

Staten Island Area Web Site Operating Policy

I. General Principles A.

The Twelve Traditions of **Narcotics Anonymous** Will Always Be the Final Word in All Matters Pertaining to this Web Site.

This Web site is an instrument of an official service body of **Narcotics Anonymous**. As such, it is completely bound by the *Twelve Traditions* of **Narcotics Anonymous**.

B. This Web Site is the Property of the Groups of the Staten Island Area of Narcotics Anonymous

In all matters pertaining to the operation of this Web site, the final decision is ultimately up to the groups. They may appoint trusted servants to run and design the site, but the groups have the right to supersede any decisions made by these servants.

That being said, it is impossible to run a Web site without allowing the caretakers of the Web site a great deal of latitude and autonomy. It is expected that the groups will carefully choose these servants, and allow them this freedom. It is also expected that these trusted servants will always keep in mind that they are caretakers of a public trust.

C. All Materials Used in this Web Site Must be Completely Free and Clear of Any Claims Outside of the *Staten Island Area* of **Narcotics Anonymous.**

This means that all images, code (HTML/JavaScript/PHP/Perl, etc.) and content (text, etc.) must either belong to the *Staten Island Area* of **Narcotics Anonymous**, or the SIASC should have complete and perpetual rights to display and/or use this material.

Absolutely nothing is to be posted unless it is known to pass the above test. In addition, the **SIA** Web site cannot be used for any purpose other than to directly serve the groups of the **Staten Island Area** of **Narcotics Anonymous**. All work done by trusted servants on this Web site, or by outside enterprises (contractors, designers, etc.,) is considered the property of the groups of the Greater New York Region of Narcotics Anonymous.

Any code and/or content that are not explicitly the property of the **SIA** MUST be properly licensed, or permission to display must be explicitly received and verified.

The provenance of all materials used in this site must be established. This means that we can't just be satisfied that an image is OK because "So-and-so says it is," we must ensure that the image has been received from an appropriate source.

D. The Authors of This Site Are considered to be the *SIA* of Narcotics Anonymous.

No individual or entity can take credit for this site. All work is considered to be done as a donation, or paid work is considered wholly owned by the **SIA**.

To be absolutely specific: There can be no links to this site from any entity other than the **Staten Island Area** of **NA**, claiming authorship.

Of course, we cannot, and should not attempt to, control links to our site from other sites, which may include rehabilitation centers, Web standards bodies, search engines, etc. However, we must insist that no claims be made upon this Web site of authorship, endorsement or ownership, as per the Twelve Traditions of **Narcotics Anonymous**.

E. The [Site Privacy Policy](#) must be treated as a **SIA** policy. The [privacy policy](#) of this web site must be considered a Area Policy, and should be subjected to review and ratification by the groups of the **Staten Island Area** (as represented via their trusted servants in the existing service structure of the Area Service Committee.) It cannot be changed by the subcommittee alone, as it affects all visitors. No individual can take credit for this site outside of **NA**

This site is a tool to serve its owners: The Groups of the *Staten Island Area of Narcotics Anonymous*. In order to reduce the risk of Tradition violation or loss of primary focus, it is our strict policy that no individual, whether an addict member of NA, or an outside contractor, hired to provide services and/or content, may claim authorship of this site. Of course, within **NA**, we may discuss the roles that individuals and/or outside entities play in the construction and maintenance of this site, but no indication of this should go beyond **NA**.

To make it perfectly clear: no entity outside *SIASC* may claim ownership or endorsement of this site, and no indication should ever be placed on this site that establishes claims of authorship, ownership or endorsement.

B. Any Major Changes in the Site **MUST** be ratified by the Groups of the *Staten Island Area* (as represented via their trusted servants in the existing service structure of the Area Service Committee.)

Of course, smaller changes, such as maintenance, bug fixing; basic site changes, administering the calendar and meeting list are considered the standard "day to day" duty of the subcommittee responsible for maintenance of the site.

Major changes are changes that affect things such as (including but not limited to):

- Changing the hosting environment.
- Changing the overall "look and feel" of the site.
- Changing the format of the printable meeting lists or significant changes in the searchable meeting list.
- Anything else the groups decide. This is, after all, **THEIR** property.

C. No major changes should be made to the site without first obtaining the approval of the Groups of the *Staten Island Area* (as represented via their trusted servants in the existing service structure of the Area Service Committee,) or should only be made at the behest of the Groups of the *Staten Island Area* (as represented via their trusted servants in the existing service structure of the Area Service Committee.) To put it simply: The Webmaster cannot make major changes to the site without approval, or unless they are directed by the groups of the *Staten Island*

Area to make major changes.

Remember that this is the property of the groups of the *Staten Island Area*. The Webmaster has considerable authority to make changes or to refuse to make changes, but they must always abide by the wishes of the groups of the *Staten Island Area* (as represented via their trusted servants in the existing service structure of the Area Service Committee.)

The groups of the *Staten Island Area* (as represented via their trusted servants in the existing service structure of the SIASC) will determine the mechanism for making decisions about this site. That mechanism is beyond this policy. However, this policy does state that the persons running the site **MUST** respect and abide by that mechanism, regardless of their personal opinions and/or beliefs.

II. TRUSTED SERVANTS ROLES, REQUIREMENTS, AND RESPONSIBILITIES

- A. Webmaster – Two year clean time required with a working knowledge of the Traditions & concepts. Experience in computer work necessary.**

Length of commitment – 1year

Responsibilities – To maintain Website according to procedure manual.

Follow direction from groups of Staten Island Area.

To maintain payment to keep site current via revolving fund (\$50) from the SIASC.

- B. Assistant Webmaster – 1 year clean time requirement with knowledge of the Traditions.**

1. Length of commitment – 1 year

2. Responsibilities – To take direction from and help Webmaster maintain the website.

- 3. Follow direction from the groups of Staten Island.**
- 4. To fulfill all responsibilities listed above (II.A) in the event the webmaster is unable to carry out required tasks.**