

## WSC STANDING RULES OF ORDER

1. This is a virtual conference. Conference materials may be displayed electronically as needed. Participants and observers shall adhere to the Nar-Anon policy regarding use of copyrighted literature and materials.
2. During each voting session, the WSC delegate (or alternate delegate) and the trustees will have a voice and a vote and will see and be seen on video. All others (non-voting alternate delegates, representatives, and observers) will have no voice. An alternate delegate has a voice and vote in the absence of their regional delegate. Representatives have no vote. World service committee chairs have voice limited to their committee report and questions regarding their committee's activities. The WSO Executive Director has a voice limited to his/her report and questions regarding WSO activities.
3. No member may speak on a motion more than once unless others desiring to speak on the motion have exercised their opportunity. A region's delegate and alternate delegate are considered to be the same member when speaking on a motion.
4. There is a time limit on discussion by any member. No member may speak longer than three minutes on a motion each time they are recognized by the facilitator. However, the facilitator may exercise discretion to extend the time limit when, in the facilitator's opinion, such action is warranted. To otherwise extend discussion, a motion from the floor to do so must be adopted.
5. There is a limit on the number of speakers on any motion. No more than three members may speak in favor of (pro) and no more than three members may speak in opposition (con) to any motion. Discussion may be extended when a motion from the floor to extend discussion is made and adopted.
6. The conference has established rules pertaining to the New Business session regarding floor motions presented before the conference, which are detailed in the Guide to World Services, WSC Standing Rules of Order / Floor Motion Criteria.
7. Amendments to main motions may be submitted electronically on a WSC amendment form via email to **WSCAmendments2021@Nar-Anon.org** and must contain the names and positions of the members proposing and seconding the amendment. A region's delegate and alternate delegate are considered to be the same member when making or seconding amendments. Any second merely indicates that another member wishes the matter to come before the conference; it does not necessarily mean that the member who seconds the amendment is in favor of the amendment. Amendments presented by the BOT do not require a second. Amendments must be turned in to the secretary before the facilitator will recognize the maker. All amendments are displayed in writing before discussion or voting.
8. Discussion follows if the motion is open to discussion. Discussion will also follow the making of an amendment to the motion, if the motion is amendable. Discussion addresses the motion or amendment, not the member making it. Motives should never

be questioned. Members should direct their comments to the presiding facilitator. The facilitator addresses members by name and position. All discussion is addressed to the facilitator.

9. When no one else seeks recognition, the Facilitator may ask "Are you ready for the question?" (Or "Is there any further discussion?"). This is known as "Putting the Question." The conference votes to adopt (carry) or dismiss (lost) the motion or amendment. Voting shall be by "Show of Hands" and when needed, by "Roll Call." Show of hands voting - All those in favor are asked by the Facilitator to "raise the hand icon." A pause is made at this point to count the votes. The Facilitator will ask for hands to be lowered when the count is complete. The process is repeated for those opposed and in abstention to the question. The Facilitator announces the result of the votes.
10. Close votes (when the differential between in favor and opposed votes is less than 4 votes) will result in a "Roll Call Vote." Roll call voting - Each member recorded as present for the "Roll Call" will be called on by the secretary. When called, the member will vote either yes, no, or abstain. Votes are counted and recorded by the secretary. The Facilitator announces the result of the votes.
11. All motions which make or amend polices and guidelines require a two-thirds majority of the voting body (those present and eligible to vote) to be carried and will require a roll call vote (as described in number 10, above). Abstentions count as 'nay' votes when a two-thirds majority vote is required. All other votes require a simple majority. A majority vote (simple majority) is a vote of more than one-half of the votes cast.
12. Any motion submitted in the CAR for the current conference and approved at the conference becomes effective at the conclusion of the conference, unless otherwise specified in the motion.
13. These standing rules of the conference are applied in conjunction with the Twelve Traditions of Nar-Anon Family Groups, the Twelve Concepts of Nar-Anon Service, and Robert's Rules of Order.

## **FLOOR MOTION CRITERIA**

The agenda for the World Service Conference (WSC) includes several sessions where the conference participants address different types of business.

The Old Business session addresses the motions that were presented to the Nar-Anon Family Groups in the Conference Agenda Report (CAR). The fellowship has had an opportunity to consider and evaluate these motions. Regions have held assemblies to discuss the CAR so their regional delegates can come to the WSC with an awareness of the group conscience of their regions. During the Old Business session, any motions raised that were not contained in the CAR must fall into specific categories in order to be considered.

Acceptable motions from the floor during the Old Business session would include amendments to or withdrawals of motions in the current CAR and motions regarding the daily conference agenda, conference rules of order or general operations of the current conference, such as motions to adjourn or motions to accept minutes of the prior day's business.

During the Old Business session, the WSC Facilitator will rule out of order any motions from the floor of the conference that substantially change the intent of a motion presented in the CAR; attempt to change the Twelve Steps, Twelve Traditions or Twelve Concepts of Service; or attempt to change Nar-Anon's name, nature or purpose. Motions of this nature require review by the fellowship and will be dealt with under New Business.

The WSC cannot approve new recovery literature or changes to existing conference-approved recovery literature unless the new literature or changes to existing literature have been presented to the fellowship with the CAR. Recovery literature is simply defined as the conference-approved literature that groups use in their meetings to work on recovery. This would include step and tradition books, daily readers, pamphlets on recovery topics, the Blue Booklet, step workbooks, etc. Changes to conference-approved recovery literature require fellowship approval. Motions from the floor that attempt to change conference-approved recovery literature will be dealt with under New Business.

The WSC also hears various reports from world service committees, WSO, or the board of trustees. Any motions that arise as a result of these reports will fall under New Business.

The New Business session of the WSC deals with budgets, projects planned for the next conference cycle, approval of new service and outreach material presented within the conference approval track (CAT) timeframe, and the evaluation of new ideas which have come about during the current conference, including changes to conference-approved recovery literature as mentioned above. After discussion of ideas which have come about during the current conference, the WSC decides whether these ideas or proposals will be included in the CAR for the next conference cycle or whether no action will be taken. New ideas that are brought before the fellowship at this time must follow the same criteria as CAR motions and are submitted on a fully completed floor motion form.

## **FLOOR MOTION PROCEDURE FOR VIRTUAL CONFERENCE**

Every floor motion must be submitted electronically on a WSC floor motion form via email to **WSCFloorMotion2021@Nar-Anon.org** and contain the names and positions of the members proposing and seconding the motion. Floor motions may only be emailed during the conference and will be discussed during the New Business session. A region's delegate and alternate delegate are considered to be the same member when making or seconding motions. Motions presented by the BOT do not require a second. Motions should be worded in the positive to provide clarity on the effect of the motion. A motion should be clear, concise, comprehensive, and have its intent visibly reflected, as the members will be voting on the actual wording of the motion, not the maker's intent of its effects. Motions must be turned in to the motions secretary before the facilitator will recognize the maker. All motions are

displayed in writing before discussion or voting. After a motion is made and seconded, the facilitator restates the motion clearly to the conference. The motion is now pending and before the conference; it is only at this point that the motion belongs to the conference and must be disposed of in some manner.

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