

# SUMMARY OF PURPOSE AND OPERATING PROCEDURES FOR THE [NAME OF SERVICE BODY] OF OVEREATERS ANONYMOUS

DATE ADOPTED \_\_\_\_\_

## 1) Purpose

The purpose of [Intergroup/Service Board Name] of Overeaters Anonymous is to carry the message of recovery to those with the problem of eating compulsively, by fostering the practice of the Twelve Steps and Twelve Traditions of Overeaters Anonymous, guided by the Twelve Concepts of OA Service; and to serve and represent member groups and/or intergroups.

## 2) Operating Procedures

### A) Officers

- 1) The officers of the [Name of Service Body] shall be the [specify offices for the service body] (e.g. chair, secretary, treasurer, etc.).
- 2) Officers shall be elected by \_\_\_\_\_. (State method of nomination and election; whether by voice or ballot.)
- 3) Term of office for all officers shall be [time period] (e.g. 2 years) or until successors are elected.
- 4) Duties of officers shall be contained in the bylaws of the [Name of Service Body] when adopted. The WSBC delegate/alternate (whether or not a member of the service body board) shall have at least one year of current abstinence and at least two years of service beyond the group level.

### B) Composition

The [Name of Service Body] shall be composed of the registered Overeaters Anonymous meeting groups/intergroups (IGs) affiliated with this service body. Each affiliated group may select a representative to speak for it at meetings of the [Name of Service Body]. Selection procedures and qualifications for representatives shall be contained in the bylaws of the [Name of Service Body] when adopted.

*It is suggested that service body bylaws (1) include the full definition of a group as defined in OA, Inc. Bylaws, Subpart B, Article V, Section 1, and (2) include the following statement listed below (Item C).*

C) The [Name of Service Body] endorses the definition of an OA group in Overeaters Anonymous, Inc. Bylaws, Subpart B, Article V, Section 1, as written and as it may be amended by a future World Service Business Conference.

a) These points shall define an Overeaters Anonymous group:

- 1) As a group, they meet to practice the Twelve Steps and Twelve Traditions of Overeaters Anonymous, guided by the Twelve Concepts of OA Service.
- 2) All who have the desire to stop eating compulsively are welcome in the group.
- 3) No member is required to practice any actions in order to remain a member or to have a voice (share at a meeting).
- 4) As a group they have no affiliation other than Overeaters Anonymous.

5) It has affiliated as an Overeaters Anonymous group by registering with the World Service Office.

D) Frequency of Meetings

The [Name of Service Body] shall hold regular meetings at such place and time as designated by a majority of members present.

E) Meeting Notification Procedure

The representatives of groups/IGs affiliated with the [Name of Service Body] shall be notified of meetings by \_\_\_\_\_. (Indicate method of notification. E.g. announcement in the newsletter, mail, telephone, email, or announcement at prior meeting.)

3) ***Dissolution***

Section 1 – Deregistration

A) Intergroups: In order to deregister, an intergroup may submit a written notice to the World Service Office (WSO), region chair, and region trustee.

B) Service Boards: In order to deregister, a service board must submit a written notice to the WSO, and to the region chair and region trustee.

Section 2 – Disbursement of Remaining Funds

When this service body ceases operation and all debts have been paid, all remaining funds shall be distributed to other Overeaters Anonymous service bodies or the WSO in accordance with Tradition Six.

It is hereby understood that this Sample Summary of Purpose and Operating Procedures shall serve as the temporary organizing document of [Name of Service Body] until bylaws are adopted.

**Signature of Officers**

**Date of Signature**

**Location (City, Country)**

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