Southern California World Service (SCWS), CA(S)
District Representative Workshop Agenda

Welcome! And thank you for your service as a District Representative(DR)

1. Serenity Prayer

2. Introductions: Area Alternate Delegate (altdelegate@scws-al-anon.org)
   - DR Service Orientation Material on the Area Website
   - District Representatives Guidelines (G-37)
   - Educating your GRs on their responsibilities to their group
   - Ask-It Basket Questions: askitbasket@scws-al-anon.org
   - Insurance

3. Orientation to our website (webhost@scws-al-anon.org)
   - https://www.scws-al-anon.org/
   - Español tab, upper right-hand corner
   - Contact Us tab
   - Area World Service Committee (AWSC) page and Assembly page
   - Calendar
   - DR/ADR/DAL Area email

4. Assembly/AWSC Meeting Information: Area Chairperson (chairperson@scws-al-anon.org)
   - Area World Service Assembly/AWSC Meeting Frequently Asked questions (FAQs)
   - Guidelines for Virtual Meeting Participation
   - Knowledge-Based Decision-Making (KBDM)
   - Submission to Bulletin

5. Group Records Information: Area Group Records Coordinator (grouprecords@scws-al-anon.org)
   - Navigating Online Group Records for Al-Anon
   - Updating your District meeting information DR/ADR/DAL and meeting information https://www.scws-al-anon.org/district-meetings/
   - What are our SCWS forms used for?
     DRs teach GRs why/how to submit new group registrations and submitting changes - Al-Anon Group Records – Southern California World Service Area
   - Finding the WSO Number of a Meeting - sharing that WSO No. with their Group

6. Treasury Information: Area Treasurer (treasurer@scws-al-anon.org)
    - Contributions tab
    - Expense Reimbursement Form
    - Reserve Fund Guideline (G-41)

7. Alateen Group Information: Area Alateen Processing Person (aapp@scws-al-anon.org)
    - Role of the DR regarding Al-Anon Members Involved in Alateen Service (AMIAS)
    - Role of the District Alateen Liaison (DAL)
    - AMIAS certification/ Recertification
    - Alateen Group information & Change form
    - Using the WSO online records for Alateen

8. Alateen Events: Alateen Events Coordinator: (alateenevents@scws-al-anon.org)
    - Alateen events requests

9. Connecting to Our Links of Service: Area Delegate (delegate@scws-al-anon.org)
    - Navigating AFG Connects
    - Links of Service
    - Al-Anon/Alateen Service Manual, 2022-2025 - always use newest version(V4)
    - Safety in Al-Anon Meetings
    - Welcoming Checklist - share with GRs/CMAs
    - Service Sponsorship (P-88)
    - Guidelines (links to al-anon.org)

10. Questions (Please hold all questions until this time)