

BEACH AREA SERVICE COMMITTEE

OF

NARCOTICS ANONYMOUS

LITERATURE POLICY

Originated May 1, 2015
Updated 2021

Definition and Purpose

The Literature service provided by the Beach Area Service Committee of NA (BASCNA) is a collective effort of the Emergent Needs Committee (ENC) and the Beach Area of Narcotics Anonymous (BANA) to further our primary purpose of carrying the message to the addict that still suffers by providing Narcotics Anonymous literature procurement for the active homegroups of BANA.

Definition of Literature commitment - Literature ordering and distribution to homegroups that wish to place a Narcotics Anonymous literature order through the Beach Area of Narcotics Anonymous.

Function of Literature Service

1. Collect homegroup literature orders and payments during the 30-minute period directly preceding the monthly BASCNA meeting and the 30 minute period following the monthly BASCNA meeting. Literature orders will not be processed or accepted outside of this designated time frame. All literature costs are to be paid in full at the time of placing an order to the ENC Chair.
2. Place one bulk order for the homegroups of BANA from a trusted source as selected by the ENC body. Payment for the literature order is to be made by the ENC Chair or the ENC member tasked with placing the order.
3. Provide and file purchase receipts for the purpose of transparency.
4. Inventory and sort the literature order once received. The ENC Chair or the ENC member who placed and received the order is responsible for contacting the literature source in the case of an incorrect order or a lost or stolen order.
5. Distribute the literature orders to the respective homegroups at the following month's BASCNA meeting.