

# A Rough Guide to the ASC

At the ASC for the first time?

Confused? Bewildered?

You won't be once you've read through the rough guide....

First of all, **welcome**. You have arrived at the Sussex Area Service Committee.

Well done. So, what's it for? People who like sitting on committees? Or like the sound of their own voices? **No!**

The Guide to Local Services (the NA service "Bible") calls the ASC "**the essential workhorse of area service**".

Without it, the LSC and other subcommittees would not function. The message about our Fellowship would not be carried to the suffering addict in institutions, or to the professionals who work with addicts.

The ASC stands at the very heart of our primary purpose: to save others from suffering and dying needlessly of addiction.

Why do we need an ASC?

To answer that demands a look at the NA service structure. This is lead by the groups - and each group is autonomous, responsible to itself. But as the Fellowship has grown over the past 70 years, it has become increasingly necessary to delegate tasks within the Fellowship to particular committees, which remain accountable to the groups.

Without the ASC to co-ordinate the groups and subcommittees and to share information, NA service would be difficult if not impossible to carry out.

The ASC maintains a vital structure that allows for group donations to do their work, and also allows groups, via their GSRs, to support and instruct subcommittees.

A key part of the ASC's role is to keep the Area in touch with the world-wide Fellowship. NA has grown massively - there are now thousands of NA meetings worldwide and the ASC is an important point of communication in this network.

NA's service structure unites its Fellowship globally, which has allowed us to keep on growing as a worldwide Fellowship whilst maintaining our unity.

Role of the GSR

**"Group Service Representatives bear great responsibility. While GSRs are elected by and accountable to the group, they are not mere group messengers. They are selected by their groups to serve as active members of the ASC. As such, they are responsible to act in the best interest of NA as a whole, not solely as advocates of their own group's priorities... If we are vigilant in choosing stable, qualified leaders at this level of service, the remainder of the structure will be sound" - A Guide To Local Services**

## Things a GSR needs to do at the ASC

- **ATTEND!** Without a GSR a group has no voice, and without GSRs we have no ASC.
- **Make a written report.** This is a basic report on your group, including any service positions vacant, any group conscience that you are carrying and any other information eg change of time, venue etc.
- **Buy literature for your group.** It is your responsibility to try and ensure that your group has a healthy stock of literature. Literature can also be ordered directly from [www.ukso.biz](http://www.ukso.biz)
- **Make a donation, if you have one.** Again, it is your responsibility to remind the group why donations are important in carrying the message to the addict who still suffers, both in the UK and worldwide.
- **VOTE.** Don't worry if this seems confusing, The basic rules are as follows:  
**For normal ASC business, only GSRs may vote. While anyone present may make a proposal on any given issue, a GSR must second all proposals before a vote is taken.**  
**There is only one vote per group.**  
**You can vote FOR or AGAINST a proposal, or you can ABSTAIN if you are either unsure which way to vote or feel the matter requires further discussion. A GSR must vote in one of these three ways on every proposal.**  
**For a motion to be carried, more than 50% of GSRs present must vote for it. If the againsts and abstentions together number more than 50% of the vote, then the motion fails.**
- **Carry your group's conscience.** Sometimes you will be asked to express your group's conscience when voting on an issue, This is usually in the case of issues that may affect the groups directly or NA as a whole. It usually means that the vote will be taken at a future ASC once GSRs have taken the matter back to their groups for discussion.
- **All remarks should be directed via the Chair.** Otherwise, business becomes a free-for-all! This means raising your hand to attract the Chair's attention. The Chair will make a list of the names of those wishing to speak and may close it if the list becomes too long. The Chair also has the discretion to rule a motion out of order if it breaks the spirit of the Traditions.

On other issues, usually relating to the ASC itself, such as election of steering committee members, a vote will be taken on the night. In such cases, as the trusted servant of your group, you can decide which way to vote.

The steering committee (the Chair, Vice Chair, RCM, Treasurer, Secretary & Literature) are only allowed to vote in matters affecting them as part of the meeting, eg the time and date of the ASC, or if more time is needed to conclude the evening's business. Also if a vote is tied, with the same number of GSRs voting for and against a proposal, the Chair has the casting vote.

## Things a GSR needs to do outside of the ASC

- **Keep the UK NA website updated regarding any changes to your meeting, such as changes to time, date, venue etc.** [www.ukna.org](http://www.ukna.org)
- **Keep Sussex Area NA website informed of any changes to your meeting, such as changes to time, date, venue etc.** Email [webservant@sussexna.org](mailto:webservant@sussexna.org) and they will update the website.
- **Become familiar with the 12 Traditions.** This will help you to guide your group in service-related matters.

- **Take information from the ASC about subcommittees, events, service positions vacant etc back to your group.**
- **Hold a Group Business Meeting at least once a month to formulate your group's conscience.** This can be done as part of your meeting or in a separate business meeting. The group's donations and literature stock are usually discussed at this point along with any other issues. Votes on ASC issues should also be taken. Suggested Group Business Meeting questions can be found in the Group Booklet or at <https://sussexna.org/wp-content/uploads/Group-Booklet.pdf>
- **Work with a vice GSR** so that there is a competent replacement for you when your commitment is over.

## Relevant Service Literature

This guide is designed to make the ASC seem less daunting and hopefully answers some basic questions. GSRs may find it useful to familiarise themselves with service literature such as A Guide to Local Services and The Group Booklet. Your group should have a copy of The Group Booklet – if it does not, ask the Area Literature person for a copy.

More information can be found at <https://sussexna.org/na-members/>

## Still bewildered?

**Then ASK! The only wrong questions in NA service are the unasked ones. Do not hesitate to ask if you need something to be explained or clarified.**

**Remember.... Service helps you to stay clean, and this is service to be proud of.**

## So keep coming back!

You are likely to hear a lot of abbreviations and acronyms whilst at Area. These are some of the common ones:

ASC = Area Service Committee

GSR = Group Service Representative

RCM = Regional Committee Member

UKSO = UK Service Office

WSO = World Service Office

LSC = Local Services Committee

H&I = Hospitals & Institutions

PI/PR = Public Information/Public Relations

F&E = Fundraising & Entertainment