

# INSTITUTIONS ANNOUNCEMENTS

01/2026

- Suggestion, only take commitments you can fill personally.

In the event the person who has the commitment cannot fulfill

- Suggestion, contact the Institutions chairperson, the phone number is on the back of cards.

By contacting the Institutions Chairperson within a reasonable amount of time before commitment it gives the Institutions Committee a chance to find someone else to fill the commitment, and if we cannot do so we'll call the facility to cancel.

## Guidelines and Suggestions for Working Within The Treatment Facilities'

Rules and Regulations The following guidelines for carrying the A.A. message into treatment settings were formulated and suggested by an area Treatment Committee. Remember, non-A.A. professionals cannot be expected to be aware of A.A.'s Traditions. A.A. members are invited guests in these facilities. Cooperation is the key to successful Twelfth Stepping in treatment facilities. 1. Acquaint yourself with the following A.A. Conference-approved pamphlets: "A.A. Tradition, How It Developed," "A.A. in Treatment Settings," "Bridging the Gap," and "How A.A. Members Cooperate with Professionals." 2. While A.A. members are not professionals when doing Twelfth Step work, volunteers should be informed about any expectations a facility has regarding attire and appearance. Good relations are built on good impressions. 3. Personal conduct is also important while inside these facilities. We are sober A.A. members, and our behavior should reflect our integrity as A.A. members. Be there on time or five minutes early. Refrain from using any foul language in any group situation. Be polite and respectful to the residents and staff. We are there as their guests. 4. Cooperate with the facility. Although we have our own Traditions which guide us, when we are inside any facility or institution, we follow their rules to the letter. The reasons for their rules may not seem clear to us, but it is not up to us to question them. We just cooperate fully. Some of these guidelines may seem to be strongly stated, and for some very good reasons. In many cases, lots of hard work has gone into establishing the relationship which enables us to be invited into a facility. Careless action on any level by any A.A. member could destroy that trust, and we would no longer be permitted to carry the A.A. message into that facility. When we are carrying the A.A. message into a treatment facility, we are not just one drunk talking to another. In their eyes, we represent the entire Fellowship of Alcoholics Anonymous. How we look, act and talk are all they are going to know about A.A. This is a very important responsibility. Remember, we already know that the A.A. program works. They may not! Let our new friends see, hear and talk to an example of what the A.A. program can do for a hopeless drunk

Copied from pg 12 of Treatment Committee Workbook

**Suggested Dos** 1. Tell how A.A. works for you — also that it is not easy. 2. Tell what A.A. is (this is mostly in the Preamble). 3. Tell what we are doing, such as helping them make the transition from treatment to A.A. 4. Introduce the Plain Language Big Book and take turns reading from it. 5. Try to show a video from the media library on aa.org. 6. Play some AA Grapevine audio recordings or episodes of the Grapevine podcast 7. Leave some copies of AA Grapevine, La Viña 1 8. Leave some A.A. literature. 9. Talk about sponsorship. Talk about the importance of a home group and explain open/closed meetings. 10. Show the newcomers how to find meetings using the Meeting Guide app. 11. Explain the importance of anonymity, reassure the newcomers that they do not have to fear being seen at an A.A. meeting. 12. Last but not least, when you make a commitment to be at a treatment facility, BE THERE! This is very important.