ANNEX 1: Instructions for Chairperson of Self-Help Group Meeting (60 min)

1. **Introduce yourself (1 min).**

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| * Hi. My name is \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and I’m an addict. * Welcome to the NA Meeting here at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. |

1. **Have all the members introduce themselves (2 min).**

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| * Hi. My name is \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and I’m an addict. |

1. **Read the Serenity Prayer (1 min).**

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| * Can we please have a moment of silence followed by the Serenity Prayer?   *God grant me the serenity to accept the things I can’t change, the courage to change the things I can, and the wisdom to know the difference.* |

1. **Ask members to read aloud the following sheets in the Meeting Kit in turn (5 min).**

* Who is an Addict? (Sino ang Adik?)
* What is NA? (Ano ang Programa ng N.A.?)
* Why are we here? (Bakit tayo Naririto?)
* How it Works (Paano Ito Magagawa)
* 12 Traditions (Ang Labingdalawang Tradisyon ng N.A.)

1. **Explain principles and rules of the meeting (2 min).**

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| * Before we begin there are a few things that we ask:   + Give the speaker the same respect you would want if and when you get the opportunity to speak at a meeting;   + Identify with (his/her) feelings and not compare (his/her) story with yours. (He/She) may not have used like you did but the feelings are the same.   + Keep an “atmosphere of recovery.” After the speaker shares, we will open the floor for you to have the opportunity to share freely. |

1. **Read one of the 12 Steps selected as today’s topic (1 min).**
2. **Allow members to share their stories and thoughts related to today’s topic (45 min).**
3. **When time is up, ask members to read aloud the following sheets in the Meeting Kit in turn (2 min).**

* We do Recover (Tayo ay Gumagaling)
* Just for Today (Para sa araw na ito)

1. **Close the meeting with the Serenity Prayer (1 min).**

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| * Can we please have a moment of silence followed by the Serenity Prayer?   *God grant me the serenity to accept the things I can’t change, the courage to change the things I can, and the wisdom to know the difference.* |