

UPDATED VERSION

Narcotics Anonymous **Johannesburg**



Fellowship Development Online Meetings
Online Meeting Preamble

For use when hosting online meetings



Narcotics Anonymous Johannesburg Area

Welcome to everyone, and in particular any newcomers or visitors to our online meeting!

This meeting will start shortly, until then please feel free to unmute yourself and connect with other fellows. All newcomers and visitors to this online meeting are encouraged to introduce yourself. For anyone who is shy or uncomfortable with unmuting themselves please make use of the chatbox function to chat to each other or to any of the service team before the meeting begins.

Service team are easily identified as the meeting host or cohost/s.

Anyone looking for technical assistance or requiring further information regarding Narcotics Anonymous can message the service team who will gladly assist.

NA is committed to creating a safe environment for all our members:

“We strongly discourage any harassment, threats, or disturbing behaviour before, during, and after our meetings. This includes unwelcome sexual, romantic, financial and religious solicitation. Our meetings are for sharing NA recovery. If you feel harassed or threatened, share your concerns with the meeting leader or a trusted servant.” from page 6 in IP 29 - An introduction to NA meetings.

Contact us today.

NA Helpline 086 100 6962

Whatsapp 082 899 8816

Online <http://na.org.za/jhb>

Follow Us On Facebook

Never Alone, Never Again!

scan the QR code and join

JHB AREA ONLINE

WhatsApp group,



Narcotics Anonymous Johannesburg Area

Good **[afternoon/evening]**, my name is ____, I am an addict.

I am also a proud member of Narcotics Anonymous.

Welcome to the ____ meeting of the Johannesburg Area of Narcotics Anonymous. All members and visitors and newcomers are welcome to attend.

This meeting will run until ____.

For the purposes of this meeting, we will not do an introductory round as is customary, but members are reminded that before we speak, we introduce ourselves by our first name and as addicts.

Please also take note of the following:

- **Identification** - listen to the similarities and not the differences.
- **Sharing** - be mindful of others needing to share if the meeting is large.
- **Listen** - If you've used today or on a maintenance program, please listen to what is being said and talk to someone after the meeting.
- **Raise hand** – make use of the raised hand option if you want to share.
- **Group Chat** – attendees may post in the chatbox during the meeting. Please keep messages positive and refrain from cross-talk.
- **Readings** – attendees will be asked to do readings by the chair, the readings will come upon your device monitor and can also be found in our literature.
- **After meeting chat** – the meeting will be kept open for burning questions or anything anyone may want to know about recovery, sponsorship or upcoming online events.

If there are any addicts attending a NA meeting for the first time, welcome, and please Keep Coming Back. **You are the most important person here.** Please stay online after the meeting so that we can address any questions that that you may have regarding NA.

Please would ____ read the **[Clarity Statement / Who is an Addict]**.

CLARITY STATEMENT (OPTIONAL)

We are presented with a dilemma; when NA members identify themselves as addicts and alcoholics, or talk about living clean and sober, the clarity of the NA message is blurred. To speak in this manner suggests that there are two diseases, that one drug is somehow separate from the rest, requiring special recognition.

Narcotics Anonymous makes no distinction between drugs. Our identification as addicts is all-inclusive, which allows us to concentrate on our similarities, not our differences.

WHO IS AN ADDICT?

Most of us do not have to think twice about this question. *We know!* Our whole life and thinking was centred in drugs in one form or another—the getting and using and finding ways and means to get more. We lived to use and used to live. Very simply, an addict is a man or woman whose life is controlled by drugs. We are people in the grip of a continuing and progressive illness whose ends are always the same: jails, institutions, and death.

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WHY ARE WE HERE?

Before coming to the Fellowship of NA, we could not manage our own lives. We could not live and enjoy life as other people do. We had to have something different and we thought we had found it in drugs. We placed their use ahead of the welfare of our families, our wives, husbands, and our children. We had to have drugs at all costs. We did many people great harm but most of all we harmed ourselves. Through our inability to accept personal responsibilities we were actually creating our own problems. We seemed to be incapable of facing life on its own terms.

Most of us realised that in our addiction we were slowly committing suicide, but addiction is such a cunning enemy of life that we had lost the power to do anything about it. Many of us ended up in jail or sought help through medicine, religion, and psychiatry. None of these methods was sufficient for us. Our disease always resurfaced or continued to progress until in desperation we sought help from each other in Narcotics Anonymous. After coming to NA, we realised we were sick people. We suffered from a disease from which there is no known cure. It can, however, be arrested at some point and recovery is then possible.

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WHAT IS THE NA PROGRAM?

NA is a nonprofit fellowship or society of men and women for whom drugs had become a major problem. We are recovering addicts who meet regularly to help each other stay clean. This is a program of complete abstinence from all drugs. There is only one requirement for membership, the desire to stop using. We suggest that you keep an open mind and give yourself a break. Our program is a set of principles written so simply that we can follow them in our daily lives. The most important thing about them is that they work.

There are no strings attached to NA. We are not affiliated with any other organisations. We have no initiation fees or dues, no pledges to sign, no promises to make to anyone. We are not connected with any political, religious, or law enforcement groups, and are under no surveillance at any time. Anyone may join us regardless of age, race, sexual identity, creed, religion, or lack of religion.

We are not interested in what or how much you used or who your connections were, what you have done in the past, how much or how little you have, but only in what you want to do about your problem and how we can help. The newcomer is the most important person at any meeting, because we can only keep what we have by giving it away. We have learned from our group experience that those who keep coming to our meetings regularly stay clean.

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HOW IT WORKS?

If you want what we have to offer, and are willing to make the effort to get it, then you are ready to take certain steps. These are the principles that made our recovery possible.

1. We admitted that we were powerless over our addiction, that our lives had become unmanageable.
2. We came to believe that a Power greater than ourselves could restore us to sanity.
3. We made a decision to turn our will and our lives over to the care of God *as we understood Him*.
4. We made a searching and fearless moral inventory of ourselves.
5. We admitted to God, to ourselves, and to another human being the exact nature of our wrongs.
6. We were entirely ready to have God remove all these defects of character.
7. We humbly asked Him to remove our shortcomings.
8. We made a list of all persons we had harmed and became willing to make amends to them all.
9. We made direct amends to such people wherever possible, except when to do so would injure them or others.
10. We continued to take personal inventory and when we were wrong promptly admitted it.
11. We sought through prayer and meditation to improve our conscious contact with God *as we understood Him*, praying only for knowledge of His will for us and the power to carry that out.
12. Having had a spiritual awakening as a result of these steps, we tried to carry this message to addicts, and to practice these principles in all our affairs.

(More on next page)

This sounds like a big order, and we can't do it all at once. We didn't become addicted in one day, so remember—*easy does it.*

There is one thing more than anything else that will defeat us in our recovery; this is an attitude of indifference or intolerance toward spiritual principles. Three of these that are indispensable are honesty, open-mindedness, and willingness. With these we are well on our way.

We feel that our approach to the disease of addiction is completely realistic, for the therapeutic value of one addict helping another is without parallel. We feel that our way is practical, for one addict can best understand and help another addict. We believe that the sooner we face our problems within our society, in everyday living, just that much faster do we become acceptable, responsible, and productive members of that society.

The only way to keep from returning to active addiction is not to take that first drug. If you are like us you know that one is too many and a thousand never enough. We put great emphasis on this, for we know that when we use drugs in any form, or substitute one for another, we release our addiction all over again.

Thinking of alcohol as different from other drugs has caused a great many addicts to relapse. Before we came to NA, many of us viewed alcohol separately, but we cannot afford to be confused about this. Alcohol is a drug. We are people with the disease of addiction who must abstain from all drugs in order to recover.

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THE TWELVE TRADITIONS OF NA

We keep what we have only with vigilance, and just as freedom for the individual comes from the Twelve Steps, so freedom for the group springs from our Traditions.

As long as the ties that bind us together are stronger than those that would tear us apart, all will be well.

1. Our common welfare should come first; personal recovery depends on NA unity.
2. For our group purpose there is but one ultimate authority— a loving God as He may express Himself in our group conscience. Our leaders are but trusted servants; they do not govern.
3. The only requirement for membership is a desire to stop using.
4. Each group should be autonomous except in matters affecting other groups or NA as a whole.
5. Each group has but one primary purpose—to carry the message to the addict who still suffers.
6. An NA group ought never endorse, finance, or lend the NA name to any related facility or outside enterprise, lest problems of money, property, or prestige divert us from our primary purpose.
7. Every NA group ought to be fully self-supporting, declining outside contributions.
8. Narcotics Anonymous should remain forever nonprofessional, but our service centres may employ special workers.
9. NA, as such, ought never be organised, but we may create service boards or committees directly responsible to those they serve.
10. Narcotics Anonymous has no opinion on outside issues; hence the NA name ought never be drawn into public controversy.
11. Our public relations policy is based on attraction rather than promotion; we need always maintain personal anonymity at the level of press, radio, and films.
12. Anonymity is the spiritual foundation of all our Traditions, ever reminding us to place principles before personalities.

(More on next page)

Understanding these Traditions comes slowly over a period of time. We pick up information as we talk to members and visit various groups. It usually isn't until we get involved with service that someone points out that "personal recovery depends on NA unity," and that unity depends on how well we follow our Traditions. The Twelve Traditions of NA are not negotiable. They are the guidelines that keep our Fellowship alive and free.

By following these guidelines in our dealings with others, and society at large, we avoid many problems. That is not to say that our Traditions eliminate all problems. We still have to face difficulties as they arise: communication problems, differences of opinion, internal controversies, and troubles with individuals and groups outside the Fellowship. However, when we apply these principles, we avoid some of the pitfalls.

Many of our problems are like those that our predecessors had to face. Their hard won experience gave birth to the Traditions, and our own experience has shown that these principles are just as valid today as they were when these Traditions were formulated. Our Traditions protect us from the internal and external forces that could destroy us. They are truly the ties that bind us together. It is only through understanding and application that they work.

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WE DO RECOVER

When at the end of the road we find that we can no longer function as a human being, either with or without drugs, we all face the same dilemma. What is there left to do? There seems to be this alternative: either go on as best we can to the bitter ends—jails, institutions or death—or find a new way to live. In years gone by, very few addicts ever had this last choice.

Those who are addicted today are more fortunate. For the first time in man's entire history, a simple way has been proving itself in the lives of many addicts. It is available to us all. This is a simple spiritual—not religious—program, known as Narcotics Anonymous.

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Thank you to everyone who read a preamble.

This is a **[topic/milestone/literature/step work/tradition/ ___]** meeting.

Today, ___ will be sharing on ___ and have 20-25 minutes to share on the topic. Thereafter, the platform will be open for members to share. You can identify with our speaker or share on anything that is going on for you.

Please remember to make use of the raised hand option on your device for indicating that you would like to share.

**WHILST SPEAKER IS SHARING AND
AFTER OPENING THE MEETING TO
THE FLOOR:**

1. KEEP VIDEO STREAMING OFF - FOR BETTER QUALITY AND LOWER COSTS.
2. RAISE YOUR HAND IF YOU WISH TO SHARE - USE RAISE HAND OPTION.
3. THE HOST/CO-HOST WILL UNMUTE YOUR MIC AND NOTIFY WHEN IT IS YOUR TURN.
4. PLEASE LIMIT THE LENGTH OF YOUR SHARE TO BETWEEN 3 AND 5 MINUTES.



[5 minutes before the meeting ends]

That is all the time we have for sharing, thanks to all who shared and listened.

If anyone has a burning issue or moreover, if anyone has a problem staying clean just for today, then please contact me or anyone online after the meeting.

Clean time countdown:

As part of the format of this meeting we celebrate clean time with virtual claps and hugs. Congratulations to anyone who is celebrating a clean time milestone today or celebrated one in the past week. **Please post your milestone in the chatbox.** Well done, please keep coming back.

[Handover for GSR / meeting announcements]

Meeting information:

For further information regarding NA meetings you can visit our website at **www.na.org.za/jhb** or join the **JHB Area Online Whatsapp Group** to receive information about our meetings within the Johannesburg Area.

Members are reminded of our tradition of self-support.

Contributions can be made via the bank account of the Johannesburg Area Service Committee. You can use the EFT functionality using our bank account details provided below and in the chat box, please remember to include your home group name as the reference.

Contributions cover the cost of these meetings and help us to continue carrying the message.

Bank Standard Bank
Account ASC Narcotics Anonymous
Account No. 201647230
Branch 004105 (Norwood)
Reference [Home Group Name]

All these details along with other information will be posted in the chatbox.

Sponsorship

Sponsorship remains the heartbeat of NA, one addict sharing with another. The two-way street of sponsorship is a loving, spiritual and compassionate relationship that helps both sponsor and sponsee. Fellowship Development is compiling a list of men and women who will make themselves available for addicts who are looking sponsorship. If you are keen to be a sponsor, then forward your service CV to the e-mail address jhb-fd-chair@na.org.za. Moreover, if you are in need of a sponsor, then stay online after the meeting and post a message in the chat group.

Anonymity

Members are reminded of the principle of Anonymity. Please, remember that who you see here and what you hear here, remains here. Hear, hear.

Before we close the meeting would ___ please read **"Just for Today"**.

JUST FOR TODAY

Tell yourself:

JUST FOR TODAY my thoughts will be on my recovery, living and enjoying life without the use of drugs.

JUST FOR TODAY I will have faith in someone in NA who believes in me and wants to help me in my recovery.

JUST FOR TODAY I will have a program. I will try to follow it to the best of my ability.

JUST FOR TODAY, through NA, I will try to get a better perspective on my life.

JUST FOR TODAY I will be unafraid. My thoughts will be on my new associations, people who are not using and who have found a new way of life. So long as I follow that way, I have nothing to fear.

FELLOWSHIP DURING LOCKDOWN (OPTIONAL)

We take a moment to stand together in raising our virtual hands as we remind ourselves that we need never be alone again unless we choose to.

We spare a thought for those addicts picking up for the first time, those putting down for the last time, trying to get clean and trying to stay clean during lockdown.

Let us pause for a moment of silence for the still suffering addict both logged in and out of these meetings, the addict above you and the addict below. Families of addicts, babies born into active addiction, and pets of addicts. We remind ourselves that we need never be alone again unless we choose to.

SERENITY PRAYER

God grant me the serenity to accept the things I cannot change,
The courage to change the things I can,
And the wisdom to know the difference.

Keep logging on!
It works if you work it,
So work it,
You're worth it!

**THANK YOU TO EVERYONE FOR JOINING THE MEETING;
PLEASE KEEP COMING BACK.**

NEWCOMERS ARE INVITED TO STAY ONLINE.

Guideline for running online meetings

1. Tool Bar

Personal computer

- o Tool bar found at the bottom of screen
- o Participants and chat box to be located there as well as video and microphone controls

Mobile Device

- o Swipe screen to locate participant, chat box, mic control and sharedscreen

2 Microphone Control

- 2 The muting and unmuting of microphones will be done by the meeting host
- 2 Tech chairs to manage microphones once the meeting has commenced
- 2 If a participant's audio does work, they are advised to exit and on return, they must click 'computer/internet audio option'.

3

Participants window open (raise-hand option)

3

Found at the bottom of participants screen

- 3 There is a Raise Hand button that allows participants to indicate their willingness to share
- 3 The Hand Icon will appear next to the participants name
- 3 The participants microphone will be unmuted by the host when it's their turn to speak

NB. Hosts and co-hosts cannot raise their hand.

4 Host key and taking over control as host

- 4 Host key to be issued on the online support team group
- 4 Chair of meeting to take host control found at the bottom of participants screen (claim host)
- 4 The Chair will then assign the tech as co-host. (and any additional co-hosts)

5 Host to share screen

- 5 Host will welcome members and run through the meeting etiquette for microphones, raise hand and manage general questions
- 5 Assign the reading of the preambles before the start of the meeting to members

- 5 Display preambles and introduce speaker
- 5 Once speaker has concluded, hand over to host to continue the flow of the meeting from the preambles
- 5 Host will introduce and identify speakers from the raise hand, manage participant's box
- 5 Manage the muting and unmuting if participants have challenges

6 Co-host

- 6 To manage chat box (when preambles are being read and when chairing) and participants box (NB for anonymity, names should be first name only or Name and the Initial of the Surname)
- 6 To be in readiness to share screen(preambles) if host is disconnected or experiencing issues

7 Chat box management

- 7 Co-host to display names of persons to read preambles (**as the person who introduces the readers, the host or chair must be aware of these names**)
- 7 Co-host to assist with questions and messages in chat box
- 7 Co-host to post the following links in the chat box:
 - Jhb Online meetings <https://na.org.za/jhb/jhb-area-groups-virtual-meetings/>
 - Regional Online meetings <https://na.org.za/online/>
 - WhatsApp Group <https://chat.whatsapp.com/CaKmpynm7mOFAYofv28yrp>
 - NA official email jhb-fd-online-chair@na.org.za for sponsorship
 - NA literature <https://na.org/?ID=literature>
- 7 Clean time count down is managers in the chat box

8 No recording

- 8 Video feeds to be disabled for the duration of the meeting
- 8 Recording of meetings is prohibited
- 8 Recording functions to be disabled