

**DOCUMENT 1:
MEETING REQUIREMENTS, STANDARDS, REGISTRATION AND CHANGES**

The bylaws of Food Addicts in Recovery Anonymous, Inc., require that each FA meeting register with an FA intergroup or chapter. In order to register, a meeting must agree to the **FA conference-approved requirements and standards that define an FA meeting** (see Meeting Requirement Details, a June 2011 entry in the FA WSI *Continuing Effect Motions Manual*). The *Meeting Requirements and Standards* below were compiled in conjunction with the aforementioned entry, and the 2012 FA conference-approved Sample FA Meeting Format. The *Continuing Effect Motions Manual* and the Sample FA Meeting Format may both be found on the FA website. The Sample FA Meeting Format is in Meeting Guidelines Document 4.

Only those meetings that comply with the *Meeting Requirements and Standards* may be registered with FA World Service, Inc. and with an FA intergroup or chapter. All new meetings will be asked to comply upon initial registration. All existing meetings will be asked to re-register periodically. (The most recent re-registration process occurred in August and September 2015). **The primary purpose for this process is this is to ensure that no matter where in the world one finds an FA meeting, one can readily recognize and find FA recovery in that room.**

1. As a group, the members meet to practice the Twelve Steps and Twelve Traditions of FA.
2. All who have a desire to stop abusing themselves with food are welcome.
3. The meeting format must contain the following:
 - **The Twelve Steps and the Twelve Traditions of FA.**
 - **The Definition of Abstinence:** Weighed and measured meals with nothing in between, no flour, no sugar, and the avoidance of any individual binge foods.
 - **The Definition of a Food Addict:** Food addiction is a disease of the mind, body, and spirit for which there is no cure, but it can be arrested a day at a time by adapting to a disciplined way of eating and the Twelve Step program of Food Addicts in Recovery Anonymous. When we abuse food by using it as a drug, our lives become unmanageable. Food addicts have an allergy to flour, sugar, and quantities that sets up an uncontrollable craving. The problem can be arrested a day at a time by weighing and measuring our food and abstaining completely from all flour and sugar.
 - The requirement that only members of the fellowship with 90 days or more of continuous abstinence in FA, who are working with an FA sponsor, be invited to share.

- The requirement that only members of the fellowship with 90 days or more of continuous abstinence in FA who regularly attend the meeting shall have a voice and a vote at the group's business meetings.
 - **The FA Preamble, "How it Works," the Promises of the Program, the FA Tools of Recovery, announcements of the seventh tradition collection, welcoming the newcomer and identifying available sponsors, and a break approximately midway through for greeting newcomers.** All portions must be identical (with no changes, additions or deletions) to those found in Document 4: Sample FA Meeting Format in Meeting Guidelines.
4. Each meeting must also comply with the following standards in order to register as an FA meeting:
- Meetings shall meet for 90 minutes, in person, in a public facility and set up chairs in rows facing the speaker. (Note: "phone meetings" are not FA meetings, as they are not, by definition, "in person.")
 - No food plan may be distributed as an approved meeting document, though sponsors may, of course, share food plans with sponsees as a component of the complete FA program of recovery.
 - Only FA conference-approved literature, and conference-recognized and WSI board- approved materials may be offered for sale or distribution or read at an FA meeting.
 - A meeting may only elect as a World Service Conference (WSC) member someone who regularly attends that meeting.
5. The following service positions must be filled:
- WSI Contact
 - Web & Directory Contact
 - Intergroup Contact
 - Chapter Contact (if the meeting is registered with a chapter)

MEETING REGISTRATION AND MEETING CHANGES

The FA World Service Board strongly suggests there be at least two members with six or more months of continuous FA abstinence in order to start a new meeting.

Registering a New Meeting. Meetings are registered by the new meeting's Web & Directory Contact on the "New Meeting Request" page of FA's website www.foodaddicts.org. Click "Login" and enter your email address and password, then go to "Manage Meetings," and then select "Register a New Meeting." Once your request is submitted, your intergroup or chapter office committee will add your meeting to the meeting directory on the website.

Changing Meeting Information. World Service lists all registered FA meetings on the FA website and must be informed of any changes related to meeting logistics (day, time, location), or registered service positions (names, contact information). Meeting changes are initiated by your Web & Directory Contact by submitting the "Meeting Change Form." The form is accessed at www.foodaddicts.org. Click "Login," enter your email address and password, then go to "Manage Meetings," and then select "Request Changes" next to your meeting. (Your WSI and Intergroup/Chapter Contacts may act as backups for your Web & Directory Contact if needed.)

The intergroup or chapter office committees are then responsible for inputting any changes into the FA meeting database. Once entered, the changes will appear immediately on the FA website meeting directory. The information is also used to create the intergroup, chapter, and local printed directories. The effectiveness of FA service is dependent upon the accuracy of the meeting information. Please help us ensure that the FA website and directories are kept up to date. Please send changes as soon as they occur. Thank you!