SUBMITTING MOTIONS FOR PLACEMENT IN THE CONFERENCE AGENDA REPORT (CAR)

Motions may originate from any of the following bodies in Nar-Anon:

- Group
- Area Service Committee (ASC)
- Regional Service Committee (RSC)
- National Service Committee (NSC)
- World Service Committee, e.g., WS Literature, WS Website, WS Newsletter
- National Board of Trustees (NBOT)
- World Service Board of Trustees (BOT)

Motions proposed for placement in the *CAR* originating from a group, ASC, or RSC must be further approved by the regional assembly before submission to the WSC Committee. For countries with a national service conference (NSC), all motions are further approved at their NSC before submission to the WSC Committee.

All motions submitted to the WSC committee must have been approved as follows:

Submitting body:	Approving body:
Regional Service Committee	Regional Assembly
National Service Committee	National Service Conference
National Board of Trustees	National Service Conference
World Service Committee	2/3 of the committee's members
World Service Board of Trustees	2/3 of the board's members

Motions submitted to the WSC cannot be substantially the same as motions from the *CAR* that failed at either of the two preceding conferences. Additionally, there is a moratorium on motions to alter recovery literature for two conference cycles after the literature has been adopted by the conference, with the exception of changes required to eliminate plagiarism. A catalog of all motions submitted to or approved at the latest two conferences will be available on the World Service website.

The validity of any motion in the *CAR* may be challenged by any member with voice at the conference or by the Conference Facilitator. Motion makers should be prepared to provide minutes of their assemblies (RSCs and NSCs) or meetings (WS Committees and the BOT) showing both the motion and the vote for its approval. All bodies submitting motions to be included in the *CAR* are requested to provide a copy of the Assembly or meeting minutes showing the motion(s) and vote(s) approving the motion(s) by email to the WSC committee at wscconference@nar-anon.org. If the validity of a motion is challenged at the conference, the WSC committee will provide the appropriate documentation to the conference.

All motions should be clear and concise and shall not include multiple objectives. Justification or rationale explaining the reason for the motion shall be limited to 150 words. All motions presented to the Nar-Anon fellowship for approval will be written in a manner which lends itself to a yes or no vote and is specific to the changes involved to affirm and support this process. The WSC committee will advise bodies whose motions are Out of Order, including the reason(s) why the motions are Out of Order.

Any Nar-Anon body may request assistance from the WSC committee to compose motions for placement in the *CAR*. Assistance provided after motions have been passed at a Regional or National Assembly may not change the original intent of the motion in question, but may alter the motion to make it clear and concise and limited to an objective which lends itself to a yes/no vote. Where multiple objectives are involved, the WSC committee may provide assistance to divide the original motion into multiple motions, provided that the intent of the original motion is unchanged. Petitioning bodies should request assistance as early as possible in order to meet the draft form deadline date of August 30, 2017.

Motions may be submitted at any time before the deadlines listed in the conference cycle. Early submission of motions is encouraged. Motions in final form (*CAR*-ready) must be emailed to the WSC committee at wscconference@nar-anon.org, no later than 200 days prior to the opening of the conference. For WSC 2018, the final form deadline is October 9, 2017.