

Utah Regional Service Committee PI Subcommittee Guidelines

Proposed 2/13/2016

Purpose

The purpose of the Utah Regional Service Committee (URSC) Public Information (PI) subcommittee is to inform the public that NA exists—that it offers recovery from addiction—and how and where to find it. All activities directed to that end shall be carried out in accordance with the Twelve Traditions of Narcotics Anonymous.

Functions/Responsibilities

The basic functions of URSC PI subcommittee are:

1. To open and maintain lines of communication
 - a. Between NA and the public.
 - b. Between the URSC and the Utah areas.
 - c. Between the URSC and the USSC.
 - d. Between the URSC and the World Service Office/World Board.
2. To respond to all requests for information in a timely and effective manner.
 - a. The committee will be sure that those requests are handled at the appropriate level of service. Remember our Ninth Tradition states subcommittees are “directly responsible to those they serve.”

Meetings, Membership, and Voting

1. The URSC PI subcommittee will meet regularly at a designated time and place that is well publicized, encouraging all members to attend.
2. Members of the URSC PI subcommittee shall be defined according to one or more of the following:
 - a. Those assigned to head specific projects as needed.
 - b. Those willing to help on various projects as needed.
 - c. Those who have attended at least two URSC PI subcommittee meetings.
3. Voting: All members of the URSC PI subcommittee who meet the aforementioned criteria shall be permitted to participate in any group conscience taken at the URSC PI subcommittee meetings.
 1. The URSC PI subcommittee shall have a quorum of two committee members to conduct business.
4. Any participants without previous PI/PR experience will be offered a PI orientation with the URSC PI chair.

Task Force Committees

Task force committees may be established by the URSC PI subcommittee, as the need arises, to work on specific projects such as:

1. Speaker lists
2. Information packet mailings
3. Creating and updating contact lists
4. Material for posters
5. Formats for speaker presentations