

PROPOSED POLICY & PROCEDURES MANUAL AMENDMENTS

To be voted on at 7/13/2025 GPI Meeting

Key: ~~Text being removed~~ **Text being added** *Explanatory text, does not impact amendment*

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Amendment 1: Update Intergroup Rep (IR) job description

FROM:

Article I: Membership Qualifications for GPI, Section C: Intergroup Representatives (IRs)

Intergroup Representatives (IRs) shall be selected by the group conscience of the group they represent. Each IR shall be selected by any method deemed appropriate by their group, always subject to recall by the group they represent. GPI Suggests IRs be selected for stability, length of time in program, and time of abstinence, which is to be determined by the group. Each group shall be free to designate an alternate delegate when the necessity arises. Each IR can only represent (“vote for”) one meeting at the GPI meeting.

TO:

Article I: Membership Qualifications for GPI, Section C: Intergroup Representatives (IRs)

The role of the Intergroup Representatives (IRs) is to represent the group at intergroup meetings and to serve as a contact to carry communications between the intergroup and represented group. ~~Intergroup~~

~~Representatives (IRs)~~ shall be selected by the group conscience of the group they represent. Each IR shall be selected by any method deemed appropriate by their group, always subject to recall by the group they represent. GPI Suggests IRs be selected for stability, length of time in program, and time of abstinence, which is to be determined by the group. Each group shall be free to designate an alternate delegate when the necessity arises. Each IR can only represent (“vote for”) one meeting at the GPI meeting.

Rationale for change: This language will be added to the GPI Bylaws as we align with the OA template. This language is repeated in the PnP to provide context for the subsequent text.

Amendment 2: Move Election Qualifications from Bylaws to PnP

FROM:

Article II: Guidelines to the GPI Meetings, Section D: GPI Elections

2. To be eligible for election, the applicant must meet the qualifications as detailed below and have an understanding of the responsibilities of the position.
 - a. Qualifications for Executive Board positions are defined in the GPI Bylaws Article IV Section 3

- b. Qualifications for Region 7 Representatives and Alternates are defined in the GPI Bylaws Article IV Section 3
- c. Qualifications for Standing Chairs are defined in the GPI PnP Manual Article VII Standing Chairs, Section C: Qualifications

TO:

Article II: Guidelines to the GPI Meetings, Section D: GPI Elections

- 2. To be eligible for election, the applicant must meet the qualifications as detailed below and have an understanding of the responsibilities of the position.
 - a. Qualifications for Executive Board positions are defined in the ~~GPI Bylaws Article IV Section 3~~ **GPI PnP Manual Article III Section B**
 - b. Qualifications for Region 7 Representatives and Alternates are defined in the ~~GPI Bylaws Article IV Section 3~~ **GPI PnP Manual Article V Section C**
 - c. **Qualifications for World Service Business Conference Delegates and Alternates are defined in the GPI PnP Manual Article VI Section B**
 - d. Qualifications for Standing Chairs are defined in the GPI PnP Manual Article VII: Standing Chairs, Section C: Qualifications

Rationale for change: Qualifications for the Executive Board, Region 7 Reps & Alternatives, and World Service Delegates & Alternatives have been moved to the PnP from Bylaws so that qualification requirements for all positions on the roster appear in one location.

Amendment 3: Update Roles/Responsibilities of the Executive Board

FROM:

Article III: Executive Board, Section A: Responsibilities of the Executive Board

- 1. Serve as guardians of the Twelve Steps, Twelve Traditions, and Twelve Concepts with respect to the functions of GPI
- 2. Perform the duties of their offices in accordance with the GPI PnP Manual
- 3. Meet monthly to address necessary issues:
 - a. Meeting is led by the Chair, or a person designated by the Chair
 - b. The Secretary shall take minutes, or in the absence of the Secretary a member of the Executive board will volunteer to take notes for the meeting
 - c. Zoom meeting dates and times to be determined monthly by the current Executive Board and posted to the GPI Service Calendar
- 4. Set the agenda for Intergroup meetings
- 5. Any Executive Board member may attend any Standing Committee meeting
- 6. May name an Acting Chair for a Standing Committee until an election can be held. (The person chosen as an Acting Chair must meet all of the necessary qualifications for the position.)
- 7. Appoint Chairperson of GPI Finance Committee annually
- 8. Make budget recommendations to GPI Finance Committee (FC)
- 9. Approve the GPI Budget prior to consideration by regular GPI meeting
- 10. Conduct as needed an emergency financial audit or review of the FC meeting minutes
- 11. Supervise the GPI Webmaster/Administrator
- 12. Any Executive Board member will be removed from their position after four (4) absences from meetings of GPI in an election year

TO:

Article III: Executive Board, Section A: **Roles and** Responsibilities of the Executive Board **as a Whole**

1. To fulfill their role, Executive Board members are to:

- a. Serve as guardians of the Twelve Steps, Twelve Traditions, and Twelve Concepts with respect to the functions of GPI
- b. Perform the duties of their offices in accordance with the GPI PnP Manual
- c. ***Serve as guardians of intergroup funds and oversees the quarterly financial audit***
- d. ***Oversee the welfare and operation of GPI in the most effective and efficient manner***
- e. ***Support intergroup as a whole, providing a forum for the interchange of ideas and information among member groups***

2. In fulfilling their responsibilities, Executive Board members shall:

- a. ~~Serve as guardians of the Twelve Steps, Twelve Traditions, and Twelve Concepts with respect to the functions of GPI.~~
- b. ~~Perform the duties of their offices in accordance with the GPI PnP Manual.~~
- c. Meet monthly to address necessary issues:
 - i. Meeting is led by the Chair, or a person designated by the Chair.
 - ii. The Secretary shall take minutes, or in the absence of the Secretary a member of the Executive board will volunteer to take notes for the meeting
 - iii. Zoom meeting dates and times to be determined monthly by the current Executive Board and posted to the GPI ~~Service~~ Calendar
- d. Set the agenda for Intergroup meetings
- e. Any Executive Board member may attend any Standing Committee meeting
- f. Name as needed an Acting Chair for a Standing Committee until an election can be held. (The person chosen as an Acting Chair must meet all of the necessary qualifications for the position.)
- g. Appoint Chairperson of GPI Finance Committee annually
- h. Make budget recommendations to GPI Finance Committee (FC)
- i. Approve the GPI Budget prior to consideration by regular GPI meeting
- j. Conduct as needed an emergency financial audit or review of the FC meeting minutes
- k. Supervise the GPI Webmaster/~~Administrator~~
- l. Any Executive Board member will be removed from their position after four (4) absences from meetings of GPI in an election year

Rationale for change: This language will be added to the GPI Bylaws as we align with the OA template. This language is repeated in the PnP to provide context for the subsequent text. Changes regarding GPI Service Calendar and GPI Webmaster/Administrator made to match current practice.

Amendment 4: Move Executive Board Qualifications from Bylaws to PnP

FROM:

Article III: Executive Board, Section B: Qualifications for Executive Board Members
See GPI Bylaws Article IV Section 3

TO:

Article III: Executive Board, Section B: Qualifications for Executive Board Members

To qualify as an Executive Board member, candidates shall:

- 1. Regularly attend an OA group for a period of at least one (1) year***
- 2. Actively work the Twelve Step program of recovery with a sponsor for a period of no less than one (1) year***
- 3. Be abstinent for no less than one (1) year***
- 4. Have a working knowledge of the Twelve Traditions and Twelve Concepts of Overeaters Anonymous***

5. *Have been a regular attendee of GPI, or any other recognized intergroup, for no less than one (1) year*
 - a. *Minimum regular attendance shall be defined as attending at least six (6) GPI meetings within one election year within the last 3 years*
6. *Meet one of the following qualifications:*
 - a. *Have served on at least one GPI committee for no less than one year*
 - b. *Have served as chairperson of a standing committee of GPI, or any other recognized intergroup for one (1) year*
 - c. *Have served as Regional Representative/WS Delegate of GPI, or any other recognized intergroup for one (year).*
7. *Submit a written application for the position.*

Rationale for change: Qualifications for the Executive Board have been moved to the PnP from Bylaws so that qualification requirements for all positions on the roster appear in one location.

Amendment 5: Update Vice Chair Job Description

FROM:

Article III: Executive Board, Section C: Responsibilities of Individual Executive Board Members, Vice Chair

1. Serve as Acting Chair in the absence of the Chair
2. Assist the Chair when needed
3. Revises and updates the Bylaws as directed by GPI
4. Reviews and assists with proposed Bylaws amendments
5. Announces to GPI any Bylaws amendments which are to be voted on the following month at the GPI meeting
6. Maintains a record of all main motions and amendments. (According to Robert's Rules of Order, main motions are defined as motions that impact GPI on an ongoing basis, not a one-time issue or occurrence.)
7. Shall update the list of main motions corresponding to the quarterly mailing cycle
8. Forwards amended GPI Bylaws to GPI Webmaster/Administrator, Region 7 & WSO
9. Reviews and assists with proposed changes to the PnP Manual
10. Arrange for GPI visitations to groups as requested
11. Prepare monthly progress report and submit it to the Secretary by 12 noon the Monday prior to each scheduled GPI meeting
12. Empty email boxes at vice_chair@gpioa.org and committee_policy@gpioa.org on a monthly basis

TO:

Article III: Executive Board, Section C: Responsibilities of Individual Executive Board Members, Vice Chair

1. Serve as Acting Chair in the absence of the Chair
2. Assist the Chair when needed
3. ***Serve as Chair of the Policy Committee***
 - a. ***With the Policy committee, consider changes to the Bylaws and PnP Manual (including appendices and continuing effects motions) based on the needs or recommendation of GPI, Region 7 or WSO***
 - b. ***Propose Bylaws or PnP amendments to the Executive Board. Upon approval, send the amendments to be voted on at GPI to the GPI Webmaster.***
 - c. ***Send final amendments approved by GPI to GPI Secretary for inclusion on the GPI website by the GPI Webmaster***

d. Ensure amended GPI Bylaws are forwarded to Region 7 and World Service

- ~~4. Revises and updates the Bylaws as directed by GPI.~~
- ~~5. Reviews and assists with proposed Bylaws amendments.~~
- ~~6. Announces to GPI any Bylaws amendments which are to be voted on the following month at the GPI meeting.~~
- ~~7. Maintains a record of all main motions and amendments. (According to Robert's Rules of Order, main motions are defined as motions that impact GPI on an ongoing basis, not a one-time issue or occurrence.)~~
- ~~8. Shall update the list of main motions corresponding to the quarterly mailing cycle.~~
- ~~9. Forwards amended GPI Bylaws to GPI Webmaster/Administrator, Region 7 & WSO.~~
- ~~10. Reviews and assists with proposed changes to the PnP Manual.~~
11. Arrange for GPI visitations to groups as requested
12. Prepare monthly progress report and submit it to the Secretary by 12 noon the Monday prior to each scheduled GPI meeting
13. Empty email boxes at vice_chair@gpioa.org and committee_policy@gpioa.org on a monthly basis

Rationale for change: Clarification of the Policy Committee process for finalizing amendments to the PnP and Bylaws.

Amendment 6: Update Secretary Job Description

FROM:

Article III: Executive Board, Section C: Responsibilities of Individual Executive Board Members, Secretary

1. Take minutes at each GPI meeting
 - a. Minutes shall include a detailed attendance record of all attendees
 - b. Minutes shall clearly state each Continuing Effect motion and whether it passed, failed, or was tabled
 - c. All reports must be appended to the minutes
- ...
5. Maintain updated copies of the following documents and provide said updates to webmaster for posting on gpioa.org within 1 (one) month:
 - a. GPI Bylaws and Appendices (have one printed copy at each Face to Face GPI meeting for reference as needed)
 - b. GPI PnP Manual (have one printed copy at each Face to Face GPI meeting for reference as needed)
- ...
10. Have a device at each GPI meeting capable of accessing the GPI online archives in order to address any questions or facilitate discussion
- ...
12. Respond to all newcomer emails at info@gpioa.org; route other messages as necessary to the appropriate service person/committee
- ...
14. As needed:
 - a. Prepare GPI quarterly mailings and bring same to January, April, July and October GPI meetings for distribution; mail any envelopes not picked up at GPI meeting as needed. GPI quarterly mailings will contain the following:
 - i. Updated Quarterly GPI Meeting List
 - ii. Quarterly VOR Newsletter
 - iii. Relevant Event Flyers

- iv. Any other information as requested by GPI committee chairs

...

- d. Maintain sufficient supplies for GPI while staying within budgetary constraints as needed, including:
 - i. Office supplies necessary to conduct regular GPI business
 - ii. GPI literature supplies for Outreach events
 - iii. GPI literature supplies for GPI Special Events
 - iv. GPI Newcomer Packets as needed

TO:

Article III: Executive Board, Section C: Responsibilities of Individual Executive Board Members, Secretary

- 1. Take minutes at each GPI meeting
 - a. Minutes shall include a detailed attendance record of all attendees
 - b. Minutes shall clearly state each Continuing Effect motion and whether it passed, failed, or was tabled
 - c. ~~All reports must be appended to the minutes~~ **While minutes are distributed without appended reports for the GPI meeting, reports are appended to the minutes for final archival purposes**
- 5. Maintain updated copies of the following documents and provide said updates to webmaster for posting on gpioa.org within 1 (one) month:
 - a. GPI Bylaws and Appendix B: Continuing Effect Motions (have one printed copy at each Face-to-Face GPI meeting for reference as needed)
 - i. **Continuing effects motions are defined as motions that impact GPI on an ongoing basis, not a one-time issue or occurrence**
 - b. GPI PnP Manual (have one printed copy at each Face to Face GPI meeting for reference as needed)

...

- ~~10. Have a device at each GPI meeting capable of accessing the GPI online archives in order to address any questions or facilitate discussion.~~

...

- 12. **With committee**, respond to all newcomer emails at info@gpioa.org; route other messages as necessary to the appropriate service person/committee

...

- 14. As needed **for Face-to-Face GPI Meeting**:
 - a. Prepare GPI quarterly mailings and bring same to January, April, July and October GPI meetings for distribution; mail any envelopes not picked up at GPI meeting as needed. GPI quarterly mailings will contain the following:
 - i. Updated Quarterly GPI Meeting List
 - ii. ~~Quarterly VOR Newsletter~~
 - iii. Relevant Event Flyers
 - iv. Any other information as requested by GPI committee chairs

...

- ~~d. Have a device at each GPI meeting capable of accessing the GPI online archives in order to address any questions or facilitate discussion~~
- e. ~~Maintain~~ Bring sufficient supplies of the following ~~for GPI~~ while staying within budgetary constraints as needed, including:
 - i. ~~Office supplies necessary to conduct regular GPI business~~
 - ii. ~~GPI literature supplies for Outreach events~~
 - iii. ~~GPI literature supplies for GPI Special Events~~
 - iv. GPI Newcomer Packets as needed

Amendment 7: Update Role/Responsibilities of Regional Representatives & Alternates

FROM:

Article V: Regional Representatives & Alternates, Section B: Responsibilities

1. Attend Regional Assemblies and make Regional Committee information available to relevant GPI Committee Chairs
2. Provide a written report following the Regional Assembly, to be submitted to the Secretary by 12 noon the Monday prior to each scheduled GPI meeting, and answer questions as necessary concerning the actions of the Region 7 Assembly
3. Prepare a monthly report of committee work and submit it to the Secretary by 12 noon the Monday prior to each scheduled GPI meeting
4. Empty email box at region7reps@gpioa.org on a monthly basis
5. At least two months before R7 Assembly, choose one veteran RR to assist the other RRs for each trip to an assembly using the R7 RR Duties List, available on the oaregion7.org website
6. Complete the Travel Expense Form on the gpioa.org website
7. Serve actively on at least one Regional committee for the entirety of the elected term
8. As per GPI Bylaws Article VI Section 4 Item C, take a two year hiatus from service at the region level once an RR has attended 8 assemblies in a 4 year period
9. Be removed if unavailable for two (2) of three (3) assemblies
10. Be removed after four (4) absences from GPI meetings during an election year. After an interval of one (1) year, an individual will again be eligible for election, provided they have remained active as defined in Section 3.

TO:

Article V: Regional Representatives & Alternates, Section B: **Role and** Responsibilities

1. ***The role of Regional Representatives (RRs) is to represent GPI at Region 7 meetings and to serve as a contact to carry communications between GPI and Region 7***
2. ***RRs shall:***
 - a. Attend Regional Assemblies and make Regional Committee information available to relevant GPI Committee Chairs
 - b. ~~Provide a written report following the Regional Assembly, to be submitted to the Secretary by 12 noon the Monday prior to each scheduled GPI meeting, and answer questions as necessary.~~ ***Write a summary of the Regional Assembly report once it is published, and present it verbally to the Executive Board for discussion. Submit the resulting summary as part of the monthly report submitted to the Secretary by 12 noon the Monday prior to the next subsequent GPI meeting.***
 - c. Prepare a monthly report of committee work and submit it to the Secretary by 12 noon the Monday prior to each scheduled GPI meeting
 - d. Empty email box at region7reps@gpioa.org on a monthly basis
 - e. At least two months before R7 Assembly, choose one veteran RR to assist the other RRs for each trip to an assembly using the R7 RR Duties List, available on the oaregion7.org website
 - f. Complete the Travel Expense Form on the gpioa.org website
 - g. Serve actively on at least one Regional committee for the entirety of the elected term
 - h. ~~As per GPI Bylaws Article VI Section 4 Item C, take a two year hiatus from service at the region level once an RR has attended 8 assemblies in a 4 year period~~
 - i. Be removed if unavailable for ~~two (2) of three (3)~~ ***three (3) of four (4)*** assemblies

- j. Be removed after four (4) absences from GPI meetings during an election year. After an interval of one (1) year, an individual will again be eligible for election, provided they have remained active as defined in Section 3 *C below*.

Rationale for change: Add language about the role of RRs/Alts. Change procedures so that decisions from the Region 7 assemblies and resulting actions to be taken by GPI or GPI meetings are coordinated at the Executive Board level prior to sharing at the GPI level. Clarify removal criteria in items 9 (old)/i (new). Remove incorrect Bylaws reference.

Amendment 8: Move Regional Representatives & Alternates Qualifications from Bylaws to PnP

FROM:

Article V: Regional Representatives & Alternates, Section C: Qualifications for Regional Representatives (RRs) & Alternates

See GPI Bylaws Article VI Section 3

TO:

Article V: Regional Representatives & Alternates, Section C: Qualifications for Regional Representatives (RRs) & Alternates

RRs shall:

- 1. Regularly attend an OA group for a period of at least one (1) year***
- 2. Actively work the Twelve Step program of recovery with a sponsor for a period of no less than one (1) year***
- 3. Be currently abstinent for no less than one (1) year***
- 4. Have a working knowledge of the Twelve Traditions and Twelve Concepts of Overeaters Anonymous***
- 5. Be a regular attendee of GPI or any other recognized intergroup for no less than (1) year***
- 6. Attend at least one (1) meeting of GPI within the past six (6) months***
- 7. Have at least one (1) year of service above the group level***
- 8. Submit a written application for the position***
- 9. Cease to act as an IR and their group may elect a new IR***

RR Alternates shall:

- 1. Regularly attend an OA group for a period of six (6) months***
- 2. Actively work the Twelve Step program of recovery with a sponsor for a period of no less than six (6) months***
- 3. Be currently abstinent for no less than one (1) year***
- 4. Have a working knowledge of the Twelve Traditions and Twelve Concepts of Overeaters Anonymous***
- 5. Be a regular attendee of GPI or any other recognized intergroup for no less than six (6) months***
- 6. Attend at least one (1) meeting of GPI within the past six (6) months***
- 7. Have at least six (6) months of service above the group level***
- 8. Submit a written application for the position***
- 9. Cease to act as an IR, and their group may elect a new IR***

Rationale for change: Qualifications for RRs & Alts have been moved to the PnP from Bylaws so that qualification requirements for all positions on the roster appear in one location.

Amendment 9: Update Role/Responsibilities of World Service Delegates & Alternates

FROM:

Article VI: World Service Delegates & Alternates, Section A: Responsibilities

1. Attend the World Service Business Conference (WSBC) and make WSBC Committee information available to relevant GPI Committee Chairs
2. Provide a written report following the WSBC to be submitted to the Secretary by 12 noon the Monday prior to the June GPI meeting and answer questions as necessary concerning the actions of the WSBC
3. Prepare a monthly report of committee work and submit it to the Secretary by 12 noon the Monday prior to each scheduled GPI meeting
4. Empty email box at wso_delegates@gpioa.org on a monthly basis
5. At least two months before WSBC, choose one veteran delegate to assist the other delegates for each trip - see the Delegate Registration Instruction Sheet on oa.org
6. Complete the Travel Expense Form on the gpioa.org website
7. Choose at least one committee to be active on each month throughout the year
8. Attend no more than 4 assemblies in a 5 year period without taking a one year hiatus from service at the world level
9. Be removed after four (4) absences from GPI meetings during an election year. After an interval of one (1) year, an individual will again be eligible for election, provided they have remained active as defined in Section 3.

TO:

Article VI: World Service Delegates & Alternates, Section A: **Role and** Responsibilities

1. ***The role of World Service Delegates is to represent GPI at the World Service Business Conference (WSBC) and to serve as a contact to carry communications between GPI and the World Service Office.***
2. ***The World Service Delegate shall:***
 - a. Attend the WSBC and make WSBC Committee information available to relevant GPI Committee Chairs.
 - b. ~~Provide a written report following the WSBC to be submitted to the Secretary by 12 noon the Monday prior to the June GPI meeting and answer questions as necessary concerning the actions of the WSBC.~~ ***Write a summary of the WSBC report once it is published, and present it verbally to the Executive Board for discussion. Submit the resulting summary as part of the monthly report submitted to the Secretary by 12 noon the Monday prior to the next subsequent GPI meeting.***
 - c. Prepare a monthly report of committee work and submit it to the Secretary by 12 noon the Monday prior to each scheduled GPI meeting
 - d. Empty email box at wso_delegates@gpioa.org on a monthly basis
 - e. At least two months before WSBC, choose one veteran delegate to assist the other delegates for each trip - see the Delegate Registration Instruction Sheet on oa.org
 - f. Complete the Travel Expense Form on the gpioa.org website
 - g. Choose at least one committee to be active on each month throughout the year
 - h. Attend no more than 4 WSBCs in a 5 year period without taking a one year hiatus from service at the world level
 - i. Be removed after four (4) absences from GPI meetings during an election year. After an interval of one (1) year, an individual will again be eligible for election, provided they have remained active as defined in Section 3 ***and B below.***

Rationale for change: Add language about the role of WSBC Delegates/Alts. Change procedures so that decisions from the World Service Business Conference and resulting actions to be taken by GPI or GPI meetings are coordinated at the Executive Board level prior to sharing at the GPI level. Remove incorrect Bylaws reference.

Amendment 10: Move World Service Delegates & Alternates Qualifications from Bylaws to PnP

FROM:

Article VI: World Service Delegates & Alternates, Section B: Qualification for World Service Delegates & Alternates

See GPI Bylaws Article VI Section 3

TO:

Article VI: World Service Delegates & Alternates, Section B: Qualification for World Service Delegates & Alternates

World Service Delegates shall:

- 1. Regularly attend an OA group for a period of one (1) year***
- 2. Actively work the Twelve Step program of recovery with a sponsor for a period of no less than one (1) year***
- 3. Be currently abstinent for no less than one (1) year***
- 4. Have a working knowledge of the Twelve Traditions and Twelve Concepts of Overeaters Anonymous***
- 5. Be a regular attendee of GPI or any other recognized intergroup for no less than one (1) year***
- 6. Attend at least one (1) meeting of GPI within the past six (6) months***
- 7. Have at least two (2) years of service above the group level***
- 8. Have attended at least one (1) Region 7 Assembly as a representative***
- 9. Submit a written application for the position***
- 10. Cease to act as an IR and their group may elect a new IR***

World Service Alternates shall:

- 1. Regularly attend an OA group for a period of six (6) months***
- 2. Actively work the Twelve Step program of recovery with a sponsor for a period of no less than six (6) months***
- 3. Be currently abstinent for no less than one (1) year***
- 4. Have a working knowledge of the Twelve Traditions and Twelve Concepts of Overeaters Anonymous***
- 5. Be a regular attendee of GPI or any other recognized intergroup for no less than six (6) months***
- 6. Attend at least one (1) meeting of GPI within the past six (6) months***
- 7. Have at least two (2) years of service above the group level***
- 8. Have attended at least one (1) Region 7 Assembly as a representative***
- 9. Submit a written application for the position***
- 10. Cease to act as an IR and their group may elect a new IR.***

Rationale for change: Qualifications for World Service Business Conference Delegates & Alts have been moved to the PnP from Bylaws so that qualification requirements for all positions on the roster appear in one location.