

G.S.R. ORIENTATION

A DECLARATION OF UNITY

THIS WE OWE TO A.A.'S FUTURE: TO PLACE OUR COMMON WELFARE FIRST; TO KEEP OUR FELLOWSHIP UNITED. FOR ON A.A. UNITY DEPENDS OUR LIVES, AND THE LIVES OF THE LIVES OF THOSE TO COME.

RESPONSIBILITY STATEMENT

I AM RESPONSIBLE...
WHEN ANYONE, ANYWHERE, REACHES OUT FOR HELP,
I WANT THE HAND OF A.A. ALWAYS TO BE THERE
AND FOR THAT I AM RESPONSIBLE.

Both declarations are quoted from the A.A. Service Manual.

Disclaimer: This packet was put together by members for members of the Fellowship of Alcoholics Anonymous. It is meant to be used as a learning tool for G.S.R.'s. Wherever possible information was quoted from Conference approved literature.

2008 Edition

THE G.S.R. PREAMBLE

We are the General Service Representatives. We are the link in the chain of communication for our groups with the General Service Conference and the world of A.A.

We realize the ultimate authority of A.A. is a loving God as he may express himself in our group conscience. In passing along his group conscience, we are helping to maintain the unity and strength so vital to our Fellowship.

Let us, therefore, have the patience and tolerance to listen while others share, the courage to speak up when we have something to share, and the wisdom to do what is right for our groups and A.A. as a whole.

Author unknown

TABLE OF CONTENTS

WHAT DOES A G.S.R. DO?	4
WHAT ARE THE BASIC DUTIES OF THE G.S.R.?	4
THE G.S.R. KIT	4
WHAT IS AN ALTERNATE G.S.R.?	4
G.S.R. FUNCTIONS	4
WHAT IS A HOME GROUP?	5
HOME GROUP SERVICE POSITIONS/HOW THEY AFFECT THE GROUP	5
ABOUT THOSE A.A. GROUP PROBLEMS	5
TRADITION 7 AND WHY IT IS IMPORTANT TO A.A. AS A WHOLE	5
WHAT IS AN INFORMED GROUP CONSCIENCE?	6
WHAT IS THE "RIGHT OF DECISION?"	6
WHO IS THE "AREA COMMITTEE?"	7
WHAT IS AN AREA QUARTERLY?	7
WHAT IS AN AREA ASSEMBLY?	7
WHAT DOES THE DELEGATE DO?	8
WHAT ARE THE DELEGATES DUTIES?	8
WHAT IS THE CONFERENCE/WHY GROUP CONSCIENCE IMPORTANT?	8
WHAT IS G.S.O.?	8
WHAT IS BOX 4-5-9?	8
WHAT IS THE SERVICE MANUAL?	9
WHAT IS "THE GRAPEVINE?"	9
WHAT IS PRAASA?	9
ELECTIONS & MOTIONS INFORMATION	10
ELECTIONS & MOTIONS INFORMATION CONT.	11
ELECTIONS & MOTIONS INFORMATION CONT.	12
ELECTIONS & MOTIONS INFORMATION CONT.	13
RECOMMENDED G.S.R. READING	14
OFTEN USED ACRONYMS IN A.A.	14
SOURCES OF INFORMATION USED	14

What does a G.S.R. do?

The general service representative (G.S.R.) has the job of linking his/her group with A.A. as a whole. The G.S.R. represents the voice of the group conscience, reporting the group's thoughts to the district committee member (D.C.M.) and to the delegate, who passes them on to the conference. This communication is a two-way street, making the G.S.R. responsible for bringing back to the group Conference Actions that affect A.A. unity, health and growth. Only when a G.S.R. keeps the group informed, and communicates the group conscience can the Conference truly act for A.A. as a whole (Service Manual page S25, 2007-2008 Edition)

What are the basic duties of the G.S.R.?

- G.S.R.'s serve as the mail and email contact with the General Service Office, and they are listed in the A.A. Directories as contacts for their groups.
- G.S.R.'s serve as the mail and email contact with their district committee member and with the area committee.
- G.S.R.'s supply their D.C.M.'s with up-to-date group information which is relayed to G.S.O. and Area for inclusion in the directories and for G.S.O. mailings
- They participate in district and area service meetings; often help with planning for area get-togethers and conventions. Following these events, they make reports to their groups for the benefit of those with could not attend.

These are only a few of the G.S.R.'s duties. To see a more complete listing go to page S25 in the A.A. Service Manual 2007-2008 Ed.

The G.S.R. Kit

When G.S.O. has been notified, the new G.S.R. receives a kit containing a covering memo, *The A.A. Service Manual with the Twelve Concepts for World Service*, useful pamphlets and leaflets, and a literature order form (Service Manual S27 2007-2008 Ed.)

What is an alternate G.S.R.? What does he/she do?

An alternate G.S.R. should be elected at the same time as the G.S.R. in case the G.S.R. is unable to attend all district and area meetings. Alternates should be encouraged to assist, participate, and share in the responsibilities of the G.S.R., attending district and area meetings when feasible, depending on local needs. (Service Manual, page S.27 2007-2008 Ed.)

G.S.R. Functions

There are district and area functions that a G.S.R. should attend in order to carry the message of the home group. Some of these are: monthly district meetings, pre-conference workshop, assemblies, and the delegates' report. Following is a brief description of each.

1. **Monthly District Meetings:** District meetings are sometimes called G.S.R. meetings. Group reports are given so that other G.S.R.'s are aware of how other meetings are doing and how they are solving group problems, they are given the district financial report and express concerns of their home group. They discuss concerns of the district, Area and A.A. as a whole. The D.C.M. brings back important information to the G.S.R.'s from Area functions to be discussed at the group level.
2. **The Assembly:** After getting the "informed group conscience" of the home group the G.S.R. now attends two 3 day assemblies: one held on the 3rd weekend of October; and one held on a weekend in April that does not conflict with the General Service Conference. All G.S.R.'s in the area have the privilege to discuss and vote on each motion at assemblies. After all motions are discussed and voted on, the G.S.R. then takes the outcome of the assembly back to the home group to let them know what happened.
3. **The Delegates Report:** The Delegates Report is held after the delegate gets back from the General Service Conference. This is where the districts get together with delegate to go over what happened at the Conference and what Conference agenda items passed or failed and why. The delegate also brings back any pertinent information that groups need to know concerning A.A. as a whole.

What is a home group?

For most A.A.'s membership in a home group is one of the keys to continuing sobriety. In a home group, they accept service responsibilities and learn to sustain friendships. The home group affords individual A.A.'s the privilege of voting on issues that affect the Fellowship as a whole; it is the very basis of the service structure (Service Manual, S26 2007-2008 Ed.)

A group is generally held to be an entity that has continuity of membership, collects contributions to meet the requirements of self-support, selects trusted servants such as secretaries, meeting chairs and coffee makers, and establishes consistent meeting times and places so that the newcomers and others who need a meeting can find one. (A.A Grapevine, Jan 1998, page 13).

Home group service positions and How they affect the group.

Many A.A. members report that their circle of A.A. friends has widened greatly as the result of coffee-and-conversation before and after meetings.

Most groups depend upon their members to prepare for each meeting, serve the refreshments and do K.P. afterwards. You often hear A.A. members say that they first felt "like a member" when they began making coffee, helping with the chairs, doing "dishpan" therapy. Some newcomers find that such activity relieves their shyness and makes it easier to meet and talk to other members. (The A.A. Group pamphlet, page 19-20)

A home group can make many services positions as they want to. Some are G.S.R., Alt-G.S.R., treasurer, secretary, literature, greeter, Grapevine rep, chairperson, set-up, coffee maker and clean up. Some groups also have PI/CPC and corrections representatives.

Group service- from coffee maker to secretary, treasurer, or chairperson - is usually the way members first experience the joy and the growth that can be derived from A.A. service. (Service Manual, page S24, 2007-2008 Ed.)

About those A.A. group problems

Group problems are often evidence of a healthy, desirable diversity of opinion among the group members.

Almost every group problem has a resolution, which usually can be reached through the mechanism of an informed group conscience. Importantly, a good sense of humor, cooling-off periods, patience, courtesy, willingness to listen and to wait - plus a sense of fairness and trust in a "Power greater than ourselves" - have been found far more effective than legalistic arguments or personal accusations. (The A.A. Group pamphlet, page 37)

A good way to work out group problems is through working the 12 Traditions and a group inventory.

Tradition 7 and Why it is important to A.A. as a whole?

There are no dues or fees for membership in A.A., but we do have expenses. In keeping with the Seventh Tradition a group may "pass the basket" in order to cover expenses such as rent, refreshments, A.A. Conference-approved books, pamphlets and meeting lists, and contributions to services provided by the local intergroup (central office), district and area, and the General Service Office. A.A. members are free to contribute whatever they wish, up to a maximum of \$3,000 each in a given year. (Self-Support pamphlet page 9)

A.A. groups contribute enough to cover about two-thirds of the service expenses (services provided to all registered groups by G.S.O. whether or not

they make a contribution). The rest is covered by publishing income, which is in excess of that required for publishing expenses.

The number and extent of group services have increased over the years, but the real cost of service per group has decreased consistently owing to the growth of the Fellowship. However, all groups do not contribute to the support of the service work. About fifty-five percent do not. This places a heavier burden on the groups that do. More important than the dollar amount of contributions, is that group participation in this part of A.A. service work makes groups members of the A.A. community. (Service Manual, page S72, 2007-2008 Ed.)

It cost approximately \$104.00 per group per year for the G.S.R. and all the information that comes out from G.S.O.

Of each dollar contributed, 39 cents goes to cover Group Services. This includes *Box 4-5- 9*, A.A. directories, the French literature service, Spanish services, and the Records and Contributions departments. Four cents goes toward public information activities; 5 cents toward cooperation with the professional community activities; 2 cents to treatment facilities activities; 4 cents toward correctional facilities services; 9 cents to Loners/overseas services; 13 cents for the General Service Conference; 6 cents for Regional Forums; 6 cents for Archives; 4 cents for Spanish services; and 8 cents support the activities of the General Service Board.

The average contribution per group is \$76.00 per year. The shortfall is made up by income from A.A. publications. (Self-Support pamphlet, June 2000 Ed. (G), page 11)

What is an informed A.A. group conscience?

The group conscience is the collective conscience of the group membership and thus represents substantial unanimity on an issue before definitive action is taken. This is achieved by the group members through the sharing of full information, individual points of view and the practice of A.A. principles. To be fully informed requires a willingness to listen to minority opinions with an open mind.

On sensitive issues; the group works slowly discouraging formal motions until a clear sense of its collective view emerges. Placing principles before personalities, the membership is wary of dominant opinions. Its voice is heard when a well-informed group arrives at a decision. The result rest on more than a 'yes' or 'no' count- precisely because it is the spiritual expression of the group conscience. The term "*informed*" group conscience" implies the pertinent information has been studied and all views have been heard before the group votes. (The AA Group pamphlet pages 34-35)

What is the “Right of Decision?”

Every trusted servant and every A.A. entity at all levels of service has the right “to decide” how they will interpret and apply their own authority and responsibility to each particular problem or situation as it arises.” That is, they can “decide which problem they will dispose of themselves and upon which matters they will report, consult, or ask specific directions.” This is the essence of “The Right of Decision.”

This right also means the Fellowship must have *trust* in its “trusted servants.” If the groups *instruct* their G.S.R.s rather than giving them a “Right of Decision,” then the area conference loses the full participation of its members.

If the G.S.R.s *instruct* the area delegates rather than giving them a “Right of Decision,” then the General Service Conference Service Conference loses the full participation of all the delegates. As Bill pointed out, “our Conference delegates are *primarily* the servants of A.A. as they should... cast their votes... according to the best dictates of their own judgment and conscience at that time.”

Bill warned against using “The Right of Decision” as an excuse for failure to make the proper reports of action taken; or for exceeding a clearly defined authority; or for failing to consult the proper people before making an important decision. But he concludes:

“Our entire A.A. program rests squarely upon the principle of mutual trust. We trust God, we trust A.A., and we trust each other.”

(The Twelve Concepts for World Services Illustrated, Concept III)

Who is the “Area Committee?”

Basically, the area committee is composed of all district committee members (D.C.M.) area officers, and the chairs of area service committees. There should be enough district and committee members to ensure good communication between the committee and the groups. In the absence of a D.C.M., the alternate D.C.M. is a voting member. (Service Manual, page S42 2007-2008 Ed.)

What is an Area Quarterly?

A quarterly is where anyone can bring motions and concerns of their districts or groups before the area committee to decide what needs to be on the Assembly agenda. It can be beneficial for the G.S.R. to attend quarterlies, though they cannot vote, they can still be informed of important background information for their home groups. The quarterly begins around 4:00pm on Friday with a general sharing session, which could include panel discussions and round table discussions. Saturday business starts at 8:00 am. A typical agenda for a

quarterly includes elected and appointed officer reports, Assembly reports, special committee reports, D.C.M. sharing, and bids for hosting an upcoming quarterly. Then after lunch the discussion starts on the motions brought forward by the districts. Each potential agenda item is discussed thoroughly before any vote is taken.

What is an Area Assembly?

An Area Assembly is any meeting of area G.S.R.s and the area committee. The Area Assembly is the mainspring of the Conference structure- the democratic voice of the movement expressing itself. Assembly meetings conduct business on a variety of issues: from General Service Conference business to workshops, and video programs with the aim of keeping A.A. strong and participation in service growing. The agenda for an assembly contains similar items to a quarterly agenda.

(Service Manual, Page S34 2007-2008 Ed.)

A Non-Election Assembly is when no election is scheduled. These assembly meetings deal with a variety of area concerns. (Service Manual, page S37 2007-2008 Ed.)

The Pre-Conference Assembly is a non-election assembly which meets in April. This assembly is where the Delegate discusses agenda items that will be considered at that year's General Service Conference (G.S.C.).

Any assembly motions come from the previous quarterly or from new motions which must be submitted to the Assembly by noon on Saturday.

An Election Assembly is held every two years in October to elect area committee officers.

In WSEA92 the election assembly is held on the odd years and we cast our votes for the following officers; delegate, alt-delegate, chairperson, alt-chairperson, treasurer, and alt-treasurer. The voting is conducted according to the Third Legacy Procedure and takes place during the course of assembly business.

When the assembly is over and all motions have been voted on, the delegate then submits any motions that affect A.A. as a whole to the Conference Board for consideration as a possible conference agenda item.

What does the Delegate do?

The Delegate's responsibility to serve worldwide A.A. As voting members of the Conference, delegates bring to its deliberation the experience and viewpoints of their own areas. Yet they are not representatives of their areas in usual political sense; after hearing all points of view and becoming fully informed

during Conference discussion, they vote in the best interest of A.A. as a whole. (Service Manual, page S46 2007-2008 Ed.)

What are the delegate duties?

Some of the Delegate's duties are:

- Communicate the actions of the Conference to the area committee members and encourage them to pass on this information, to groups and to intergroups and central offices. If an area is too large for the delegate to cover in person, he or she will ask area officers and committee members to share the load.
- Be prepared to attend all area, state/provincial, and regional service meetings and assemblies. From these meetings, delegates come to better understand their own area and can make suggestions for the conference agenda. Here, too, they come in contact with A.A. members who might not be reached otherwise.
- Work closely with committee members and officers, sharing experience throughout the year. After G.S.R.s and committee members have reported on the conference to their home groups and districts, learn from these A.A.'s how groups and members have reacted. (Service Manual, pages S46-S47 2007-2008 Ed.)

These are only a few duties of the delegate. For the complete list of the delegate's duties please see chapter 6 "The Delegate" in the A.A. Service Manual, page S46 2007-2008 Edition.

What is the Conference? Why is the group conscience important?

The final agenda for any Conference consists of items suggested by individual A.A. members, delegates, trustees, area assemblies, and director and staff members of A.A. W.S. and the Grapevine. The Conference considers matters of policy for A.A. as a whole, and there are tried-and-true procedures for placing and item on the agenda in the most appropriate part of the service structure.

If a G.S.R. has an idea for agenda item, chances are that he or she will want to discuss it first with the group, then at a district or area meeting, which can then forward it to the staff member at G.S.O. currently serving as Conference coordinator. (Service Manual, page S53 2007-2008 Ed.)

What is G.S.O.?

G.S.O. serves all groups in the U.S. and Canada and also offers services to A.A. overseas, especially in countries where there is no service structure. It serves as a clearing house and exchange point for the wealth of A.A. experience accumulated over the years and coordinates a wide array of

activities and services and overseas publications and distribution of A.A. Conference approved literature and service manuals. (See, Chapter 11 Service Manual 2007-2008 Edition, page S74)

What is Box 4-5-9?

Box 4-5-9 is a bi-monthly bulletin put out by G.S.O. containing general information and notes and special departments covering public information, cooperation with the professional community, and correctional and treatment facilities activities, English, French, and Spanish editions. (Service Manual page, S81 2007-2008 Ed.)

What is the Service Manual?

It is an outgrowth of the "Third Legacy Manual." All of the basic service principles and procedures outlined in that document have been retained. The Service Manual describes the basic structure and general guidelines by which A.A. conducts its business, and the responsibilities of specific service positions, A.A. W.S. and Grapevine. It includes the Twelve Concepts of World Service.

What is "The Grapevine" our meeting in print?

The Grapevine is the international journal of Alcoholics Anonymous. Written, edited, illustrated, and read by A.A. members and others interested in the A.A. program of recovery from alcoholism. The Grapevine is a lifeline linking one alcoholic to another. It is a monthly publication sent directly and discreetly to your mailbox. It contains A.A. stories, history, information, viewpoints, a little controversy, jokes, cartoons and much more.

There is a Spanish language version of The Grapevine called La Vina. The Hispanic members of A.A. make all the submissions. La Vina is published bi-monthly. (See, Chapter 12 Service Manual 2007-2008 Edition)

What is PRAASA?

PRAASA stands for Pacific Region of Alcoholics Anonymous Service Assembly. There are 15 areas represented by their delegates in the Pacific Region, they consist of areas in California, Oregon, Washington, Idaho, Nevada, Utah, Arizona, Alaska, Hawaii. The B.C./Yukon Territory is an honorary member of our region and also attends. PRAASA is an informal gathering of the delegates to share information without the formal responsibility of voting. PRAASA is not just for the delegates it is for everyone to attend, including: members of A.A., G.S.R.s, the area committee and G.S.O.

PRAASA always follows the same format. Thursday is the get acquainted sharing session. Friday starts at 1:00 pm with the panels of possible Conference agenda items. Later that night, there are round table discussions on the different service positions (i.e. G.S.R., D.C.M., treasurer, etc.). Saturday at 8:00 am is the PRAASA business meeting. Anyone attending this meeting can vote (this is the only voting in PRAASA). Then there are more panel discussions, dinner and speaker followed by the second round of round tables until midnight. Sunday the round tables make a brief report to the assembly of the discussion in their panels, followed by a general sharing session and the ask-it-basket where the 15 delegates answer the questions.

This is just a brief outline of what goes on at PRAASA. If you want to know more ask your delegate or a past delegate about their experience at PRAASA.

QUICK REFERENCE

Elections & Motions

How does WSEA92 Elect Officers?

When and Where do we Elect?

- Every 2 years, one the odd years, at the WSEA October Assembly(Area Handbook 5.0), coinciding with the Delegate's seating at the General Service Conference (Area Handbook 5.0)

What are the elected positions?

- Delegate, Chairperson, Treasurer, and their Alternates (Area Handbook 5.0)

Who is eligible?

- Any member in attendance (Service Manual page S36 2007-2008 Ed.)

Who votes?

- All WSEA committee members and all GSR's have one vote each(Service Manual page S35)
- The Third Legacy Procedure (Service Manual pages S20-S21)

How does WSEA 92 Appoint Officers and Standing Committee Chairs?

When do we make the appointments?

- Every 2 years (Except for Archivist, every 4 years), after the WSEA October Assembly (Area Handbook 7.0) coinciding with the Delegate's seating at the General Service Conference.

What are the appointed positions?

- Secretary
- Archivist
- Cooperation with the Professional Community Chairperson (C.P.C.)
- Corrections Facilities Chairperson
- Grapevine & Literature (GVL) Chairperson
- Newsletter Editor
- Public Information (P.I.) Chairperson
- Translation Committee Chairperson
- Treatment Facilities Chairperson

Who is eligible?

- Any AA member (Area Handbook 7.0)

Who votes for selection?

- After thorough discussion of each person who submitted a resume' and the position to be filled, selections are made by a consensus of the elected trusted servants at the meeting.

Motions

- What is a motion? A tool used to introduce business in a meeting.
- The Idea for motion can come from an individual, a group, a district, or from the committee meetings or from the floor of assemblies. (Area Handbook pages 1-2).
- Who can bring a motion? Any member in attendance.
- A motion should be written clearly, should be easily understandable to the assembly and should be presented with an explanation of current procedure (Area motions 77.4 and 82.9). All motions should be given to the secretary (2 written copies) prior to 12 noon on the business day of the quarterly or assembly.

How are motions made and acted upon?

- The motion is made and presented by the maker if possible.
- The motion is seconded.
- The Chair states the motion.
- Discussion is held.
- Members who wish to speak to the pending motion line up at the microphones and are called on in order. Each person may speak for (3) minutes. No one may speak for a second time on a topic until all who wish to have spoken for the first time.
- The Chair puts the question (motion) to vote.
- Chair restates the motion.
- Votes are taken by a show of hands.
- The Chair announces the vote.
- Chair finalizes motion (if no further action is required).

Proper procedure for consideration of a motion?

- Be considerate of the speaker and do not interrupt a member who has been assigned the floor.
- Motion requires a second.
- Can be debated and discussed.
- Can be amended.
- An amendment may be amended (only 2 amendments may be pending at any time).
- For passage, motions require a majority vote (2/3 if motion affects policy).
- The maker of a motion has first right to speak to it.
- A member can vote against his own motion, but cannot speak against it.
- A member can modify his motion before it is stated by the Chair, or offer an amendment after motion has been stated by the Chair.

- A member can withdraw his motion up to the time it has been stated by the Chair, after that he must have permission of the body.

Who votes on motions?

- At Area Assemblies: The Area Committee comprised of all elected and appointed trusted servants, all DCM's and all GSRs. (Service Manual page S35)
If any DCM or GSR is not able to attend, their alternates may vote in place of the missing member. One member one vote.
- At Area Quarterlies: The Area Committee comprised of all elected and appointed trusted servants and all DCM's.
If any DCM is not able to attend, their alternates may exercise the right to vote in place of the missing member. One member one vote.

Choosing not to Vote on a motion:

- Known as abstentions
- Are not counted
- Should be avoided
- Those members who do not vote agree to go along with the decision of the majority.

What types of motions require a majority vote?

- Main motion unless the motion will effect policy
- Housekeeping (if needing more than a general consent)
- Amendment to a motion (unless amendment will effect policy)
- To send to committee
- To postpone action (rarely used)
- To table (must be taken off table at the next regular meeting or it dies)
- Courtesy motion, allow a group to set aside question for something more important, such as the arrival of a speaker. Is out of order when used to kill or avoid dealing with a motion
- Take a recess or break
- Close meeting or adjourn

What types of motions require a 2/3-majority vote(Substantial Unanimity)?

- Main Motion when the motion will affect policy.
- To amend when the amendment will effect policy.
- To limit debate.
- To end debate (a call for the previous question) Cuts off debate and the motion is presented for an immediate vote.

Must be made in order at the microphone. The same individual may not speak to the question and then call for the question at the same time.

Cannot be debated.

What is General Consent?

- Used for matters of routine business or those matters where the sense of the group is in agreement (example: accepting minutes).
- Informal agreement of the group.
- Method in which action is taken without a formal vote or without a motion.

What is a Housekeeping Motion?

- Used in WSEA92.
- Motion that does not affect policy.
- Motion that does not limit or take away the rights of any member.
- Motion that typically does not deal with money expenditures.

What happens after a vote is taken?

- Minority Opinion is heard.
- The Chair asks for minority opinion which is the opportunity to bring new information or insight to the floor in regarding the immediate preceding motion.
- Members who voted in the minority may speak.
- Members who wish to speak line up at the microphone are called in order. Each person may speak for 3 minutes. No one may speak for a second time on a topic until all who wish to have spoken for the first time.

What is a motion to Reconsider?

- Motion made by a member in the majority that heard something in the discussion by the minority that has changed their mind.
- Allows a group to reconsider the vote on a motion.
- It enables a majority of the members, within a limited time, to bring back a motion for further consideration after it has been acted upon.
- Its purpose is to prevent hasty or ill-advised action.

Proper procedure for a motion to reconsider?

- It can only be made by someone who voted on the prevailing or majority side.
- Requires a second.
- It may be debated.
- Requires only a majority vote.

What happens to a motion now that it has been accepted?

If the motion is voted on and accepted by a majority at one of the WSEA quarterly committee meetings.

- The proposed assembly motion would then go to the home groups and districts.
- The DCM distributes the proposed assembly motion to the GSRs in his or her district in order that the proposed motion may be discussed at the local home group.
If the GSR's see a need for improving upon the proposed assembly motion that improvement may be suggested as an amendment at the next WSEA assembly meeting
- If the motion is voted on and accepted by a majority at the WSEA assembly. The motion becomes policy for the WSEA. As with any assembly motion it may be later changed or removed by future assembly motions.

Recommended G.S.R. reading

It is recommended that a G.S.R. be familiar with A.A. approved literature.

Here are some examples:

1. The A.A. Service Manual/Twelve Concepts for World Service
2. The G.S.R. Pamphlet
3. Understanding Anonymity pamphlet
4. The A.A. Group pamphlet
5. A.A. Traditions: How it was developed pamphlet
6. Self-Support: Where Money and Spirituality mix pamphlet
7. Twelve Traditions Illustrated pamphlet
8. Twelve Concepts Illustrated pamphlet
9. Area Newsletter
10. Area Handbook
11. 12 Steps and 12 Traditions
12. The Grapevine magazine
13. Pass It On

Often used Acronyms in A.A.

A.A.W.S	Alcoholics Anonymous World Service
C.P.C	Cooperation with the Professional Community
D.C.M.	District Committee Member
G.S.B.	General Service Board
G.S.O	General Service Office
G.S.R.	General Service Representative
Gv.R.	Grapevine Representative
P.I.	Public Information
P.R.A.A.S.A.	Pacific Region Alcoholics Anonymous Service Assembly
W.S.E.A 92	Washington State East Area 92
W.W.A 72	Western Washington Area 72

Sources of information used

The A.A. Service Manual

The A.A. Group pamphlet

The G.S.R. pamphlet

Self-Support: Where Money and Spirituality mix pamphlet

The A.A. Grapevine, Jan 1998

The Twelve Concepts of World Services Illustrated pamphlet