

How a Group Becomes Listed as Active

The first time that group information is forwarded for listing with G.S.O., we list the group as "pending" (the 1990 General Service Conference recommended that the General Service Office delay processing new A.A. group information forms for 30 days to allow the local A.A. structure to participate in the process). We assign a Group Service Number, unique to the group and different from that of any other A.A. group. The number is never reassigned, even if the group is disbanded. After the 30-day period has passed, the status of the group changes from "pending" to **Active**.

How a Group Becomes Active Unknown

1. G.S.O. does not have a General Service Representative (S.S.R.)/Contact with a viable address, usually due to return mail. The group remains *active* until someone from the Area advises us to *inactivate* the group.

How a Group Becomes Listed as Inactive

1. When the General Service Representative or the main contact for a group advises G.S.O. that their group is no longer holding meetings, G.S.O. *inactivates* the group.
2. If a person other than the G.S.R. or group contact advises G.S.O. that the group is no longer holding meetings, the procedure is as follows:

If the group has a contact, we will send the G.S.R./Contact a letter asking the group to verify that they are no longer holding meetings.

The group has 30 to 35 days to respond. If G.S.O. does not hear from them, the group is *inactivated*. However, should G.S.O. hear that the group is holding meetings, the group remains in an *active* status.

- 2a. If the group has no contact (*active unknown*) and G.S.O. is advised that the group is inactive, we inactivate the group.

The decision to continue a group as "*active*" or to list a group as "*inactive*" results from 1) up-to-date input by groups and Areas; or, 2) a consequence of a group or Area not providing requested information for group update.

Most areas depend on their District Committee members (D.C.M.s) to check the information contained on the Group Information Sheets sent annually to the Areas by G.S.O., asking that they review that the group information is correct and up-to-date.