

## **SFVHI – ALL PANEL MEMBERS AND SPEAKERS GUIDELINES**

1. No AA Panel Meeting regularly conducted under the auspices of the San Fernando Valley Hospital and Institutional Committee shall be held in any facility except under the direct supervision of a regularly delegated Panel Leader specifically appointed by the Committee, and acceptable to the authorities of the facility served.
2. All Panel Members and Speakers must be AA members who regularly attend AA meetings, and who currently maintain a **minimum of six months** continuous sobriety (**twelve months for penal and/or psych institutions**).
3. The sobriety requirements of each institution are to be **rigidly upheld by all panel leaders and speakers**.
4. Personal accounts of AA case histories (“what we were like, what happened, and what we are like now”), AA Principles or AA general information are to be the **main topics of any AA Panel Meeting** conducted by the Committee, within all facilities served.
5. Any use of vile language, profanity, or filthy stories is strictly prohibited, by the authorities of institutions served, as well as the Committee, and at the request of inmates and/or patients themselves.
6. No member of this Committee, nor his/her invited guests, may take anything (except AA approved literature) into any facility nor carry anything out. This **specifically forbids the exchange of telephone numbers, addresses or any other messages** between inmates, patients or residents.
7. A member of AA on parole or probation shall neither attend nor participate in a Panel of this Committee without first obtaining official clearance from the proper authorities.
8. Panel Leaders shall be totally **responsible for the conduct of any Speakers** taken into any facility or institution, and shall instruct all Speakers in advance regarding pertinent regulations of the facility or institution served. **All Speakers should read these printed guidelines** before beginning the Panel Meeting.
9. Any specific requirements of each individual institution will be furnished by the Committee (through its Facility Chairpersons) to each Panel Leader and Speaker. Thus ensuring the fact that all Panel participants will have a full and clear understanding of their responsibilities in connection with their assignments.
10. Failure to comply with any Committee Guideline shall be sufficient grounds for removal from any and all Panels of the Committee. All questions of conduct, or failing to comply with Committee Guidelines, shall be reported to the Policy Council, which shall decide as to disqualification from Committee Service. The person involved shall have the right of appeal, first to a meeting of the Executive Board, and then to the Committee.

*Questions, comments or concerns?* Contact your Facility Chairperson, SFVHI Co-Director or Director.