

Minutes of the 2019 Asia Pacific Forum

Held at the Hotel Puri Saron, Bali, Indonesia

Monday February 18th to Thursday February 21st 2019.

Day 1 - Monday February 18th

Meeting opened at 9:00am with the Serenity Prayer.

Readings

- Service Prayer was read by Roger, APF Chairperson
- Just For Today reading was read by David, Australian RD.
- Reading (shared around the table) of the 12 Traditions, and 12 Concepts.

Ice Breaker

An introduction from each participant: Greeting in own language, their name, community name, service role, how many APF meetings have been attended, and two words to describe how they are feeling.

Recognition of new participants

The following 9 delegates attended APF for the first time:

1. Harvey (RD Malaysia)
2. Binaya (UAE RD)
3. Badar (UAE RDA)
4. Young Lee (South Korea Participant)
5. Vahid (Iran RDA)
6. Jimmy (Philippine RD)
7. Sharleen (New Zealand RDA)
8. Nudel (Singapore RDA)
9. Kishorchand (NERF RDA)

Roll Call - Day 1 Morning

Communities		
Afghanistan	Suhrab M	Not present (not attending)
Aotearoa NZ	Deb F (RD), Sharleen F (AD)	Present
Australia	David T (RD), Elliot B (AD)	Present
Bangladesh	Sajal R (RD)	Present
Bahrain		Not present (not attending)
Bhutan		Not present (not attending)
Cambodia		Not present (not attending)
China	Ryan U (RD), Xue Li (AD)	Present
Hawaii	Eric R (RD)	Present
Hong Kong	Kiran L (RD), Chris D (AD)	Present
India (SOSONA)	Benedict R (AD)	Present
Indonesia	Said R (Okky) (RD)	Present

Iran	Ehsan R (RD), Vahid P (AD)	Present
Japan	Yoshihiro N (Mucho) (RD), Shonne F (Translator)	Present
Kuwait	Hussein B (RD)	Present
Malaysia	Liew K (Harvey)(RD)	Present
Maldives		Not present (not attending)
Nepal	Pankaj G (RD), Roshan (AD)	Present
NERF	Kishorchand S (RD)	Present
Oman	Salim (RD)	Present
Pakistan North		Not present (not attending)
Pakistan South	Ali R (RD)	Present
Philippines	Jimmy C (RD)	Present
Saudi Arabia		Not present (not attending)
Singapore	Zaiman S (RD), Nudel (AD)	Present
South Korea	Young Lee (Participant)	Present
Thailand	Bob P (RD), Ash D (AD)	Present
UAE	Binaya K (RD), Bader B (AD)	Present
Vietnam		Not present (not attending)
Workgroups		
Sue K	Women's FD Workgroup	
Amitabh S	FD Workgroup	
Also Present		
Roger S	APF Chairperson	
Reza A	APF Secretary	
Sushil P	APF Treasurer	
Mohit A	APF FD Coordinator	
Carrie L	APF Merchandise Chair	
Hasib Y	Strategic Planning Point Person	
Sharon K	Women's FD Coordinator	
Mark H	Web Servant	
Lib E	World Board	
Paul	World Board	Not present on Day 1
Shane C	NAWS Translations Manager	
Jane N	NAWS PR Manager	

Announcements

- Wifi password was made available.
- Welcome Dinner announcement and arrangement, invitation to all participants and visitors.
- Brief announcement about Safety (Tsunami, earthquake & other issues).
- Announcement was made about tea and coffee breaks, reimbursement, Welcome Dinner (La Plancha), Convention Registration.
- Overview of the week was presented

Approval of the 2019 Agenda

An overview of the coming week was given via the agenda.

Proposal to approve the 2019 Agenda was put forward by Aotearoa NZ, seconded by Australia.

Consensus approved.

Approval of the 2018 minutes

Proposal to approve 2018 APF minutes, moved by Aotearoa NZ, seconded by Thailand. A couple of minor amendments were noted: the approval of the agenda and the approval of the minutes each referred to the previous year, these changes were accepted.

Consensus approved.

Report Snapshots

Trusted servant's reports snapshots were presented with powerpoint highlights. The full reports are available on APF website.

Treasurer: Contributions were received from Kuwait, Thailand and SOSONA (India) on the first day of meeting. \$19,648 USD contribution received in total so far. Administrative expenses are increasing, Treasurer suggested that the expenses could be reduced by limiting funded admin participant in the following ways:

- SP reviews once every 3 years.
- Merging FD with Women's FD.
- FD Coordinators alternate year participation (Decisions can be taken online)

Statement of Activities: 18 Feb 2019			
Description	Received Income (US\$)	Payable Expenses (US\$)	Remarks
Income			
Opening Balance (after closing APF-2018 in Bangkok)	25,819.80		
Communities Contribution	16,944.85		
Contribution from Merchandise	2,827		
Women FD Contribution	1,993		
Contribution from other sources	2,012		FD reconciliation Pakistan/UAE
Total Income	21,765.64		
Expenditures			
Operational		967.35	
APF Meeting		4,533.74	
Fellowship Development		8,280	Excluding FD reconciliation
Zonal Delegate WSC Participation		1,715.00	
Total Expenses		15,496.09	

Final Summary as of 18 Feb 2019	
Status	Amount
Total Closing Balance Including Prudent Reserve	34,101.40
Total Closing Balance without Prudent Reserve	30,058.60
Total Prudent Reserve	4,042.80
Cash in Hand	17,479.42
Cash in Bank	16,621.91
Anticipated Conference Expenditure Payable	14,500.00
Potential Closing Balance	19,601.40

Questions

Erik, Hawaii: Where does the money in the Paypal accounts go?

Roger: We have only one option currently, to send the money to our Bank of Hawaii account.

Iran: Why we are not electing ZD in this meeting?

Roger: This will be addressed in the first Zonal Delegate session, tomorrow.

Benedict, India: Suggestion to include the language convention option. Request for Women's FD in India.

Strategic Planning

Hasib provided an overview of the Strategic Planning process.

This is the 4th year for Strategic Planning and this year the SP workgroup changed their usual way of planning process.

- 1st year to 3rd Year: Creating Strategies by brainstorming.
- For 4th Year: Brainstorm on specific issues/challenges arising from the Strategic Planning Process and find solutions or agreed on specific consensus.

This change was introduced due to the following challenges:

- Limited active workgroup members.
- Strategies still ongoing.
- Specific issues/challenges from previous strategies.

All workgroup and sub-committee reports have been published on the apfna.org website, under [“For Members”](#), click [“Committee Reports”](#)

Environmental Scan Summary Document Presentation

Hasib and Sharleen presented an overview of the summary document. This document is available on the apfna.org website.

Community Reports / Challenges

Facilitators: Sharon (Women's FD Co-ordinator), Roger (APF Chair).

- Challenges from community reports
- Solutions provided by delegates

A separate document listing and grouping all the community challenges, and the solutions offered during these 2 sessions, was created and will be circulated to delegates, as well as published on the website.

Roll Call - Day 1 Afternoon

Communities		
Aotearoa NZ	Deb F (RD), Sharleen F (RDAD)	Present
Australia	David T (RD), Elliot B (AD)	Present
Bangladesh	Sajal R (RD)	Present
China	Ryan U (RD), Xue Li (AD)	Present
Hawaii	Eric R (RD)	Present
Hong Kong	Kiran L (RD), Chris D (AD),	Present
India (SOSONA)	Benedict R (AD),	Present
Indonesia	Said R (Okky) (RD)	Present
Iran	Ehsan R (RD), Vahid P (AD)	Present
Japan	Yoshihiro N (Mucho) (RD), Shonne F (Translator)	Present
Kuwait	Hussein B (RD)	Present
Malaysia	Liew K (Harvey) (RD)	Present
Nepal	Pankaj G (RD), Roshan (AD)	Not present
NERF	Kishorchand S (RD)	Present
Oman	Salim (RD)	Present
Pakistan South	Ali R (RD)	Present
Philippines	Jimmy C (RD)	Present
Singapore	Zaiman S (RD), Nudel (AD)	Not present
South Korea	Young Lee (Participant)	Not present
Thailand	Bob P (RD), Ash D (AD)	Present
UAE	Binaya K (RD), Bader B (AD)	Present
Workgroups		
Sue K	Women's FD Workgroup	
Amitabh S	FD Workgroup	
Also Present		
Roger S	APF Chairperson	
Reza A	APF Secretary	
Sushil P	APF Treasurer	
Mohit A	APF FD Coordinator	
Carrie L	APF Merchandise Chair	
Hasib Y	Strategic Planning Point Person	
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Paul F	World Board	Not present on Day 1
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Women's Fellowship Development

Women's FD is evolving and growing. In 2018 the APF Women's FD workgroup was created. For the first time APF Women FD did an FD trip to Dubai.

Women's Environmental Scan: It's open to have input through the APF Website. They have already obtained information from different communities which have been presented to all. They are having a Women's Lunch this week, with 77 women registered so far.

NA World Services & World Board Update

Facilitators: Lib (World Board), Shane (Translation Manager)

Reading of Vision statement – Ehsan (Iran)

Service Structure: Inclusion of Zonal Delegate in the service structure as a result of APF motions; World Board, HRP, World Service Office.

WSC of the Future workgroup: Deb was elected from APF, also on the Workgroup is another APF member – Ehsan (Iran).

Issue Discussion Topics

There are 3 this conference cycle:

- Carrying the NA Message and Making NA Attractive
- Attracting Members to Service
- Drug Replacement Therapy (DRT) and Medication Assisted Treatment (MAT) as it relates to NA

Mental Health and Illness project:

Roger, a workgroup member spoke about the project.

At WSC 2018 this was approved as a priority project. Members from around the world have been able to submit their input. That information has been collated by NAWS staff and discussed by the workgroup. Paul F is the World Board Point person of the Workgroup. Total of 6 members in the workgroup. There is a diverse range of opinions in the material submitted by the fellowship to the project. The first workgroup meeting was in September 2018. Roger participated online as he had been physically ill. He tried to bring the collective personal experience and from his community to this project. Currently the the draft is open for input, May 15th is the deadline for fellowship feedback on this draft. There will be a second face to face meeting in June 2019 to finalise the draft and hand on to the World Board for inclusion in the CAR this year, for consideration and approval at WSC 2020.

Spiritual Principle a day Project (Daily Meditation Book Project):

Amitabh, a workgroup member spoke about the project.

This project came about as there was feedback that we need a book on meditation. This book will reflect the spiritual principles. This book has input from the fellowship and also written by the members. There are 13 members in this project. There are different perspective generated by the various workgroup members. There was a face to face meeting in September 2018 and others though 2019. The book will contain principles for each of the 365 days with some of them repeating.

WSC of the Future Project:

Deb, a workgroup member spoke about the project.

Deb was chosen by the APF through an online election. There are 18 members in this project: a member from each Zone plus Iran and two WB members. APF played a significant role for integrating the Zonal Delegate in the WSC. There are 3 separate task teams in the project – Zonal Collaboration, Role of the Zones, and Effective and Sustainable. There are separate online calls via Zoom. Each Zone has different characteristics and various perspectives brought forward by the workgroup members.

FIPT Operational Rules Project:

Fellowship Intellectual Property Trust – its helps us to protect our Intellectual Property and also provide guidelines how we operate on our Intellectual Property. The fellowship has grown a lot since it was written. There was a request from South Florida Region to have an inspection on the records – which is currently allowed by the FIPT. Mario T from Australia is also a member of this workgroup.

HRP Nomination:

Lib explained the process for nomination. Anyone with 8 years' clean time, World service experience and has willingness to serve can be a member of the World Pool. There are also recommendations from RBZ (region, board and Zonal). From both sources, the HRP evaluates the written candidates profile, interview them and creates a list of nominees for consideration by the WSC. HRP will present the nominated members profile to the WB Chair.

Currently there are 5 Members serving on the WB, and 6 members serving on NAWS Work groups, from APF. At the next WSC there are 04 Vacant positions for World Board.

Training and Tools Projects:

1. Conventions and Events best Practices: Just finished a tool for programming, currently focusing on Contract Negotiation and Committee Structure and Accountability.
2. Local Service Toolbox: Just finished CBDM basics, currently focusing on serving in rural and isolated communities, and GSR tools (How to be an effective GSR).

NAWS Services:

- Literature production and distributions
- Translation Oversight
- Public Relations
- Requests from members and public
- Periodical and apps
- Webinars and web meetings

Translations projects from APF:

There are lots of IPs and literature has been translated within the APF communities and published.

Next World Convention of NA:

2021 WCNA will be in Melbourne, Victoria, dates to be confirmed later.

PR Week:

June 03 to June 09, 2019, this was the result of a motion approved (from Venezuela) in the 2018 WSC.

FD Presentation

A video was presented on the IRAN Regional Convention. 35,000 members participated.

Community Challenges and Solutions (continued)

Facilitators: Sharon & Roger

This second session included time focussing on Translations, facilitated by Shane (NAWS Translations Manager).

Announcements

- Requesting everyone to provide feedback through Evaluation form.
- Contact list will be circulated to delegates.
- A question was raised by Hong Kong: Why the amount spent for self funded communities isn't recorded in the financial reporting.

Treasurer: That it difficult information to capture as we don't know how much each community spends sending their delegates. Maybe a format can be developed, for example via a google form, circulated to those communities to capture that information.

Day 2 - Tuesday February 19th

Roll Call - Day 2 Morning

Communities		
Aotearoa NZ	Deb F (RD), Sharleen F (RDAD)	Present
Australia	David T (RD), Elliot B (AD)	Present
Bangladesh	Sajal R (RD)	Present
China	Ryan U (RD), Xue Li (AD)	Present
Hawaii	Eric R (RD)	Present
Hong Kong	Kiran L (RD), Chris D (AD),	Present
India (SOSONA)	Benedict R (AD),	Not present
Indonesia	Said R (Okky) (RD)	Present
Iran	Ehsan R (RD), Vahid P (AD)	Present
Japan	Yoshihiro N (Mucho) (RD), Shonne F (Translator)	Present
Kuwait	Hussein B (RD)	Present
Malaysia	Liew K (Harvey) (RD)	Present
Nepal	Pankaj G (RD), Roshan (AD)	Present
NERF	Kishorchand S (RD)	Present
Oman	Salim (RD)	Present
Pakistan South	Ali R (RD)	Present
Philippines	Jimmy C (RD)	Present
Singapore	Zaiman S (RD), Nudel (AD)	Present
South Korea	Young Lee (Participant)	Present
Thailand	Bob P (RD), Ash D (AD)	Present
UAE	Binaya K (RD), Bader B (AD)	Present

Workgroups		
Sue K	Women's FD Workgroup	
Amitabh S	FD Workgroup	
Also Present		
Roger S	APF Chairperson	
Reza A	APF Secretary	
Sushil P	APF Treasurer	
Mohit A	APF FD Coordinator	
Carrie L	APF Merchandise Chair	
Hasib Y	Strategic Planning Point Person	
Sharon K	Women's FD Coordinator	
Mark H	Web Servant	
Paul F	World Board	
Lib E	World Board	
Shane C	NAWS Translations Manager	
Jane N	NAWS PR Manager	

Opened with the Serenity Prayer and the JFT Reading.

Announcements

- Hard copies of the Resumes were circulated among the delegates.
- Announcements about Women's FD lunch, merchandising and treasury were made.

Zonal Delegate, WSC Representation - 1st Session

Facilitated by Reza A

This session provided a brief background of the Zonal Representation from the Motion 11 of WSC 2016 to the 5 approved APF motions at WSC 2018. The following Motion 18 of WSC 2018 made the Zonal Delegate position a permanent one:

Motion #18: *That any Zonal Forum with two or more zonally seated regions or communities that are not seated at the World Service Conference, may choose to send one Zonal Delegate to the World Service Conference to represent those regions or communities.*

Intent: *To provide representation at the World Service Conference for the numerous unseated NA communities around the world.*

Result: *Strong support 85-26-1-2 Passes*

This session also emphasised that APF has the following responsibilities as a result of the above motion:

- Create criteria, roles & responsibilities for ZD & Alt ZD
- Create Election process for ZD & Alt ZD (for next WSC and for subsequent WSCs)
- Create a process of obtaining the conscience of unseated communities for WSC and Role of APF

Then Paul (WB) provided a brief description about what is the World Service Conference (WSC)

Later on the previously agreed process in APF 2017 was presented. It was suggested that rather than reinventing the wheel, we can use those same processes for the roles, responsibilities, criteria and election process. There was some discussion regarding these issues and then the delegates reaches the consensus on the presented process. Outcome of this session was drafted into motions to be presented at New Business section at APF for approval.

FD Challenges & Solutions

An update from Mohit & Sharon. The challenges faced by FD & Women FD are:

- Hard to know which communities have had FD in the previous ten years.
- No single clear process.
- Understanding of a women's FD; for women by women.
- Requests being made in a variety of ways without a formal request being completed; resulting in no record of request.
- No pool of available travellers / is it clear how to get involved?
- Lots of private conversations.
- Timelines.

It was also explained that sometimes the neighboring community is not able to offer support with resource travelers and gave examples of Kurdistan (Iraq) and Iran situations.

The following solution was presented:

- Having an agreed process.
- Having a shared understanding of expectations.
- Being clear that FD is evolving to meet the changing needs / requests and understanding of obstacles that members and communities are presented with.
- The value of having Women's FD stand alone where possible.
- Having a pool of available travellers, and their relevant experience.

A flow chart was presented detailing the following aspects of FD Process:

- Initial Contact.
- Gather more information.
- Begin the Plan.
- Approval/Sign off.
- Plans finalized.
- Reporting.
- Follow up.

The process was explained with the use of technology (google form, spreadsheet, etc). The flowchart is available on the APF website.

SWOT Session

Facilitated by Paul and Shane

A workshop on SWOT of APF. Everyone broke into small groups and identified the Strengths, Weaknesses, Opportunities and Threats of APF and for the NA Communities within APF. Here Strengths and Weaknesses are internal and Opportunities and Threats are external.

SWOT of APF are collated underneath:

Strengths:

- Cooperation & Collaboration
- Diversity
- Enthusiasm
- Established
- Goodwill
- Support
- Experiences
- Passion
- Unity & Inclusion
- Love
- Humility and Integrity

Weaknesses:

- Lack of willing trusted servants
- Workloads
- Need is greater than the resources
- Not enough translated literature
- Cultural challenges – i) Overall ii) Women & iii) Minority Groups
- Weakness in teamwork – decisions made without consensus
- Our willingness leads us to become too ambitious in our efforts by trying to do too much
- Non responsiveness to emails
- Limited fund flow
- Struggle with ongoing commitments on workgroups
- High workloads for some trusted servants
- Lack of Literature in local languages
- Language Barriers
- Geographical Distances & Time Zones

Opportunities:

- Opportunities to double our fellowship if women can get what men are already getting
- Reaching out to more young addicts
- More training and workshops for FD
- Not for Profit status and NGO status for formal recognition and credibility
- Make use of government policy changes about addictions and establish NA as a credible source of recovery
- Make tools (for workshops) available online for communities (youtube & closed captions, Translations of captions)
- Wider use of available technology – Zoom, Hangouts, etc
- Use NAWS to guide communities about their challenges with Governments
- Translation issues

Threats:

- Government policy affects addicts
- Conflict with other addiction/rehab/harm reduction programs
- Security issues affect the meeting rooms
- Accessible bank accounts
- Visa application process
- Sustainability

Roll Call - Day 2 Afternoon

Communities		
Aotearoa NZ	Deb F (RD), Sharleen F (RDAD)	Present
Australia	David T (RD), Elliot B (AD)	Present
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China	Ryan U (RD), Xue Li (AD)	Present
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Iran	Ehsan R (RD), Vahid P (AD)	Present
Japan	Yoshihiro N (Mucho) (RD), Shonne F (Translator)	Present
Kuwait	Hussein B (RD)	Present
Malaysia	Liew K (Harvey) (RD)	Present
Nepal	Pankaj G (RD), Roshan (AD)	Present
NERF	Kishorchand S (RD)	Present
Oman	Salim (RD)	Present
Pakistan South	Ali R (RD)	Present
Philippines	Jimmy C (RD)	Present
Singapore	Zaiman S (RD), Nudel (AD)	Present
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Also Present		
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Lib E	World Board	
Shane C	NAWS Translations Manager	
Jane N	NAWS PR Manager	

FD Presentation on Pakistan Trip

A brief description and a presentation was shown.

Summet from Nepal was the FD traveler along with the RDs of Pakistan North and Pakistan South. 23rd - Pakistan South.

Achievement: In South Pakistan unity increased, H&I efforts increased, Convention held and a 24/7 phone line opened.

The full report that was shown is available on the apfna.org website.

Issue Discussion Topic: "Carrying the NA Message and Making NA Attractive"

Facilitated by Lib (WB) and Jane (NAWS PR Manager)

The supporting documents to facilitate this Issue Discussion Topic Details of the session are uploaded on the APF website or can be accessed from the NAWS website at <https://www.na.org/?ID=IDT-IDT>.

Strategic Planning - 1st Session

Facilitated by Hasib and SP Workgroup

Solution and consensus oriented workshops were conducted on the following 03 topics:

Topic 1: Splitting policy on surplus/deficit/Startup Fund from convention between APF and Host committee

Topic 2: Convention Meeting Structure

Topic 3: Merge Communication work group with PR Workgroup

Details of the outcome of these workshops can be found in the 2019 SP document which is available on the website.

Day 3 - Wednesday February 20th

Roll Call - Day 3 Morning

Communities		
Aotearoa NZ	Deb F (RD), Sharleen F (RDAD)	Present
Australia	David T (RD), Elliot B (AD)	Present
Bangladesh	Sajal R (RD)	Present
China	Ryan U (RD), Xue Li (AD)	Present
Hawaii	Eric R (RD)	Present
Hong Kong	Kiran L (RD), Chris D (AD),	Present
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Opened with the Serenity Prayer followed by the JFT Reading.

Announcements

Zonal Delegate, WSC Representation - 2nd Session

Facilitated by Reza A

This session focused on planning one of the APF's major responsibilities for the Zonal Representation:

- Create a process of obtaining the conscience of unseated communities for WSC and Role of APF

At the beginning, David, Deb and Amitabh shared their experience with WSC from the Delegate's point of view. Then some suggestions from the Motion 11 workgroup were presented regarding this topic. After

that a small group planning session took place on this issue. The outcomes of this session was then drafted into proposals for presentation in the New Business section.

Roll Call - Day 3 Afternoon

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China	Ryan U (RD), Xue Li (AD)	Present
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Sharon K	Women's FD Coordinator	Not present
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Video Presentation

Zonal Nomination

Deb from Aotearoa New Zealand approached APF to recommend her for the HRP position at World Service. This is a very common standing policy with some Zones who recommend members for the World Service positions. Hence Roger requested Lib, WB to explain about the RBZ process to the delegates. Roger also suggested we can address and discuss the issue tomorrow to have a consensus by the delegates to move forward with this issue.

RBZ Process:

Lib explained the RBZ process

- Region/World Board/ Zone recommendation is a process used to recommend members for World Service positions.
- World Pool Information Form is provided by HRP. HRP interviews each RBZ candidate and conduct reference checks.
- APF can make recommendations for any members and forward on to HRP.
- Clean time requirement: 8 years for HRP (50% vote required) and 10 years for World Board (60% vote required).
- HRP Position: Up to 4 Members.

Deb from Aotearoa New Zealand requested APF to nominate her for HRP. This is standing policy for other Zones. She spoke about the requirements and that her abilities match with requirements.

Strategic Planning - 2nd Session

Facilitated by Hasib, Mark and SP Workgroup

Solution and consensus oriented workshops were conducted on the following 2 topics:

Topic 1: Feasibility analysis of online meeting

Topic 2: Privacy policy of APF and compliance with GDPR

Details of the outcome of these workshops can be found in the 2019 SP document which is available on the website.

NAWS Session: Issue Discussion Topic - Attract Members to NA

Facilitated by Paul (WB) & Shane (NAWS Translations Manager).

The supporting documents to facilitate this Issue Discussion Topic are uploaded on the APF website or can be accessed from the NAWS website at <https://www.na.org/?ID=IDT-IDT>.

FD Report: Dubai Fellowship Development Trip

Presented by **Mohit, FD Coordinator**

Dubai FD trip took place on the 11th of November, and the Women's FD trip on the 17th of November.

Binaya, the RD from UAE shared about his experience of the FD event.

There were issues related to H&I to Jails and Institutions due to the wrong way of doing it. The committee was closed on 2015. Later they have NAMEC and NAWS. A PR awareness event the community got encouraged and started H&I. Then they requested APF to have a FD in Dubai. 8 Members participated in the General FD. After this FD, the community started H&I in another institution and opened a Helpline number for women. They now have 15 local members which is a big achievement for the community.

Total expenses: USD 802 from APF. The food expenses were paid by the local fellowship.

The full reports for both the trips that were shown are available on the apfna.org website.

APF Bank Account Alternatives/Options

This session was facilitated by Mark.

There were small group discussions of the following two options for alternative Bank account:

Option 1: Make a formal request to Australian FSO for assistance

Option 2: Make a formal application to register APF as an International Charity in NZ

Town Hall Session

An Open Forum session facilitated by Mark and Sharon. This was open to all members present.

Previously submitted questions and issues, plus others taken from the floor, were answered or discussed.

Day 4 - Thursday February 21st

Roll Call - Day 4 Morning

Communities		
Aotearoa NZ	Deb F (RD), Sharleen F (RDAD)	Present
Australia	David T (RD), Elliot B (AD)	Present
Bangladesh	Sajal R (RD)	Present
China	Ryan U (RD), Xue Li (AD)	Present
Hawaii	Eric R (RD)	Present
Hong Kong	Kiran L (RD), Chris D (AD),	Present
India (SOSONA)	Benedict R (AD),	Present
Indonesia	Said R (Okky) (RD)	Present
Iran	Ehsan R (RD), Vahid P (AD)	Present
Japan	Yoshihiro N (Mucho) (RD), Shonne F (Translator)	Present
Kuwait	Hussein B (RD)	Present

Malaysia	Liew K (Harvey) (RD)	Present
Nepal	Pankaj G (RD), Roshan (AD)	Present
NERF	Kishorchand S (RD)	Present
Oman	Salim (RD)	Present
Pakistan South	Ali R (RD)	Present
Philippines	Jimmy C (RD)	Present
Singapore	Zaiman S (RD), Nudel (AD)	Present
South Korea	Young Lee (Participant)	Present
Thailand	Bob P (RD), Ash D (AD)	Present
UAE	Binaya K (RD), Bader B (AD)	Present
Workgroups		
Sue K	Women's FD Workgroup	
Amitabh S	FD Workgroup	
Also Present		
Roger S	APF Chairperson	
Reza A	APF Secretary	
Sushil P	APF Treasurer	
Mohit A	APF FD Coordinator	
Carrie L	APF Merchandise Chair	
Hasib Y	Strategic Planning Point Person	
Sharon K	Women's FD Coordinator	
Mark H	Web Servant	
Paul F	World Board	
Lib E	World Board	
Shane C	NAWS Translations Manager	
Jane N	NAWS PR Manager	

Opened with the Serenity Prayer followed by the JFT Reading.

Announcements

Zonal Nomination Issue

Roger explained that the way he had lead the discussion on the Zonal Nomination process was not proper and apologized. Hence he suggested that interested delegates can discuss a possible process during the break and come back with suggestions for the body about ways to move forward with this.

Strategic Plan

The draft strategic plan was presented and approved by consensus.

APF 2020 Bids

There were no bids received from any community. According to the APF Guidelines, in such cases, the 2020 APF meeting will be held in Bangkok, Thailand. The next thing is to have a contract with the Hotel.

Video

Video Presentation on last WCNA

Presentation of APF Draft Guidelines

Roger: There were some changes made in the APF Guidelines which was presented to the delegates for their approval.

After brief discussion the draft guidelines were approved by consensus.

Vacancies Discussion

There are two vacant positions this year – Treasurer and Merchandise, where no nominations were submitted. Discussion was opened for ideas:

Sue: Asked Admin about their suggestion regarding this. Requested to have feedback from delegates.

Bob: Does the Chairperson fill the vacant position? No.

Benedict: We can request the existing trusted servants to continue with the position?

Sajal: Are the existing trusted servants willingness to serve?

Amitabh: Treasurer is a very sensitive position. Is the current Treasurer is willing to continue?

Roger: We have discussed this issue with the outgoing trusted servants, it's unfair to ask them to continue.

Sharon: Some trusted servants can take caretaker roles to cover the vacancy.

Mark: There are more than 4,000 emails responded by the trusted servants. So its not practically possible to ask the existing trusted servants to fill the positions.

David: It's obvious an RD cannot take the position in trusted servants as they have enough work to do. We can extend the time of the election process.

Roger: There are some New Business proposals regarding this topic which will be discussed, including a modification to current process about when resumes to sent to the APF.

Eric, Hawaii: Is the current Treasurer is willing to continue his position?

Sushil, Treasurer: He doesn't feel that a person need to repeat in the same service position. He may return in another position. He thinks that a new person should come, in case of desperation he is willing to continue considering the sensitivity of the position.

Roger: The response from Sushil is conditional. The workload is very is very high to maintain for another trusted servant.

Hong Kong: We can't be a position where we don't have a Treasurer and Merchandise Chair. He offered his assistance to coach the next Treasurer.

Roger: Any person can join any workgroup.

Iran: They have proposals regarding this issue, which focused on extending the timeline for submitting resumes, and the last trusted servant continues to up to next meeting. If the outgoing trusted servant is not willing to continue then existing admin to take care of those responsibilities.

Reza: We need to think about a permanent solution.

Hong Kong: Existing trusted servants can continue in the same position and these positions will be open until new members are elected.

Roger: It's suggested that members join the in workgroups to share the workloads.

Mark: Trusted servants are not able to take any other role considering the current workload.

Zonal Nomination process

Elliot: A few delegates met in the morning break to discuss the Zonal Nomination of HRP. They feel we need to have a process.

Recommendation:

Ask the Secretary to send out information to all APF communities that we can consider RBZ Zonal Recommendations for World Service Positions. The HRP email was sent on 01.11.2018 and can be used as a draft/guide to provide information. Any interested members from the APF seeking a Zonal Recommendation will be asked to submit a service resume addressing the skills and attributes of the position by 21.03.2019. Resumes will be distributed by the Secretary and endorsements will be distributed by the Secretary and endorsement will need to be returned by 04.04.2019. A simple majority will be required and if achieved the APF Chairperson will have the authority to complete the RBZ candidate submission on behalf of the APF body.

This process will be a one off process for APF 2019. Further process will need to be created and presented at APF 2020.

This will be put forward as a Proposal during New Business.

Thank You Gifts

NAWS: Giving some gifts to the delegates, trusted servants and workgroup members.

Roll Call - Day 4 Afternoon

Communities		
Aotearoa NZ	Deb F (RD), Sharleen F (RDAD)	Present
Australia	David T (RD), Elliot B (AD)	Present
Bangladesh	Sajal R (RD)	Present
China	Ryan U (RD), Xue Li (AD)	Not present
Hawaii	Eric R (RD)	Present
Hong Kong	Kiran L (RD), Chris D (AD),	Present
India (SOSONA)	Benedict R (AD),	Present
Indonesia	Said R (Okky) (RD)	Present
Iran	Ehsan R (RD), Vahid P (AD)	Present
Japan	Yoshihiro N (Mucho) (RD), Shonne F (Translator)	Present
Kuwait	Hussein B (RD)	Present
Malaysia	Liew K (Harvey) (RD)	Present
Nepal	Pankaj G (RD), Roshan (AD)	Present
NERF	Kishorchand S (RD)	Present
Oman	Salim (RD)	Present
Pakistan South	Ali R (RD)	Present
Philippines	Jimmy C (RD)	Present
Singapore	Zaiman S (RD), Nudel (AD)	Present
South Korea	Young Lee (Participant)	Present
Thailand	Bob P (RD), Ash D (AD)	Present
UAE	Binaya K (RD), Bader B (AD)	Present
Workgroups		
Sue K	Women's FD Workgroup	
Amitabh S	FD Workgroup	
Also Present		
Roger S	APF Chairperson	
Reza A	APF Secretary	
Sushil P	APF Treasurer	
Mohit A	APF FD Coordinator	
Carrie L	APF Merchandise Chair	
Hasib Y	Strategic Planning Point Person	
Sharon K	Women's FD Coordinator	
Mark H	Web Servant	
Paul F	World Board	
Lib E	World Board	
Shane C	NAWS Translations Manager	
Jane N	NAWS PR Manager	

Video

Video presentation from NAWS on WSC

Elections

Nomination and voting procedure was read by Roger.

Treasurer:

Criteria, roles and responsibilities were read.

There were no nominees for the position.

FD Coordinator:

Criteria, roles and responsibilities were read.

1 resume was received: Joydeep M, SOSONA (India)

Nomination seconded: Thailand

Result: Joydeep was elected as FD Coordinator.

Newsletter Editor:

Criteria, roles and responsibilities were read.

1 resume was received: Phyllis S, Hawaii

Nomination seconded: Hawaii

Result: Phyllis was elected for a second term as Newsletter Editor.

Women FD Coordinator:

Criteria, roles and responsibilities were read

1 resume was received: Sharon K, Aotearoa NZ

Nomination seconded: Kuwait

Result: Sharon was elected for a second term as Women FD Coordinator.

PR Coordinator:

Criteria, roles and responsibilities were read

1 resume was received: Amitabh S, India

Nomination seconded: Aotearoa NZ

Result: Amitabh was elected as PR Coordinator.

Vacancies Discussion (continued)

The following were brought forward from the previous session on same topics:

- Workgroup + New Members.
- Mentoring from outgoing trusted servant
- Admin can decide if any position remains vacant.
- Share the responsibility and add the signatures of other trusted servants.

Deb: Open the resume again and provision for online voting.

Iran: Doesn't support the online election, suggests that admin decide one temporary member to serve for the vacant position.

Mark: Anonymous Electronic Voting Procedure can be arranged.

Iran's New Business proposal was read.

Sajal: Is there any other way than online election. An online election may be the possibilities, A suggestion that the next trusted servants should prepare for a consecutive terms while submitting for the resumes.

Roger: a straw poll – Whether or not we have online election for Treasurer and Merchandise Position, consensus has reached in favor the suggestions

Jimmy: Current trusted servants cannot continue

Mark: In response to the comments that resumes with private information are not be circulated, we can send a read-only version of the file and limit access to delegates only. We the body have the ability to change or amend our guidelines. It could be also possible to ask people from here.

Roger: We need to include all interested members.

Sharon: There are more barriers for existing trusted servants.

Sushil: Ideas that someone can show their interest and can be elected here. We need to have a consensus to have a nomination for the table, then someone can second.

Thailand: The participants who are not in this meeting, would be able to vote for online election.

NERF: We need to find the reason why people are not nominating for the APF position.

Straw poll suggestions:

Would delegates consider receiving nominations from anyone at the table? Consensus in favor of the idea.

Are there any nominations from the table?

Treasurer: Sushil from Nepal.

Merchandise Chair: Mohit A from Bangladesh.

Financial Reporting

Sushil presented the Financial scenario with the budget. Already sent to all. After the convention closing another final report will be sent to all.

New Business

Proposal #1

Proposal reads: That any interested members from the table can nominate themselves to serve for vacant positions of Treasurer and Merchandise Chair. This is a one off process for this APF meeting only.

Intent: To fulfil the vacant service position

Mover: Thailand

Second: Aotearoa New Zealand

Strong Objection: This is inconsistent with the principles of Zonal Delegate but they will not stand in the way of the consensus.

Outcome: Consensus approved

Elections (continued)

Interested Nominee for Treasurer: Sushil P, Nepal.

Sushil read his resume briefly.

Nomination seconded: Aotearoa New Zealand

Result: Sushil was elected for a second term as Treasurer.

Interested Nominee for Merchandise Chair: Mohit A, Bangladesh.

Mohit read his resume briefly.

Nomination seconded: Nepal

Outcome: Mohit was elected as the Merchandise Chair.

FD Report on Korea

1st Day: PR with 72 professionals

2nd & 3rd Day: FD Workshops

Young: After the FD, they decided to form an ASC. Many people now in Korea are interested in 12 steps.

The video presentation file that was shown is available on the apfna.org website.

New Business (continued)

Proposal #2

Mover: SOSONA - India

Secunder: Philippines

Proposal reads: That the position of APF PR Co-ordinator be a funded position, like the rest of APF Admin

Intent: To provide an equal opportunity for trusted servants to serve at the zone.

Point Of Accountability: Treasurer

Financial Impact: USD 800 + per year and depends on the where the APF meeting will be held.

Discussion: The budget includes the provision

Deb asked about the money status

Outcome: adopted by consensus.

Proposal #3

Mover: Australia

Secunder: Singapore

Proposal reads: That the budget as presented by the treasurer as adopted

Intent: Adopt the budget for 2019- 2APF Cycle

Point Of Accountability: APF Treasurer

Financial Impact:

Outcome: adopted by consensus.

Proposal #4

Mover: UAE

Secunder: Kuwait

Proposal reads: That the Asia Pacific Forum sets aside 30% of the overall FD budget, to be held solely for delivery of Fellowship Development to women.

Intent: To fulfill our primary purpose and ensure that our processes keep up with our evolution.

Point Of Accountability: APF Treasurer

Financial Impact: Nil

Outcome: After discussion no consensus was reached. Proposal lapses.

Proposal #5

Put forward by APF Admin

Mover:

Secunder:

Proposal reads: That the APF Chairperson and APF Secretary become signatories on the Bank of Hawaii bank account.

Intent: To allow the APF to transact while the Treasurer's position is vacant.

Point Of Accountability: APF Chair

Financial Impact: Nil

Outcome: Proposal withdrawn given the outgoing Treasurer has been re-elected for an additional term, therefore the existing signatories on the Bank of Hawaii account can be retained.

Proposal #6

Mover: Thailand

Seconder: Australia

Proposal reads: That the APF Guidelines page 46 under the title "Outline of FD Trip" bullet point 2, be amended to read "Any FD should be submitted/agreed upon 3 months prior to the proposed trip date". The current wording is "Any FD should be fixed prior to two months". And that all related documents are updated.

Intent: To ensure that there is sufficient time to allow for in-depth preparations to be made, in accordance with Concept 11 - responsible management of NA funds, and to avoid paying extra for short notice travel.

Point Of Accountability: APF Secretary

Financial Impact: Nil

Outcome: Adopted by consensus.

Proposal #7

Mover: SOSONA - India

Seconder: Philippines

Proposal reads: That the Asia Pacific Forum put forward a recommendation for Deb F, Aotearoa NZ RD, to the WSC Human Resource Panel, to be considered as a nominee for HRP at the 2020 WSC using the Zonal process.

Intent: To support the recommendation for a member who is willing to serve and qualifies for the HRP role.

Point Of Accountability: APF Chair

Financial Impact: Nil

Discussion:

Iran: It is better that we have a policy on that, happy with the current situation.

Outcome: Adopted by consensus

Proposal #8

Mover: Iran

Seconder: India

Proposal reads: If we don't have any nomination for a service position, the last servant should continue until the next APF.

Intent: To minimise the possibility of there being a vacancy.

Point Of Accountability: APF Chair

Financial Impact: Nil

Discussion: It will potential reduce the willingness of the trusted servants to nominate themselves for APF trusted servant position. How long a trusted servants have to stay. We cannot have an expectation that members will stay for a long period. China and Thailand disagrees. Iran suggested to consider all three motions as they are continuous one,

Outcome: After discussion no consensus was reached. Proposal lapses.

Proposal #9

Mover: Iran

Seconder: Aotearoa New Zealand

Proposal reads: If after the deadline for receiving resumes has passed, the APF admin have no nominee for a service position, admin must notify the APF body, and will continue to seek resumes for one further month.

Intent: To improve the election process

Point Of Accountability: APF Chair

Financial Impact: Nil

Discussion: Thailand proposed to amend the proposal to extend the resumes deadline to 3 months. This proposed amendment was not supported.

Outcome: Adopted by consensus.

Proposal #10

Mover: Iran

Secunder: Hawaii

Proposal reads: If the last trusted servant couldn't continue his or her service or there is any vacant service position, one of the admin committee should do that service.

Intent: To formalize what will happen during a time of a service position vacancy.

Point Of Accountability: APF Chair

Financial Impact: Nil

Outcome: After discussion no consensus was reached. Proposal lapses.

Proposal #11

Mover: No mover

Secunder:

Proposal reads: That the process for requesting a zonal recommendation from APF to the World Service Conference as put forward by the Australia AD be adopted for the 2019 APF cycle only.

Outcome: Proposal lapses for lack of mover.

Proposal #12

Mover: Australia

Secunder: Aotearoa New Zealand

Proposal reads: The APF body authorises the APF Admin, Trusted Servants and Money Matters Workgroup to pursue Option 2 "Make a formal application to register APF as an International Charity in NZ". During the process, no step will be taken that will put at risk any existing arrangement with any banking facility currently in place with APF.

The APF additionally authorises Admin to decide to pursue Option 1 "Make a formal request to Australian FSO for assistance" at any time, taking into account that no step will be taken to put any other arrangement at risk.

Intent: Continue the APF work to progress improved banking options.

Point Of Accountability: APF Admin

Financial Impact: Up to USD 100 for any application of filing fees

Outcome: Adopted by consensus.

Proposal #13

Moved by: Australia

Seconded by: Aotearoa New Zealand

Proposal reads: The APF body agrees to follow a formal processes required, to meet the requirements of completing Option 1 or Option 2 in the previous proposal, between the 2019 and 2020 APF meetings conducted by email.

Note: These documents will need to be signed for the bank.

Intent: Continue the APF work to progress improved banking options.

Point Of Accountability: APF Admin

Financial Impact: NIL

Outcome: Adopted by consensus.

Zonal Delegate Proposals at APF 2019 Meeting

Proposal #14:

Mover: Aotearoa NZ

Seconded: Hawaii

Proposal reads: That APF send a Zonal Delegate to the World Service Conferences to represent the WSC unseated regions or communities of APF.

Intent: To provide representation at the World Service Conference for the WSC unseated NA communities of APF.

Financial Impact: None

Outcome: Adopted by consensus.

Proposal #15:

Mover: Thailand

Seconded: Aotearoa NZ

Proposal reads: That the APF Zonal Delegate and Alternate Zonal Delegate (In case of Alternate Delegate attending WSC) have the following Criteria for the Service Position:

- Minimum 07 years' clean time
- Recent APF and Regional/Community service experience
- Proficient in English
- Proficiency in using Email and Internet
- Have the eligibility to obtain a USA visa
- Only trusted servants from Unseated communities of APF can be a nominee for the Zonal Delegate or Alternate Delegate

Intent: To have Criteria for the Service Position for the APF Zonal Delegate and Alternate Zonal Delegate.

Financial Impact: None

Consensus: Adopted by consensus.

Proposal #16:

Moved by: Aotearoa NZ

Seconded by: India

Proposal reads: That the APF Zonal Delegate and Alternate Zonal Delegate (In case of Alternate Delegate attending WSC) have the following roles and responsibilities:

- Full and active participation in all WSC Sessions
- Accountability to APF through written reports
- The Zonal Delegate must attend the annual APF Meeting
- Provide the voice/conscience of all unseated APF communities at the WSC
- Training and mentoring the next Zonal Delegate
- Contact details of the Delegate to be made available to all communities
- Represent the Zonal Forum

Intent: To have roles and responsibilities for the APF Delegates and Alternate Delegate

Financial Impact: Addressed in the Proposal # 06 under Zonal Delegate Section

Consensus: Adopted by consensus.

Proposal #17:

Mover: Kuwait

Secunder: Aotearoa NZ

Proposal reads: That a Zonal Delegate and an Alternate Zonal Delegate be elected via the following process:

- 1) For the next Zonal Delegate (2019-2021) and Alternate Zonal Delegate it would follow the following one off online election process:
 - Service resumes can be sent to the APF Admin Committee within 30 days of the completion of the 2019 APF Meeting.
 - The Admin Committee will review the resumes to ensure the nominee meets the criteria for the position.
 - Resumes will be sent to communities through RDs from active APF Communities.
 - Communities vote must be sent to the APF Admin Committee within a further 60 days through email.
 - The APF Admin Committee will announce the election results.
- 2) Continue with regular election process [as per the APF Guidelines Appendix B: "APF Election Guidelines"] for subsequent Zonal Delegate and Alternate Zonal Delegate elections

Intent: To have election process for the APF Zonal Delegate and Alternate Delegate which covers the present situation and future situations.

Financial Impact: None

Consensus: Adopted by consensus.

Proposal #18:

Mover: Indonesia

Secunder: China

Proposal reads: That the APF Zonal Delegate and Alternate Zonal Delegate will have the following suggested prioritized ways and responsibilities for the process of obtaining the consciences of the APF unseated communities:

HIGH PRIORITY

Utilise Virtual Meetings (46)

- Have a webinar for delegates to work through the CAR motions and CAT
- Provide training sessions to enable delegates to conduct CAT/CAR workshops in their own communities
- Schedule time at the APF meeting (40)
- ZD/ZDA finalise conscience and direction at the APF prior to WSC
- Conduct CAT/CAR workshops at the APF
- Prioritise time on the 4-day agenda to discuss the WSC issues

MEDIUM PRIORITY

Responsibility of carrying the Conscience (23)

- Communities will be responsible for development methods to obtain conscience
- RD/RDA's will be responsible for carrying the Conscience to the APF/ZD however that looks (at APF or via virtual methods)

Communication between communities and Zonal Delegate (20)

- After the CAR is released, ensure communities can contact ZD/ZDA to clarify any questions
- Have some Seated Regional Delegates assist the ZD team during this time

LOWER PRIORITY

- Local workshops (8)
- Online community tally for CAR motions on website (5)
- Groups communicated directly with ZD (5)

- Create a timeline for the process of delivering CAT/CAR and obtaining conscience with specific dates (4)
- Secretary to email delegates with information including CAT/CAR links, CAR Power-points and videos (2)
- Pro-actively reach out to Unseated Communities
- ZD needs contact list for Unseated Communities

Intent: Enable APF Zonal Delegate to have delegate's prioritized ways for obtaining the conscience of the unseated communities.

Financial Implication: The expenses of Zoom account for virtual meetings will be USD 180 per year. If an additional day included with the APF meeting for this purpose, the accommodation and food costs will be increased for one day for the unseated communities. At this point of time it is not possible to determine the detailed cost.

Consensus: Adopted by consensus.

Proposal #19:

Proposal reads: That the APF Zonal Delegate be a funded position to attend the yearly APF meeting

Mover: Aotearoa NZ

Second: Australia

Intent: Enable APF Zonal Delegate to travel to the APF meeting for obtaining the conscience of the unseated communities.

Financial Implication: It will vary depending on the country of residence of the Zonal Delegate

Consensus: Adopted by consensus.

WSC Zonal Meeting

Eric: Following up on an earlier discussion with Roger after the deadline for New Business Proposals on the 3rd day, regarding a proposal clarifying the process for chairing the APF meeting that takes place at the WSC. A Proposal had been discussed with another delegate this week but did not then get put forward.

The trusted servants will follow up on this to clarify how this will be taken care of.

The APF Guidelines currently includes the following:

Chairing the APF Meeting at the World Service Conference

- Given that the APF Chairperson would not normally attend WSC and therefore the WSC Zonal Meeting, another APF Regional Delegate or the Zonal Delegate may be chosen by those present to perform the role.*

Any Other Parked Discussions

As previous discussions have taken longer than anticipated, there was no time left for any further discussions.

Thanks

Thanks to the Indonesia committee for their logistical support hosting the APF meeting in Bali.

Acknowledgement of Carrie and Mohit for their service as their terms are now completed.

Thanks to Tali for contributing for so long with our Bank accounts.

Thanks to Shane, Jane, Paul and Lib for their supports.

Thanks to all existing trusted servants for their hard work.

Closing Ceremonies

A final round of the table took place, with each member sharing 2 words to express how they feel or their experience of the week.

The 2019 APF meeting was closed at approximately 6:15pm.