OVEREATERS ANONYMOUS
REGION NINE ASSEMBLY

POLICIES AND PROCEDURES
A SUMMARY OF CONTINUING EFFECT MOTIONS

Embrace the similarities
Love the differences
In all our affairs

1983 – 2010
(Re-organised 2008)

ADOPTED BY REGION NINE ASSEMBLY
OF OVEREATERS ANONYMOUS
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SUMMARY OF SECTIONS OF
OVEREATERS ANONYMOUS
REGION NINE POLICIES AND PROCEDURES MANUAL
A SUMMARY OF CONTINUING EFFECT MOTIONS

The Region Nine Policies and Procedures Manual is arranged in topics as follows and
the sub-topic of each motion is capitalized for ease of understanding. This is then
followed by a list of continuing effect motions which are listed in chronological order.

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I. ASSEMBLY
STATEMENT OF PURPOSE
The primary purpose of the Region 9 Assembly is the same as that of all OA service – to carry the OA message to the still suffering compulsive overeaters, wherever they live and whatever language they speak. In fulfilling our purpose, we should ever strive to achieve worldwide OA unity and common policies among all countries. With love and tolerance as our code, together we can do what we could never do alone. (1983a)

DURATION OF ASSEMBLY
That Assembly be extended to two full days. (1989b)

DESCRIPTION
Motion to call the European Service meeting, the R9 European Service meeting agreed (1991m)

REGISTRATION FORMS
Move that Region 9 adopts the following forms:
1. Officer and Committee Chairs
2. Delegate Registration. (1995m)

ORIENTATION SESSION
At each Assembly there will be an orientation session. The aim being to give delegates (particularly first time delegates) a general overview of the processes of the Assembly. (1997a)

LOCATION & ELECTION OF ASSEMBLY
The annual Region 9 Assembly will be held within Region Nine. (1999b)
The hosting service body for the regional Assembly and Convention shall be elected two years prior to running the event. (2009b)

REGISTRATION FEE FOR ASSEMBLY
Move to charge 50€/£33 or equivalent registration fee for the Region Nine Assembly, payable upon registration at the Assembly. (2006d)

BYLAWS
That Delegates are asked to bring their own copies of Bylaws to Assembly. (1989a)

REPRESENTATIVE ADDRESSES ON ASSEMBLY MINUTES
Addresses are to be provided on the contact list attached to the assembly minutes. Any person not willing to have their address published, should advise the secretary at the Assembly, who will not publish their address.(1999a)

VITAL LINK
Move to approve the newly revised R9 Vital Link. (2004a)

AUTOMATIC REMOVAL OF OUTDATED POLICIES
Automatically remove outdated or completed Region 9 Assembly policies from the Policies and Procedure manual (2006a)

LIAISON WITH SERVICE BODIES NOT REPRESENTED AT ASSEMBLY
The Assembly will divide up the list of IGs and NSBs not represented at the Assembly amongst the delegates who are in attendance at the assembly. Each delegate will be responsible for undertaking liaison activity with the SB they have adopted. Each delegate will then submit a written report to the Region 9 12th Step Within Committee within 6 months of the Assembly. The 12th Step Within Committee will then log these responses and continue to try to encourage contact with service bodies not represented at assembly (2010a).

ORGANISATION OF THE P&P MANUAL
The P&P shall be organised with a table of contents followed by the various detailed motions in relevant Region 9 topics / sections and then finalised with a list of detailed motions in chronological order. (2008a)

EMERGENCY NEW BUSINESS
In order to qualify as emergency new business any motion must be:
a) Referring to new business only and not addressing the same issues as other motions brought to
the current Assembly;
b) Of an urgent nature so that not considering the motion immediately would be harmful to the
welfare of OA as a whole. (2009d)

REGISTER OF SERVICE BODIES AND ATTENDANCE TO BE INCLUDED IN
ASSEMBLY MATERIALS
The Assembly Materials of Region 9 are to include a register of Region 9 countries with details
of Intergroups in each country and the current number of groups, also including details of when
the Service Body was represented at Region Assembly. (2010b)

II BOARD POSITIONS, AND DUTIES
Move to adopt the following
JOB DESCRIPTIONS FOR BOARD AND COMMITTEE CHAIRS as part of our Regional
policy and procedure.
CHAIRPERSON:
The Chairperson is elected by the Region 9 Assembly for a period of two years and fills a variety
of duties:
- Chairs the R9 business assemblies, including preparation of the Agenda
- Communicates with the different R9 officers and committees during the year
- Attends functions within the Region, where budget allows
- Represents R9 at the World Service level, including at the WSBC
- Represents R9 in the Board of Trustees Intergroup and Region committee (IGAR)
- Works with the R9 Trustee on some of the issues directly concerning the Region
- Chairs the R9 Board
- Is responsible for ensuring that an Officer Nomination form is sent to each Intergroup and
  Delegate in an election year
- Is responsible for sending a Bid form for hosting a R9 Assembly to Intergroups and Delegates
  on election year (1999h)
TREASURER:
The Treasurer is elected by the Region 9 Assembly for a period of two years and fills a variety of
duties:
- Chairs R9’s Budget and Finance committee
- Prepares an annual budget for approval of the assembly
- Maintains records of all Income and expenses incurred by the different activities in the Region
- Provide an annual report of all contributions received, as well as income and expenses
- Maintains the R9 bank account and records of monies kept by different functions in other
countries (satellite banking)
- Serves on the R9 Board (1999h)
SECRETARY:
The main responsibilities of the Secretary are to produce and mail minutes of all Region 9
Assemblies, and maintain updated listing of R9 Intergroups and National/Language Service
Boards. The procedure for this is as follows:
MINUTES OF THE ASSEMBLY:
1. The Chair will send out an agenda prior to the Assembly, and will include reminders to all
Officers and presenters of topics to bring with them to Assembly a written report for inclusion
with the minutes.
2. It is useful to record the Assembly with a tape recorder. A small hand held machine is quite adequate.

3. At Assembly, the Secretary needs to collect copies of all reports to be included with the minutes. It is also necessary that all motions are given to the Secretary in writing. It is important to note the name of the proposer and seconder, and the count of the voting on each motion.

4. The time scale for producing the minutes is short, and it is helpful to have copies of all paperwork to be included with the minutes in your possession, when coming home from the assembly, as there may not be time to use the postal system and still get the minutes out in the timescale set out in the bylaws.

5. Typing the actual minutes is time consuming. It's probably a full day's work. When the first draft is complete, it is useful to fax a copy of the minutes to the chair, or another officer who was present at the Assembly for any comments. It's also useful to have a local member proof read the minutes for spelling or grammar mistakes. The minutes will include all reports, and revised copies of the R9 Bylaws and P&P Manuals, if possible.

6. Once the minutes are printed and bound in a simple binder, one copy can be taken to the post office where it is weighed and the postage costs for the different parts of the world assessed. Then one can buy the stamps and do the mailing from home, if that is suitable. The minutes are expensive to produce, so it is always helpful to keep a balance of monies in a satellite account if the Secretary is not in local contact with the Treasurer.

UPDATE OF LISTS Another duty for the Secretary is to see that an up to date list of all R9 Intergroups and National/Language Service Boards is mailed periodically to each R9 officer. This is compiled from information which the Intergroups may send directly to the Secretary and also from the information which the World Service Office sends directly to the Secretary. The World Service Office will send a list of all Intergroups and meetings in R9 to the Secretary periodically, as well as all enquiry letters they may have received. The letters are forwarded to the Outreach chair who will send off letters welcoming new meetings. It is helpful for the Secretary to inform the R9 Trustee or Chair of new Intergroups forming in the Region. It is useful to keep in contact with the R9 Chair on a regular basis. (1999h)

Move that reports and documents be delivered to the registered representatives prior to Assembly. (2002h)

Addresses are to be provided on the contact list attached to the assembly minutes. Any person not willing to have their address published, should advise the secretary at the Assembly, who will not publish their address. (1999a)

Move to adopt the Region 9 Minutes to a manageable size. The Region 9 Minutes will contain: Date/Time and place of Region 9 Assembly, names of Officers, number of representatives present, record of action taken on the minutes of the previous meeting, the exact wording of each motion as it was voted on, and whether it passed or failed, the maker’s name. If the vote counted, the count should be included. Any notice given at the meeting. Points of order and appeals, and Committee reports. A note that the revised version of Region 9 Bylaws and P & P can be obtained from the Region 9 web site or can be requested from the Region 9 secretary. To avoid confusing the Minutes with other Region 9 Assembly materials, they will be called Region 9 Minutes. (2005a)

BYLAWS COMMITTEE:
The Chairperson of the Bylaws Committee is elected at the R9 Assembly and serves for a period of two years with the option of being re-elected for a further two years. The duties would include:
- Chairing committee meetings and reporting back to the R9 Assembly and Board when appropriate
- Ensuring that the Secretary gets written Bylaw reports at the beginning and end of Assembly
- After the revised Bylaws and P & P Manual have been checked furnishing the Chair, Secretary, Treasurer and Web Committee Chair with an electronic of the up-dated Bylaws and Policy & Procedure Manual in time to have these available on the web site at the same time as the minutes of the Assembly (in accordance with Region 9 Bylaws Art VII S2 Duties 2 – within 45 days of the Assembly). (2008h)
- Sending a printed copy of all proposed Bylaw Amendments to the Chair of the Board to be included in the mailing with the Agenda for Assembly
- Gathering an active committee to work throughout the year, reviewing the Bylaws and preparing new or revised motions where necessary. These members may be from anywhere within R9 but it is vitally important to encourage people from the Chair’s local Intergroup who will be at hand to do the practical work
- To update the P&P Manual annually. While updating the manual make any spelling, punctuation or grammatical corrections as necessary so that the intent of the policy is unchanged. To ensure that the layout of the document is consistent and clear. (2008g)
It is helpful to remember that when the Chairperson presents amendments she/he will have to defend them and so it can be helpful to have notes from the committee as to intent - one may not always remember why the committee selected a particular wording. (1999h)

TRUSTEE
Motion adopted for proposal as an amendment to WSBC bylaws "An applicant for R9 trustee shall live in R9 and also have at least one year's service on the board or committee level of the R9 assembly." (1991k)

REGION 9 REPRESENTATIVE
A Region 9 Representative is an OA member chosen by an Intergroup/NSB/LSB/unaffiliated group1 meeting within Region 9 to be its representative during the Region 9 Assembly, and to carry out all the associated tasks of a liaison between the Assembly and the represented group. Groups are encouraged to choose their representatives for a 2 or 3 year period, so that the representative is able to learn the Assembly procedures and stand for regional elections. 1 According to the Region 9 Bylaws Article IV, Section 2f and Section 2(II)c, a representative of an unaffiliated group may be granted a voice and even a vote if and only if this is approved by the majority of the Assembly.
The group might decide to send its representative to the Region 9 Convention as well.

1. Registration for the Assembly/Convention.
After the Assembly/Convention details have been decided upon by the hosting group and sent out to service bodies by the Region 9 Secretary, it is the responsibility of the representative to:
a) Register for the Assembly with the Region 9 Secretary (using the form provided by the Region), taking care to do so before the registration deadline stated on the form. If the representative wishes to participate in the Convention, they should register for that event following the instructions provided by the hosting service body.

In addition to that, the representative can ask the region for financial assistance, in case the cost of participating in the Assembly prove to be too high for their service body to cover. The request has to be made within 2 months after receiving the Assembly invitation. Note that the funds allocated for representative assistance are limited and there is no guarantee that the support will be granted to all those applying.
b) Book Hotel Accommodation – the representative may choose to stay at the place where the Assembly and Convention are held (details will be provided by the Region), which usually proves the most convenient option, but if they wish, they may also find a different place to stay.
c) Organise and book the travel arrangements.
2. Receive the Assembly Materials Binder before the Assembly.
Materials relating to the business that is to be carried out during the Assembly will be sent out before the Assembly takes place. On the Assembly registration form the representative will be asked whether they wish to receive an electronic or a printed copy of the materials. The representative should read those materials (they will include information on the motions that are to be voted upon) and, if possible, discuss them with the service body they represent. The service body has the right to instruct its representative according to the way they should vote. However, as new information and amendments to the motions may appear during the Assembly, most service bodies allow their trusted representatives to make the final decision as to the voting during the Assembly itself.

3. Committee Participation.
The representatives are encouraged to join one of the following Region 9 committees: Budget, Bylaws, Electronic Communications, Translations, Twelfth step within. Although committee meetings take place during the Assembly, in most cases members are required to work for the committee throughout the year.

4. Assembly Participation.
The representative is to attend all of the business sessions of the Assembly in order to vote and participate in the debates.

5. Standing for Elections
During every Assembly, elections for positions of Committee Chairs and members of Region 9 Board are held (see Region 9 Bylaws, Article VII, Section 3 and Article IX, Section 3). A representative that feels willing to serve at region level is welcome to put themselves forward as a candidate. They may want to discuss such a decision with the Region Chair and their sponsor.

6. Reporting back to the Service Body.
The representative is supposed to report the matters discussed by the Assembly back to their service body. The report should also cover the Assembly workshops, as well as any ideas and goals for the future. The form of this report is up to the representative and their service body. Many representatives prepare written reports and present them during workshops.

7. Hand your service to the next representative.
Encourage your group to choose its next representative a year before your term is due to end. During that year, allow the person chosen to have a closer look at your work and assist them when their term begins. (2010d)

III REGION 9 COMMITTEES
COMMITTEES RELEVANT FOR REGION 9
The following committees will operate: Budget, Bylaws, Electronic Communications, Translations. (1997b) Twelfth step within (2008j)

TRANSLATIONS COMMITTEE CHAIR Will be the centre for information flow about translation and printing of OA material, both for matters of policy and of process. (1997b)

ELECTRONIC COMMUNICATIONS Will be the centre for information flow about electronic communications, both for matters of policy and of process. (1997b)

REGION 9 PLAN (formally “Long Range Planning Committee”) The Long Range Planning Committee has completed its work and will cease to exist. Planning will form part of the work of the full Assembly. One member will be appointed to give a presentation on Region 9 planning at each Assembly. (1997b)
TWELFTH STEP WITHIN  The purpose of this committee is to offer support and guidance to new and existing groups and service bodies. (2008j)

SUPPORT OF COMMITTEE CHAIRS
Move that a “Buddy” system be brought into place for committee chairs to support each other in the work they have undertaken for the year. (2002b)

IV  REGION 9 TRANSLATIONS
TRANSLATION INTO FRENCH
Move to adopt a policy to translate material into French. This material will include information from Region 9 and WSO, and various forms. The policy would be implemented by a committee of Israeli members, to be formed for this purpose. (1995j)

TRANSLATION GUIDELINES
The Translation guidelines submitted by the Translations committee were adopted. (1999l)
Motion adopted “to revise the format of the Region 9 Guidelines for translations, by adding an index, sub-headings, bullet points and editorial changes.” (2002g)
Move to approve the Translation Guidelines. (2005b)
Move to add the following statements to the current Region 9 Translations Guidelines in the appropriate places:
“When OA Literature is updated, it is recommended that Service Boards selling existing stock insert an errata slip when detailing the most recent changes.”
“Be aware that there may be people in other regions/countries working on translations in your own language. Consider in keeping in contact with them.” (2002c)

ASSEMBLY ASSISTANCE WITH TRANSLATIONS
The R9 Assembly will assist the Service Boards within Region 9 by doing the necessary legal work for getting translated literature approved by the WSO at the assembly; the translations committee will assist with filling in and explaining the licensing agreement forms to get translated literature approved. (2008k)
Each year at the Assembly we will set aside time in the agenda for issues regarding translating literature. We will help each other with questions regarding translating literature, understanding the different licensing agreement forms, filling in licensing agreement forms, copyright-issues and other issues related to translating literature. (2008n)

V  FINANCE AND BUDGET
REGION 9 FUNDS TO BE USED LOCALLY
In the event of an Intergroup having on hand funds raised for Region 9, these can, with permission, be used for Region 9 purposes in that country without going through central account. (1983d)

FINANCIAL ASSISTANCE FOR DELEGATES TO REGION 9 ASSEMBLY
Financial assistance be granted to delegates travelling to Region 9 Assemblies. Draft claim form approved. (1985b)
That the mailings to all member groups and Intergroups, as in article 5(ii) of the Bylaws, shall include applications for assistance to be returned within 2 months. To restrict assistance to Intergroups at present, and to include a registration form with this mailing. (1988d)
The Assembly resolves that priority for financial assistance for Regional representatives travelling to the R9 Assembly will be given to those IGs and NSBs that have never been represented before, secondly to those with the greatest distance to travel. (2009e)
It is requested that service bodies attach to the application form for assistance - the latest financial summary of the service body and that they give details of any funding for attendance at Region 9 Assembly from elsewhere. The Region 9 Board are authorised to consider (by email) those applications (2008e)

The Board is authorized to make a decision on transferring up to EUR 2400.00 (GBP 1700.00) from Service to Delegate Assistance, 4 months before the next Assembly, whenever that takes place. (2007a)

FINANCIAL ASSISTANCE FOR TRANSLATION / PRINTING
Move to provide funding for the professional translation and/or printing of Literature. After adopting the Budget for Translation at the Region Nine Assembly, application forms will be sent out with the minutes of the Assembly. The treasurer will then send a reminder (via the Secretary) to all service bodies by email by 31st January. These applications must be sent to the treasurer by 31st March of the following year. The board is authorised to make a decision on the allocation of the translation and printing of literature budget by 30th April. Consideration will be given by order of priority as follows:

Service Boards
a) who currently do not have anything translated in their language
b) who have a small number of pamphlets currently translated (approved or not approved)
c) are interested in translating The Twelve Steps and Twelve Traditions of Overeaters Anonymous.

The Officers will consider the applications and make payments by 31st May.

It is required that the Service Body requesting such funds
a) Include that in the application, a list of material that has already been translated in that language
b) Considers that this funding is a “payment on account” with a view to it being contributed back (in part or full) to Region Nine as the literature is sold, so that funds are reintroduced for translation of further material in future years
c) Make a substantive contribution to the cost and give details in the application.

The appropriate forms are available from the Secretary. (2004f)(amended 2008b)

SUGGESTED CONTRIBUTION SPLIT
Donations to be divided 70/30 between service/delegates, unless otherwise specified. (1989d)

FUNDING OF REGION 9 CHAIR TO WSBC & ALL REGION 9 BOARD TO REGION 9 ASSEMBLY
Region 9 chairman to attend every World Service Conference. (1989h)
To fund all Region 9 officers to attend R9 assembly. (1999k)

SATELLITE BANKING
Move to amend the P&P manual by adding the description of Satellite banking as follows: The Satellite banking concept described in the minutes of the 1994 Assembly is endorsed by the R9 Assembly as a procedure for simplifying and regulating the money transfers between donations and expenses in R9. (1994a)

ORGANISATION OF BANKING
Move to authorise the Regional Treasurer to set up a Business Account with PayPal.com. (2004b)
Move to authorise the Regional Treasurer to open an interest bearing deposit account with a bank. (2004c)
Move to authorise the Regional Treasurer to open a new bank account with an institution chosen at the Treasurer’s discretion. (2004d)

FUND RAISING PRODUCT
Move that R9 shall have a fund raising product for sale. (1994b)
The finance committee shall investigate and purchase OA Region 9 merchandise for sale at WSBC and other OA events, to raise funds for Region 9. (2002f)

SUGGESTED CONTRIBUTION TO REGION 9
To suggest to all Region 9 groups and service bodies that they aim to contribute a minimum of 5% of their annual income to Region 9. The suggested contribution, however it is to be paid, payable before 1st September each year. (2009c)

SUGGESTED CONTRIBUTION TO WSO
Adopt a suggested contribution per group to WSO however it is paid of equal to 1/3 of its contribution to Region 9. (2006i)

ACCOUNTING YEAR, ACCOUNTS & REVIEW THEREOF
The Account year for Region 9 shall be 1st June to 31st May and the review of these accounts shall be completed by 31st August of the same year.

The person reviewing the accounts shall be an appointee of the Region 9 Board and shall ideally be a qualified account (or equivalent) and shall live in the same country as the Region 9 Treasurer.

The Region 9 Treasurer shall make available to the person reviewing the accounts all records, or copies of all records relating to the Region 9 Accounts.

The Region 9 Treasurer will furnish the person reviewing the accounts with details of all monies held in Satellite Banking and the names and addresses of the person/bodies holding these monies. The person reviewing the accounts shall satisfy themselves of the accuracy of the Region 9 Accounts and shall verify the balance in all Satellite Banking Accounts.

The person reviewing the accounts shall submit a written report to the Region 9 Board. (2006b)

REGISTRATION FEE FOR ASSEMBLY
Move to charge 50€/£33 or equivalent registration fee for the Region Nine Assembly, payable upon registration at the Assembly. (2006d)

AD-HOC PAYMENTS FOR MISCELLANEOUS BY COMMITTEE CHAIRS
That Committee Chairpersons can spend up to EUR 110.00 (GBP 73.33) for Region 9 without prior permission from Assembly, Region 9 Chairperson or Secretary. (2006g)

VI  WEBSITE
ACQUIRE WEBSITE FOR REGION 9 & COMMITTEE ESTABLISHED TO AGREE CONTENT & DESIGN
Region 9 will register/purchase the domain name OARegion9.org Cost: £20/year ($30/year to buy domain name); usually paid 2 years in advance (monthly) + £50 for source (to keep it running), DNS Service (£80 per year?) (2000b)

NB The Region 9 website address has now been revised to :- www.region9oa.org

Motion adopted to establish a Region 9 web site. A committee will be set up to agree content and technical design.

Committee members will include
- content editor
- technical editor
who will liaise with the Region 9 Board. (2001c)

AUTOMATION OF WORLD SERVICE ONLINE MEETING
Motion adopted that Region 9
a) investigates options and cost benefits for the automation of the world service online meeting.
b) contact other Region chairs to get their views on the value of the automation with a view to putting forward a proposal to the world service office at the next world service business conference. (2001e)

WSO ONLINE MEETING DIRECTORY
We move to ask World Service, to investigate the options and costs to improve the search capabilities of the world service online meeting directory. The search results should be narrowed down by allowing search by “closest city” and zip code, and the results should be displayed in a single page making it quicker to find the appropriate meeting. The meeting form would have to be changed to include “closest city.” (2002d)

PUBLICATIONS POLICY
Every registered Service Body within Region 9, as well as the WSO or other Regions, can submit material to place on the Region 9 website. (2008i)

We move to create a document explaining the procedure for application to the Region 9 translation fund. (2009a)

MAINTAINING ANONYMITY
The Region 9 Electronic Communications Committee Chair and the Region 9 Secretary will ensure anonymity is maintained when publishing material from registered Service Bodies within Region 9, WSO or other Regions. (2008m)

NOTIFICATION FOR FUNDING FOR TRANSLATION
The Region 9 Website should include the “Notification concerning Application for Funding for Translation and Printing of OA 12 Steps and 12 Traditions in Region 9” as attached to this motion. (2010a)

The Region 9 Website should include the document “How do service bodies trying to translate OA literature apply for financial assistance from Region 9?” (Refer Appendix) (2010c)

VII SERVICE BODIES

MANUAL FOR NATIONAL/LANGUAGE SERVICE BOARDS
Motion adopted that Region 9 should produce a Manual for National and Language Service Boards, including sample Bylaws, that allow flexibility and options for different needs, with examples from bylaws already established and from the current draft. (2001b)

Move that the Assembly adopt the outline of the guidelines as revised for National/Language Service Boards. (2002a)

Adoption of the Guidelines for National/Language Service Boards under the title Region 9 Manual: Guidelines for National/Language Service Boards and also publish it on the Region Web Site. (2005c)

NEW GROUPS & CONTACT WITHIN REGION 9
When new groups emerge in R9 the Chair and Trustee will encourage neighbours to help each other and use money from the liaison budget to promote service visits from an existing IG or NSB to these new areas of OA activity. (1996g)

RESTRUCTURING WSBC
This Region believes that restructuring decisions should take account of both cost and principle – they are equally important. (200f)

OA OVERALL SERVICE STRUCTURE
The following statements were adopted. Under the current structure we do not recommend breaking up into further groups. Recommend Option 1. To consider carrying on as is.

Recommend that the assembly seek to improve communication during the year and that the strategic planning groups specifically work on this as action items. For now we do not foresee the development of an OA International and believe it is in the best interest of countries in Region 9 to maintain representation at WSBC.

We recommend that Region 9 Assembly take action to promote an increase of contributions to Region 9 and World Service Office.
We do not recommend country autonomy at this time. In the long term we see Europe & Eastern Mediterranean as one group and Africa and Asia as separate groups. (2000c)

1. Motion adopted reaffirm the 2000 Region 9 Assembly statement:
For now we do not foresee the development of an OA International and believe it is in the best interest of countries in Region 9 to maintain representation at World Service Business Conference.
We recommend that Region 9 Assembly take action to promote an increase of contributions to Region 9 and World Service Office.
We do not recommend country autonomy at this time.
2. Continue to relay this message within the OA service structure, creating a restructuring sub-committee for this purpose. (2001a)

REGISTER OF SERVICE BODIES AND ATTENDANCE TO BE INCLUDED IN ASSEMBLY MATERIALS
The Assembly Materials of Region 9 are to include a register of Region 9 countries with details of Intergroups in each country and the current number of groups, also including details of when the service body was represented at Region Assembly. (2010c)

VIII  PUBLIC INFORMATION
REGION 9 WEEK
Move to adopt a Region 9 week to think of our members and the still suffering compulsive overeater. Also in view of our geography, countries, states and language barriers within our Region to think about OAs who may be living in troubled or poor areas. (2006e)
The first week of September is designated as Region 9 week. (2008c)
The Assembly will make a detailed plan for PI work in order to increase awareness of OA in countries that do not have any OA meetings at all or have only very few meetings. The nature and content of this PI will be decided by the Assembly or the Translation and PI committees. (2008i)

IX  WORLD SERVICE BUSINESS CONFERENCE & WSO
FUNDING OF REGION 9 CHAIR TO WSBC
Region 9 chairman to attend every World Service Conference. (1989h)
REGIONAL DELEGATES TO WSBC
1. If the Region is represented by less than forty per cent of its Intergroups, up to 5 additional delegates to WSBC could be selected.
2. Preference shall be given to Delegates from Intergroups and service bodies that otherwise will not be represented.
3. If there are no candidates from those Intergroups, the Region 9 Assembly will select the candidates from among its voting members who will be able to attend WSBC.
4. The selection of candidates will be made at the yearly Region 9 Assembly.
5. All candidates have to comply with the qualifications for delegates in the OA Inc, Bylaws, Subpart B, Article X, Section 3, c, 1-5.
6. Intergroups that submit candidates to be selected as Region 9 Delegates to the WSBC have to file an application at least 60 days prior to the Region 9 Assembly where the selection will be made.
7. All applications are to be sent to the Region 9 Treasurer.
8. The Treasurer will inform the Region 9 Assembly of the Candidates on the Friday morning and the Assembly will make a selection from among those having filed the Application provided they meet the requirements.

9. The funding of the Region 9 Delegate will depend on the availability of funds. If the funds are available the Region 9 Delegate to the WSBC will be funded according to the Policy and Procedure 1996h.

10. Prior to selection of the delegates, the Treasurer will inform the Assembly of the funds available for this purpose.

11. The number of delegates selected will depend on the funds available, but in any case shall not be more than five. (2006c)

COMMUNICATION FROM WSO
Move to instruct WSO that all mailings sent out to Service Boards and which require responses to be returned to WSO, will allow for a minimum of 60 days for the required response to be returned. These mailings will be made available electronically and electronic returns will be acceptable. (2002k)

FUNDING OF REGION 9 DELEGATES
Delegates representing Region 9 as a whole may be sent to the WSBC if funds are available within the Region 9 budget or from the WSO. Those delegates will be (in order of privilege, in case the financial supplies are limited): the R9 board secretary, the R9 treasurer, and/or OA members from within Region 9 who have been to the World Service Business Conference before, meet the requirements for a WSBC delegate and will not be representing any other service body at the WSBC. Information about such persons being sought will be mailed to the service bodies that are sending delegates to the R9 Assembly in the year before the Conference in Question, the order of applications will determine the choice of the future Region 9 delegates. (2010f)

X CONVENTION
DURATION OF CONVENTION & MISC
Length of Convention at the discretion of its host SB. (1991l)
The annual Region 9 Assembly will be held within Region Nine. On even years, a Region 9 Convention will not be necessarily held. (1999b)
XI MISCELLANEOUS
REGION 9 OFFICE
Move to adopt a policy to prepare guidelines for setting up an office. (1995k)

ANOREXIA / BULIMIA
Region 9 to propose new business policy motion for WSBC 1998 to rescind WSBC policy 1982a that states “Overeaters Anonymous does not have any literature for specific eating disorders other than compulsive overeating. We welcome in love and fellowship all who have the desire to stop eating compulsively”. (1997f)

Anorexic/Bulimic issue After a long and moving discussion the following position statement was adopted:
We believe our literature is not yet inclusive; it is especially important that the first contact with a newcomer (of all types) be inclusive.
The term “compulsive eater” is more inclusive than “compulsive overeater.”
Some members feel that the term “abstinence” is the biggest obstacle to an inclusive approach.
The majority feel that what we have in common is our thinking.
Some feel that the real differences exist but that it is possible to find common ground within the existing literature. (1997h)

WSO ENCRYPTION PROGRAM TO SAFEGUARD ANONYMITY & PERSONAL DATA
Move to implement an encryption program within 3 months to allow for secure transmission of all online meeting updates, between the computer at which the data is entered and the WSO server. This program will further safeguard the anonymity of members whose personal data appears on the update form. (2002i)

FOOD PLANS
Move that in the event that WSBC does not adopt the pamphlet Dignity of Choice, the WSBC Policy 2000a directing the Board of Trustees to develop this pamphlet, will be rescinded. The Board of Trustees shall evaluate the events that took place at WSBC between 2000-2003. The BOT will collect further information from Regions, National/Language Service Boards and Intergroups and will submit their conclusions and/or proposals for bringing about unity on the issue of food plans to WSBC 2004.(2002l)

NOTEBOOK
Region 9 will cease to publish the Notebook. (2004e)

REGION 9 NEWSLETTER
Region 9 Assembly to implement a newsletter. The newsletter is to be produced at least once a year, after the assembly. This Region 9 Newsletter might include articles written by the Region 9 Committees, the Region 9 Representatives, the Region 9 Board and the R9 Trustee as well as news about the assembly itself that is not included in the minutes, and other features and articles relevant to the region. The R9 Newsletter is recommended to be 2 pages in size with one page divided equally and to be devoted to articles from the Region 9 Committees. The other page to be devoted to articles submitted by representatives attending the assembly or the R9 Board / Trustee. The Newsletter will be assembled by an appointed member of Region 9 and the R9 Secretary. Articles should be submitted within 45 days of the assembly. The newsletter will then be produced within a further – 30 days, reviewed by the R9 Board & Trustee and then placed on the Region 9 website. (2010e)
INTRODUCTION
It is noted that all motions appearing in this summary were adopted by the group conscience of the Overeaters Anonymous Region Nine Assembly. Furthermore, until changed, these motions set self-imposed limits on the Region.

Continuing Effect Motions

1983a  The primary purpose of the Region 9 Assembly is the same as that of all OA service - to carry the OA message to the still suffering compulsive overeaters, wherever they live and whatever language they speak. In fulfilling our purpose, we should ever strive to achieve worldwide OA unity and common policies among all countries. With love and tolerance as our code, together we can do what we could never do alone.

1983d  In the event of an Intergroup having on hand funds raised for Region 9, these can, with permission, be used for Region 9 purposes in that country without going through central account.

1985b  Financial assistance be granted to delegates travelling to Region 9 Assemblies. Draft claim form approved.

1988d  That the mailings to all member groups and Intergroups, as in article 5(ii) of the Bylaws, shall include applications for assistance to be returned within 2 months. To restrict assistance to Intergroups at present, and to include a registration form with this mailing.

1989b  That Assembly be extended to two full days.

1989d  Donations to be divided 70/30 between service/delegates, unless otherwise specified.

1989h  Region 9 chairman to attend every World Service Conference.

1991k  Motion adopted for proposal as an amendment to WSBC bylaws "An applicant for R9 trustee shall live in R9 and also have at least one year's service on the board or committee level of the R9 assembly."

1991l  Motion to leave the length of a convention at the discretion of a host country agreed.

1991m  Motion to call the European Service meeting, the R9 European Service meeting agreed.
1994a  Move to amend the P&P manual by adding the description of Satellite banking as follows: The Satellite banking concept described in the minutes of the 1994 Assembly is endorsed by the R9 Assembly as a procedure for simplifying and regulating the money transfers between donations and expenses in R9.

1994b  Move that R9 shall have a fund raising product for sale.

1995j  Move to adopt a policy to translate material into French. This material will include information from Region 9 and WSO, and various forms. The policy would be implemented by a committee of Israeli members, to be formed for this purpose.

1995k  Move to adopt a policy to prepare guidelines for setting up an office.

1995m  Move that Region 9 adopts the following forms:

1. Officer and Committee Chairs

2. Delegate Registration.

1996f  The Assembly will divide up the list of IGs and NSBs not represented here at Assembly amongst the delegates who are here. Each delegate here will be responsible for undertaking some liaison activity with the IG or NSB they have adopted. Each delegate will then submit a written report to the Region 9 Chair within 6 months of Assembly.

1996g  When new groups emerge in R9 the Chair and Trustee will encourage neighbours to help each other and use money from the liaison budget to promote service visits from an existing IG or NSB to these new areas of OA activity.

1996h  The Assembly resolves that priority for financial assistance for Regional representatives travelling to the R9 Assembly will be given to those IGs and NSBs with the greatest distance to travel and secondly to those attending their first Assembly.

1997a  At each Assembly there will be an orientation session. The aim being to give delegates (particularly first time delegates) a general overview of the processes of the Assembly.

1997b  The following committees will operate: Budget, Bylaws, Electronic Communications, Translations.

   TRANSLATIONS COMMITTEE CHAIR Will be the centre for information flow about translation and printing of OA material, both for matters of policy and of process.

   ELECTRONIC COMMUNICATIONS Will be the centre for information flow about electronic communications, both for matters of policy and of process.

   REGION 9 PLAN (formally “Long Range Planning Committee”) The Long Range Planning Committee has completed its work and will cease to exist. Planning will form part of the work of the full Assembly. One member will be appointed to give a presentation on Region 9 planning at each Assembly.
**Region 9 to propose new business policy motion for WSBC 1998 to rescind WSBC policy 1982a that states “Overeaters Anonymous does not have any literature for specific eating disorders other than compulsive overeating. We welcome in love and fellowship all who have the desire to stop eating compulsively”**.

**Anorexic/Bulimic issue** After a long and moving discussion the following position statement was adopted:

We believe our literature is not yet inclusive; it is especially important that the first contact with a newcomer (of all types) be inclusive.

The term “compulsive eater” is more inclusive than “compulsive overeater.”

Some members feel that the term “abstinence” is the biggest obstacle to an inclusive approach.

The majority feel that what we have in common is our thinking.

Some feel that the real differences exist but that it is possible to find common ground within the existing literature.

**Addresses are to be provided on the contact list attached to the assembly minutes.** Any person not willing to have their address published, should advise the secretary at the Assembly, who will not publish their address.

**The annual Region 9 Assembly will be held within Region Nine.**

**To suggest to all Region 9 Intergroups and National/Language Service Boards that they set a goal for annual Contributions to R9. The suggested amount will be reviewed at the annual Assembly.**

**Amended 2004e**

**Move to adopt the following**

**JOB DESCRIPTIONS FOR BOARD AND COMMITTEE CHAIRS** as part of our Regional policy and procedure.

**CHAIRPERSON:**

The Chairperson is elected by the Region 9 Assembly for a period of two years and fills a variety of duties:

- Chairs the R9 business assemblies, including preparation of the Agenda
- Communicates with the different R9 officers and committees during the year
- Attends functions within the Region, where budget allows
- Represents R9 at the World Service level, including at the WSBC
- Represents R9 in the Board of Trustees Intergroup and Region committee (IGAR)
- Works with the R9 Trustee on some of the issues directly concerning the Region
- Chairs the R9 Board
- Is responsible for ensuring that an Officer Nomination form is sent to each Intergroup and Delegate in an election year
- Is responsible for sending a Bid form for hosting a R9 Assembly to Intergroups and Delegates on election year

TREASURER:

The Treasurer is elected by the Region 9 Assembly for a period of two years and fills a variety of duties:

- Chairs R9's Budget and Finance committee
- Prepares an annual budget for approval of the assembly
- Maintains records of all Income and expenses incurred by the different activities in the Region
- Provide an annual report of all contributions received, as well as income and expenses
- Maintains the R9 bank account and records of monies kept by different functions in other countries (satellite banking)
- Serves on the R9 Board

SECRETARY:

The main responsibilities of the Secretary are to produce and mail minutes of all Region 9 Assemblies, and maintain updated listing of R9 Intergroups and National/Language Service Boards. The procedure for this is as follows:

MINUTES OF THE ASSEMBLY:

1. The Chair will send out an agenda prior to the Assembly, and will include reminders to all Officers and presenters of topics to bring with them to Assembly a written report for inclusion with the minutes.

2. It is useful to record the Assembly with a tape recorder. A small hand held machine is quite adequate.

3. At Assembly, the Secretary needs to collect copies of all reports to be included with the minutes. It is also necessary that all motions are given to the Secretary in writing. It is important to note the name of the proposer and seconder, and the count of the voting on each motion.

4. The time scale for producing the minutes is short, and it is helpful to have copies of all paperwork to be included with the minutes in your possession, when coming home from the assembly, as there may not be time to use the postal system and still get the minutes out in the timescale set out in the bylaws.
5. Typing the actual minutes is time consuming. It's probably a full day's work. When the first draft is complete, it is useful to fax a copy of the minutes to the chair, or another officer who was present at the Assembly for any comments. It's also useful to have a local member proof read the minutes for spelling or grammar mistakes. The minutes will include all reports, and revised copies of the R9 Bylaws and P&P Manuals, if possible.

6. Once the minutes are printed and bound in a simple binder, one copy can be taken to the post office where it is weighed and the postage costs for the different parts of the world assessed. Then one can buy the stamps and do the mailing from home, if that is suitable. The minutes are expensive to produce, so it is always helpful to keep a balance of monies in a satellite account if the Secretary is not in local contact with the Treasurer.

UPDATE OF LISTS Another duty for the Secretary is to see that an up to date list of all R9 Intergroups and National/Language Service Boards is mailed periodically to each R9 officer. This is compiled from information which the Intergroups may send directly to the Secretary and also from the information which the World Service Office sends directly to the Secretary. The World Service Office will send a list of all Intergroups and meetings in R9 to the Secretary periodically, as well as all enquiry letters they may have received. The letters are forwarded to the Outreach chair who will send off letters welcoming new meetings. It is helpful for the Secretary to inform the R9 Trustee or Chair of new Intergroups forming in the Region. It is useful to keep in contact with the R9 Chair on a regular basis.

BYLAWS COMMITTEE The Chairperson of the Bylaws Committee is elected at the R9 Assembly and serves for a period of two years with the option of being re-elected for a further two years. The duties would include:

- Chairing committee meetings and reporting back to the R9 Assembly and Board when appropriate

- Ensuring that the Secretary gets written Bylaw reports at the beginning and end of Assembly

Amended 2008h

- Sending a printed copy of all proposed Bylaw Amendments to the Chair of the Board to be included in the mailing with the Agenda for Assembly

- Gathering an active committee to work throughout the year, reviewing the Bylaws and preparing new or revised motions where necessary. These members may be from anywhere within R9 but it is vitally important to encourage people from the Chair's local Intergroup who will be at hand to do the practical work

Amended 2008g

It is helpful to remember that when the Chairperson presents amendments she/he will have to defend them and so it can be helpful to have notes from the committee as to intent - one may not always remember why the committee selected a particular wording.
To fund all Region 9 officers to attend R9 assembly.

The Translation guidelines submitted by the Translations committee were adopted.

Region 9 will register/purchase the domain name OARegion9.org Cost: £20/year ($30/year to buy domain name); usually paid 2 years in advance (monthly) + £50 for source (to keep it running), DNS Service (£80 per year?)

The following statements were adopted. Under the current structure we do not recommend breaking up into further groups. Recommend Option 1. To consider carrying on as is.

Recommend that the assembly seek to improve communication during the year and that the strategic planning groups specifically work on this as action items. For now we do not foresee the development of an OA International and believe it is in the best interest of countries in Region 9 to maintain representation at WSBC.

We recommend that Region 9 Assembly take action to promote an increase of contributions to Region 9 and World Service Office.

We do not recommend country autonomy at this time.

In the long term we see Europe & Eastern Mediterranean as one group and Africa and Asia as separate groups.

1. Motion adopted reaffirm the 2000 Region 9 Assembly statement:

For now we do not foresee the development of an OA International and believe it is in the best interest of countries in Region 9 to maintain representation at World Service Business Conference.

We recommend that Region 9 Assembly take action to promote an increase of contributions to Region 9 and World Service Office.

We do not recommend country autonomy at this time.

2. Continue to relay this message within the OA service structure, creating a restructuring sub-committee for this purpose.

Motion adopted that Region 9 should produce a Manual for National and Language Service Boards, including sample Bylaws, that allow flexibility and options for different needs, with examples from bylaws already established and from the current draft.

Motion adopted to establish a Region 9 web site. A committee will be set up to agree content and technical design.

Committee members will include

- content editor
- technical editor
who will liaise with the Region 9 Board.

2001e Motion adopted that Region 9
a) investigates options and cost benefits for the automation of the world service
online meeting.

b) contact other Region chairs to get their views on the value of the automation with
a view to putting forward a proposal to the world service office at the next world
service business conference.

2002a Move that the Assembly adopt the outline of the guidelines as revised for
National/Language Service Boards.

2002b Move that a “Buddy” system be brought into place for committee chairs to support
each other in the work they have undertaken for the year.

2002c Move to add the following statements to the current Region 9 Translations
Guidelines in the appropriate places:

“When OA Literature is updated, it is recommended that Service Boards selling
existing stock insert an errata slip when detailing the most recent changes.”

“Be aware that there may be people in other regions/countries working on
translations in your own language. Consider in keeping in contact with them.”

2002d We move to ask World Service, to investigate the options and costs to improve the
search capabilities of the world service online meeting directory. The search results
should be narrowed down by allowing search by “closest city” and zip code, and the
results should be displayed in a single page making it quicker to find the appropriate
meeting. The meeting form would have to be changed to include “closest city.”

2002f The finance committee shall investigate and purchase OA Region 9 merchandise for
sale at WSBC and other OA events, to raise funds for Region 9.

2002g Motion adopted “to revise the format of the Region 9 Guidelines for translations, by
adding an index, sub-headings, bullet points and editorial changes.”

2002h Move that reports and documents be delivered to the registered representatives prior
to Assembly.

2002i Move to implement an encryption program within 3 months to allow for secure
transmission of all online meeting updates, between the computer at which the data
is entered and the WSO server. This program will further safeguard the anonymity of
members whose personal data appears on the update form.

2002j Move that representatives of the Region 9 Assembly volunteer to be in contact on a
regular basis with a service body (bodies) that are not represented currently at the
Region 9 Assembly. The representatives will report to the Region 9 Chair every 3
months about progress made.
2002k  Move to instruct WSO that all mailings sent out to Service Boards and which require responses to be returned to WSO, will allow for a minimum of 60 days for the required response to be returned. These mailings will be made available electronically and electronic returns will be acceptable.

2002l  Move that in the event that WSBC does not adopt the pamphlet Dignity of Choice, the WSBC Policy 2000a directing the Board of Trustees to develop this pamphlet, will be rescinded. The Board of Trustees shall evaluate the events that took place at WSBC between 2000-2003.

The BOT will collect further information from Regions, National/Language Service Boards and Intergroups and will submit their conclusions and/or proposals for bringing about unity on the issue of food plans to WSBC 2004.

2004a  Move to approve the newly revised R9 Vital Link.

2004b  Move to authorise the Regional Treasurer to set up a Business Account with PayPal.com.

2004c  Move to authorise the Regional Treasurer to open an interest bearing deposit account with a bank.

2004d  Move to authorise the Regional Treasurer to open a new bank account with an institution chosen at the Treasurer’s discretion.

2004e  Region 9 will cease to publish the Notebook.

2005a  Move to adopt the Region 9 Minutes to a manageable size. The Region 9 Minutes will contain: Date/Time and place of Region 9 Assembly, names of Officers, number of representatives present, record of action taken on the minutes of the previous meeting, the exact wording of each motion as it was voted on, and whether it passed or failed, the maker’s name. If the vote counted, the count should be included. Any notice given at the meeting, Points of order and appeals, and Committee reports. The revised version of Region 9 Bylaws and P & P can be obtained from the Region 9 web site or can be requested from the Region 9 secretary. To avoid confusing the Minutes with other Region 9 Assembly materials, they will be called Region 9 Minutes.

2005b  Move to approve the Translation Guidelines.


2006a  Automatically remove outdated or completed Region 9 Assembly policies from the Policies and Procedure manual

2006b  The Account year for Region 9 shall be 1st June to 31st May and the review of these accounts shall be completed by 31st August of the same year. The person reviewing the accounts shall be an appointee of the Region 9 Board and shall ideally be a qualified account (or equivalent) and shall live in the same country as the Region 9 Treasurer.
The Region 9 Treasurer shall make available to the person reviewing the accounts all records, or copies of all records relating to the Region 9 Accounts.

The Region 9 Treasurer will furnish the person reviewing the accounts with details of all monies held in Satellite Banking and the names and addresses of the person/bodies holding these monies.

The person reviewing the accounts shall satisfy themselves of the accuracy of the Region 9 Accounts and shall verify the balance in all Satellite Banking Accounts. The person reviewing the accounts shall submit a written report to the Region 9 Board.

2006c
1. If the Region is represented by less than forty per cent of its Intergroups, up to 5 additional delegates to WSBC could be selected.

2. Preference shall be given to Delegates from Intergroups and service bodies that otherwise will not be represented.

3. If there are no candidates from those Intergroups, the Region 9 Assembly will select the candidates from among its voting members who will be able to attend WSBC.

4. The selection of candidates will be made at the yearly Region 9 Assembly. 5. All candidates have to comply with the qualifications for delegates in the OA Inc, Bylaws, Subpart B, Article X, Section 3, c, 1-5.6. Intergroups that submit candidates to be selected as Region 9 Delegates to the WSBC have to file an application at least 60 days prior to the Region 9 Assembly where the selection will be made. 7. All applications are to be sent to the Region 9 Treasurer. 8. The Treasurer will inform the Region 9 Assembly of the Candidates on the Friday morning and the Assembly will make a selection from among those having filed the Application provided they meet the requirements. 9. The funding of the Region 9 Delegate will depend on the availability of funds. If the funds are available the Region 9 Delegate to the WSBC will be funded according to the Policy and Procedure 1996h. 10. Prior to selection of the delegates, the Treasurer will inform the Assembly of the funds available for this purpose. 11. The number of delegates selected will depend on the funds available, but in any case shall not be more than five.

2006d Move to charge 50€/£33 or equivalent registration fee for the Region Nine Assembly, payable upon registration at the Assembly.

2006e Move to adopt a Region 9 week to think of our members and the still suffering compulsive overeater. Also in view of our geography, countries, states and language barriers within our Region to think about OAs who may be living in troubled or poor areas.

2006g That Committee Chairpersons can spend up to EUR 110.00 (GBP 73.33) for Region 9 without prior permission from Assembly, Region 9 Chairperson or Secretary.

2006i Adopt a suggested contribution per group to WSO however it is paid of equal to 1/3 of its contribution to region 9.
2007a The Board is authorized to make a decision on transferring up to EUR 2400.00 (GBP 1700.00) from Service to Delegate Assistance, 4 months before the next Assembly, whenever that takes place.

2008a Re-organise the Region 9 Policies & Procedures by removing the current ‘index’ section and organising the various detailed motions in the first instance into a list of relevant Region 9 topics / sections, setting up a table of contents and then finalising with a list of detailed motions in chronological order.

2008b After adopting the Budget for Translation at the Region Nine Assembly, application forms will be sent out with the minutes of the Assembly. The treasurer will then send a reminder (via the Secretary) to all service bodies by email by 31st January. These applications must be sent to the treasurer by 31st March of the following year. The board is authorised to make a decision on the allocation of the translation and printing of literature budget by 30th April. Consideration will be given by order of priority as follows:

Service Boards
a) who currently do not have anything translated in their language
b) who have a small number of pamphlets currently translated (approved or not approved)
c) are interested in translating The Twelve Steps and Twelve Traditions of Overeaters Anonymous.

The Officers will consider the applications and make payments by 31st May.

It is required that the Service Body requesting such funds
a) Include that in the application, a list of material that has already been translated in that language
b) Considers that this funding is a “payment on account” with a view to it being contributed back (in part or full) to Region Nine as the literature is sold, so that funds are reintroduced for translation of further material in future years

c) Make a substantive contribution to the cost and give details in the application.

The appropriate forms are available from the Secretary.

2008c The first week of September is designated as Region 9 week.

2008d Suggested Contribution to Region 9. To suggest to all Region 9 Intergroups and National/Language Service Boards that they set a goal for annual Contributions to R9. The suggested amount will be reviewed at the annual Assembly. (1999e)

Suggested contribution for small IG EUR 310.00 (GBP 205.00)
Suggested contribution for large IG: EUR 620.00 (GBP 410.00)

Suggested contribution per group however it is paid to Region 9 of between EUR 13 – EUR 32 (GBP 9 - GBP 22) payable where possible to Region 9 funds before 1st September each year.

2008e It is requested that service bodies attach to the application form for assistance the latest financial summary of the service body and that they give details of any funding for attendance at Region 9 Assembly from elsewhere.

The Region 9 Board are authorised to consider (by email) those applications
This Region believes that restructuring decisions should take account of both cost and principle – they are equally important.

Bylaws Committee Chair

To update the P&P Manual annually. While updating the manual make any spelling, punctuation or grammatical corrections as necessary so that the intent of the policy is unchanged. To ensure that the layout of the document is consistent and clear.

Bylaws Committee Chair

- After the revised Bylaws and P & P Manual have been checked furnishing the Chair, Secretary, Treasurer and Web Committee Chair with an electronic of the updated Bylaws and Policy & Procedure Manual in time to have these available on the web site at the same time as the minutes of the Assembly (in accordance with Region 9 Bylaws Art VII S2 Duties 2 – within 45 days of the Assembly).

The Assembly will make a detailed plan for PI work in order to increase awareness of OA in countries that do not have any OA meetings at all or have only very few meetings. The nature and content of this PI will be decided by the Assembly or the Translation and PI committees.

Twelfth Step Within Committee created. The purpose of this committee is to offer support and guidance to new and existing groups and service bodies.

The R9 Assembly will assist the Service Boards within Region 9 by doing the necessary legal work for getting translated literature approved by the WSO. at the assembly, the translations committee will assist with filling in and explaining the licensing agreement forms to get translated literature approved.

Every registered Service Body within Region 9, as well as the WSO or other Regions, can submit material to place on the Region 9 website.

The Region 9 Electronic Communications Committee Chair and the Region 9 Secretary will ensure anonymity is maintained when publishing material from registered Service Bodies within Region 9, WSO or other Regions.

Region 9 Assembly

Each year at the Assembly we will set aside time in the agenda for issues regarding translating literature. We will help each other with questions regarding translating literature, understanding the different licensing agreement forms, filling in licensing agreement forms, copyright-issues and other issues related to translating literature.

We move to create a document explaining the procedure for application to the Region 9 translation fund.

The hosting service body for the regional Assembly and Convention shall be elected two years prior to running the event.

To suggest to all Region 9 groups and service bodies that they aim to contribute a minimum of 5% of their annual income to Region 9. The suggested contribution, however it is to be paid, payable before 1st September each year.

In order to qualify as emergency new business any motion must be:
a) Referring to new business only and not addressing the same issues as other motions brought to the current Assembly;
b) Of an urgent nature so that not considering the motion immediately would be harmful to the welfare of OA as a whole.

2009e The Assembly resolves that priority for financial assistance for Regional representatives travelling to the R9 Assembly will be given to those IGs and NSBs that have never been represented before, secondly to those with the greatest distance to travel.

2010a The Assembly will divide up the list of IGs and NSBs not represented at the Assembly amongst the delegates who are in attendance at the assembly. Each delegate will be responsible for undertaking liaison activity with the SB they have adopted. Each delegate will then submit a written report to the Region 9 12th Step Within Committee within 6 months of the Assembly. The 12th Step Within Committee will then log these responses and continue to try to encourage contact with service bodies not represented at assembly (1996f) (2002j).

2010b REGISTER OF SERVICE BODIES AND ATTENDANCE TO BE INCLUDED IN ASSEMBLY MATERIALS

The Assembly Materials of Region 9 are to include a register of Region 9 countries with details of Intergroups in each country and the current number of groups, also including details of when the Service Body was represented at Region Assembly.

2010c The Region 9 Website should include the document “How do service bodies trying to translate OA literature apply for financial assistance from Region 9?” (Refer Appendix)

2010d Insert job description for the Region 9 Representative into the P&P Manual II Board

2010e Region 9 Assembly to implement a newsletter.

The newsletter is to be produced at least once a year, after the assembly. This Region 9 Newsletter might include articles written by the Region 9 Committees, the Region 9 Representatives, the Region 9 Board and the R9 Trustee as well as news about the assembly itself that is not included in the minutes, and other features and articles relevant to the region. The R9 Newsletter is recommended to be 2 pages in size with one page divided equally and to be devoted to articles from the Region 9 Committees. The other page to be devoted to articles submitted by representatives attending the assembly or the R9 Board / Trustee. The Newsletter will be assembled by an appointed member of Region 9 and the R9 Secretary. Articles should be submitted within 45 days of the assembly. The newsletter will then be produced within a further 30 days, reviewed by the R9 Board & Trustee and then placed on the Region 9 website.

2010f FUNDING OF REGION 9 DELEGATES

Delegates representing Region 9 as a whole may be sent to the WSBC if funds are available within the Region 9 budget or from the WSO. Those delegates will be (in order of privilege, in case the financial supplies are limited): the R9 board secretary, the R9 treasurer, and/or OA members from within Region 9 who have been to the World Service Business Conference before, meet the requirements for a WSBC delegate and will not be representing any other service body at the WSBC. Information about such persons being sought will be mailed to the service bodies that are sending delegates to the R9 Assembly in the year before the Conference in Question, the order of applications will determine the choice of the future Region 9 delegates.
APPENDIX A
Rescissions, Amendments and Deletions

1983c amended by 1999d and 2006g
1988c deleted in 2004
1988e amended by 2006h
1989a amended 2008h
1991a amended by 2004e
1991b amended by 1999e
1991e amended by 2004e
1991j amended by 1999k
1993b amended by 1999g
1994c amended by 2004e
1995a amended by 2006b
1995c amended by 2004e
1995l amended by 1999h
1996a amended 1999b
1996b amended 1999c
1996f amended 2002j and 2010c
1996h amended by 2009e
1997c amended by 2004e
1997g amended 2008f
1999a amended by 2006f
1999c amended by 2004e
1999d amended by 2006g
1999e amended by 2009c
1999g amended by 2004e
2000a amended by 2004e
2001a amended by 2004e
2001b amended by 2004e
2002a amended by 2006d
2002j amended by 2010c
2004f amended by 2008b
2006f amended 2008d
2006h amended by 2007a
2008d amended by 2009c