

**NOTE:** These instructions apply only to listing your group with the New York General Service Office (NYGSO). All A.A. entities, Intergroups and Central Offices are independent of each other. Your group will need to follow the specific listing process of each entity. Your group's information will appear only in the meeting lists and directories where you actively enroll it. Please contact the local A.A. entity that publishes your meeting's listing. If you would like to locate your intergroup/central office, please go to <https://www.aa.org/find-aa>.

**Meeting Guide app:** Many of the local entities that publish meeting lists also share information with the Meeting Guide app. Any district or area website that holds a database of group information can feed group information to the Meeting Guide app.

## **WHY LIST YOUR GROUP WITH THE NYGSO**

The A.A. group is the fundamental unit for recovery, unity, and service. It is also the only point of entry for A.A. newcomers. Groups are responsible for understanding the needs of newcomers to provide feedback to the General Service Conference about how well A.A.'s 12th Step work is attracting new members.

The effectiveness of decisions made by the General Service Conference depends on a high number of groups participating in it. A.A. online groups connect to the General Service Conference by joining an online district within an A.A. area. A group can list its information with the service structure through one of three channels:

- The District Registrar (or Records Keeper)
- The Area Registrar
- The NYGSO (New York General Service Office) Member Services Department

Each group's information is entered into a centralized database called Fellowship Connection. This database is a service provided by the NYGSO that is designed to safeguard U.S. and Canadian group records and supports the below-listed functions.

### **Group Communication with a Delegate**

Listing a group with the NYGSO is the first step in participating in the U.S./Canada General Service Conference. The primary reason to list a group with the NYGSO is to ensure Area Delegates communicate General Service Conference information to and from all groups assigned to their area. Groups that do not list with the NYGSO may be left out of communication

with a delegate because they are unknown to their area service structure.

The NYGSO Member Services and the 93 Area Registrars in the U.S. and Canada can list a new group or make changes to an existing group's information in Fellowship Connection. The Registrar or Records Keeper positions within each district are also able to list a new group or make changes to the information of an existing group.

Area Delegates are emailed a notification for each new group as soon as its initial 30-day pending period has passed. The notification gives the Area Delegate, the District Committee Members (DCMs), and others in the local service structure the opportunity to connect to the new group.

The NYGSO sends each Area Delegate a quarterly report that provides them with an updated list of all the groups assigned to their area. The report to the Delegate is also organized by the districts within the specific area. Delegates communicate to each group by contacting the DCMs and ask them to pass on the communications to the General Service Representatives (GSR) assigned to their respective district. Also, it is the responsibility of the D.C.M. to make "a regular practice of talking to groups (new and old) on the responsibilities of general service work."

Your D.C.M.(F-12) [https://www.aa.org/sites/default/files/literature/F-12\\_1024.pdf](https://www.aa.org/sites/default/files/literature/F-12_1024.pdf).

The chain of communication is from the delegate to the DCMs and then on to the GSRs. Groups are not required to have a GSR in order to list their group with the NYGSO. If a group doesn't have a GSR, the group's record will hold the name of a group member, usually the group's chair or secretary, who volunteers to be designated as the contact in the NYGSO database. It will be the Delegate or DCM that urges all groups, new and old, to elect a General Service Representative (GSR) to represent the group at the district and the area.

In the spirit of our Twelve Concepts of World Service, each group linked to the local general service structure that has an *active* GSR has the opportunity to participate via district meetings and area assemblies in the collective conscience of A.A. in the U.S. and Canada. An active GSR communicates their group's "conscience" on important matters of policy considered by the district and area assembly. By attending area assemblies and district meetings, the GSRs are expressing their group's thinking on local matters and those of the entire U.S. and Canada General Service Conference structure. A group takes part in decisions that affect A.A. as a whole only when

its GSR presents thoughts and ideas to the Area Delegate in helping prepare him/her for the annual General Service Conference.

### **Alcoholics Anonymous Membership Survey**

All groups listed with the NYGSO are eligible to be part of a random sample of groups drawn from Fellowship Connection that will be invited to participate in the survey. Taken every three years, the Membership Survey summarizes the membership in the U.S. and Canada by several characteristics such as age, sex, occupation, length of sobriety and how they arrived to A.A. This piece of information is most regularly used by the Cooperation with the Professional Community Committees as it is directed to all professionals who may serve alcoholics in their work. Here's a link to the 2022 survey: <https://www.aa.org/alcoholics-anonymous-2022-membership-survey>

### **When a Vote is Needed from All the Groups in the World**

Another reason the NYGSO maintains the Fellowship Connection is held in the RESOLUTION AUTHORIZING THE GENERAL SERVICE CONFERENCE. The NYGSO must be ready to contact all listed groups for a vote if the U.S./Canada General Service Conference decides to make a change to the Twelve Steps of Alcoholics Anonymous (1976 Advisory Action), the Twelve Traditions of

Alcoholics Anonymous, or the Warranties of Article XII of the Conference Charter (Concept XII). A change to any of the aforementioned items can only be made with a consenting vote of 75% of the responding groups *worldwide*. (The Service Manual 2024-2026 Edition, page 127.)

### **Estimated Worldwide A.A. and Individual Group Membership**

Listing your group with the NYGSO will be helpful to having a more accurate count of the groups worldwide. The disclaimer in the footer of this piece of Service Material informs us, “The information shown here is based on reports given by groups listed with general service offices (G.S.O.s) around the world and does not represent an actual count of those who consider themselves A.A. members.” Be sure online groups are counted in the worldwide Fellowship by listing your group with the NYGSO. Link to document: [https://www.aa.org/sites/default/files/literature/smf-132\\_Estimated\\_Membership\\_EN\\_1221.pdf](https://www.aa.org/sites/default/files/literature/smf-132_Estimated_Membership_EN_1221.pdf)

### **Communications Directly from NYGSO to all A.A. Members and Groups**

All A.A. groups and members can go to [aa.org/box-459](https://www.aa.org/box-459), fill in their name and email address, and receive the electronic quarterly newsletter Box 4-5-9. This helps keep members informed on policies being

considered by the Conference, changes to A.A. literature, and when and where their Regional Forum will be held (Forums are weekend events where members throughout the service structure share experience and exchange information regarding A.A.'s primary purpose). Link to webpage that explains Regional Forums: <https://www.aa.org/regional-local-and-special-forums>

Additionally, GSRs or group contacts for listed groups receive announcements and registration details for each International Convention, held every five (5) years.