-date information from Area 79 and the General Service Office to keep the Group informed and connected.

11. ARE THEIR ACCEPTED GUIDELINES FOR NAMING A NEW GROUP? <u>Naming Convention for Groups:</u>

AA Pamphlet entitled: <u>The AA Group, pgs. 21 and 22 beginning in the paragraph named</u> <u>"Naming an AA Group"</u> states:

No matter how noble the activity or institution, experience has taught A.A. groups to carefully avoid any affiliation with or endorsement of any enterprise outside A.A.

Tradition Six: An A.A. group ought <u>never</u> endorse, finance, or lend the A.A. name to any related facility or outside enterprise, lest problems of money, property, and prestige divert us from our primary purpose.

Even the appearance of being linked to any organization, club, political or religious institution needs to be avoided.

Therefore, an A.A. group that meets in a correctional facility or a church should take care <u>not</u> to use the institutions name, but to call itself something quite different. This makes it clear that the A.A. group is <u>not</u> affiliated with the hospital, church, prison, treatment facility, or whatever, but simply rents space there for meetings.

There has also been a recommendation by the A.A. General Service Conference that <u>no</u> A.A. group be named after any actual person, living or dead, A.A. or non-A.A. That is one way we can <u>"place principles before personalities"</u>

AA Literature series P-16; The AA Group....Where it all begins pages 21 and 22

12. WHAT IS FELLOWSHIP NEW VISION ("FNV")?

In 2007 A.A.'s General Service Office in New York implemented a new, Internet accessible database for the purpose of updating information relative to groups, GSRs, DCMs, and Area and District elected and appointed positions. FNV enables GSO to more effectively manage its records and also allows Area registrars to submit group and position changes via a secure Web Portal in "real time"