

**Southern Alberta Area of Cocaine Anonymous  
SABA C.A.**

# **SERVICE GUIDE**



# **ALTERNATE WORLD SERVICE DELEGATE**

## **Requirements**

Four years continuous sobriety  
Have a working knowledge of the *Twelve Steps*, the *Twelve Traditions*, the *Twelve Concepts of Service*, and the *World Services Conference Charter*

## **Term**

Four year commitment

## **Attendance**

- In order to maintain one's service position one must not miss two (2) consecutive SABA meetings (or more than 25% of the meetings in one's term) and must submit one's written report regardless of attendance/absence
- Attendance is defined as being physically present at the SABA business meeting with a written report ready to be given to the SABA body
- If an alternate WSD must be absent he/she must ensure that another WSD or alternate WSD will be present at the SABA meeting
- Defaulting on attendance requirements will result in dismissal from one's service position

## **Responsibilities**

- The purpose of the Alternate Delegate is to assist the Delegate and to assume the responsibilities of the Delegate when necessary (*see the WSD Service Guide for further details*)
- Any Alternate who replaces the Delegate at the WSC will remain on the WSC and Regional mailing list as that Area's Delegate for the balance of the unexpired portion of the original Delegate's term until the WSO and the Regional Trustee are informed otherwise by the Area Chair. Such an Alternate Delegate succeeding to a Delegate position is eligible to run for election to a full Delegate term

*The information contained within this Service Guide is derived from the CAWS "World Service Manual" and the SABA "Structure, Bylaws, and Standing Rules". This Service Guide is intended for Southern Alberta Area-level service members. Districts and Groups are at liberty to use this Service Guide or adapt it as they see fit, but they are not obligated to use this Service Guide as each level of service is considered autonomous.*

## Helpful Resources

- Cocaine Anonymous World Service Manual

<https://ca.org/content/uploads/2015/07/World-Service-Manual.pdf>

*The CAWS Manual is also available on the Google Group mentioned below*

- SABA C.A. Google Group, accessed through the World Service Delegate's designated email:

[sabaca.wsd.alt1@gmail.com](mailto:sabaca.wsd.alt1@gmail.com)

[sabaca.wsd.alt2@gmail.com](mailto:sabaca.wsd.alt2@gmail.com)

- SABA C.A. *Structure, Bylaws, and Standing Rules*, found on the SABA C.A. Google Group webpage mentioned above.
- Robert, H.M., et al. (2011), *Robert's Rules of Order Newly Revised* 11<sup>th</sup> ed.). Da Capo Press, Philadelphia: PA.

*In the spirit of Tradition Six, C.A. is not allied with any sect, denomination, politics, organization, or institution.*