

Maintaining Current AA Records

WSEA 92 Policy recognizes that current and accurate information regarding trusted servants, groups and meetings needs to be recorded and maintained on official WSEA 92 and GSO databases. This vital information enables WSEA 92 and the GSO to effectively deliver on AA's Primary Purpose "carrying its message to the alcoholic who still suffers".

The synopsis that follows serves as a guide to providing the information needed for both systems, and ensuring that these crucial AA records are kept up-to-date.*

- Regarding the WSEA 92 database:
 - Information resides on the WSEA 92 website (area92aa.org) and accordingly, official oversight is a responsibility of the WSEA 92 Alternate Chair;
 - Within the website, all group, member and meeting data is fully secured, with password protected access;
 - Some select data from meeting information is made available to the "Meeting Guide" application, and is accessible via smart phone by the general public;
 - New group, individual and meeting information, along with all changes to existing information should be forwarded by the GSR to the DCM.
 - Each DCM has responsibility for ensuring the WSEA 92 website is current for their district by making the required updates through their secured access.

- Regarding the GSO database:
 - Information resides on the Fellowship New Vision (FNV) ** database.
 - All information on the FNV database is fully secured and password protected.
 - Oversight and support for the FNV is one of the responsibilities of the GSO Records Dept.
 - The WSEA 92 Registrar (also the Alt. Delegate) is provided password access for a select set of information update and modification transactions.
 - The **"A.A New Group Form"** (https://www.aa.org/assets/en_US/e_group.pdf) and the **"A.A Group Information Change Form"** (www.aa.org/assets/en_US/e_infchan.pdf), are downloadable and allow GSRs and other district trusted servants to submit information on groups, trusted servants, and meetings, directly to the GSO Records Dept. as noted at the bottom of the forms via mail, Fax or email; or directly to the WSEA 92 Alt. Delegate & Registrar via email at area92altdelegate@gmail.com.

Footnotes:

* Some Districts and Central Offices may choose to maintain an additional District database. This handout does not address the requirements of local District or Central Office systems. Please refer questions regarding those databases to your DCM or Central Office staff.

** Implementation is underway to replace the GSO's FNV with a new, more advanced "ERP" system in late 2019.