

Chicago Area Alcoholics Anonymous Website Policy

Responsibility for creation of this policy, its **annual** review and update are the responsibilities of the Chicago Area ad hoc website committee of Alcoholics Anonymous.

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Last ad hoc website committee approval date: March 20, 2011

CASA approval date: May 21, 2011

Next scheduled review date: March 1, 2012

The purpose of the website itself and this policy is:

- To serve the fellowship of Alcoholics Anonymous, specifically those individuals living in the greater Chicago area.
- To function as an internet based information resource for A. A. members, professionals working with alcoholics, the media, and the public at large.
- To define general website content guidelines.
- To provide a current time and location directory of A. A. Meetings in the Chicago area.
- To provide accurate and consistent information about activities and services provided by both the Chicago Area Service Office (CASO) and the Chicago Area Service Assembly (CASA).
- To provide current general structure and anonymous service contact information for the Chicago area.
- To encourage participation by A. A. members, groups, and committees in A.A. services and activities throughout the Chicago area.
- To provide further information about Alcoholics Anonymous through links to the GSO.

To achieve and facilitate the website's stated purposes, the following information is also provided:

- The Chicago area ad hoc website committee is formed by the CASA Chairperson. The committee membership will include a chairman, the CASA Chairperson, the CASO Manager, and other volunteers.
- The area website domain name (www.chicagoaa.org) registration and web hosting service is negotiated by and contracted through the ad hoc website committee and the CASO Manager.
- The Chicago Area 19 website will be in compliance with GSO Internet Guidelines as published on the GSO website (www.aa.org/lang/en/en_pdfs/mg-18_internet.pdf).
- Oversight for, content maintenance of, and (granting and denying) access to the website will be a shared responsibility among the CASO Manager, the Chicago Area 19 Registrar, and the area ad hoc website committee.

- The Chicago Area website content and appearance will be reviewed bi-annually commencing in 2011. Said review will be to ensure currency and on-going accuracy of the website's basic appearance and content.
- Formal periodic bi-monthly reporting of ad hoc website committee activities to the CASA will be the responsibility of the ad hoc website committee chairman.
- The full ad hoc website committee will have local editorial oversight and approval responsibilities for website content when not otherwise covered by comments elsewhere in this policy.
- The day to day technical website responsibilities (e.g. appearance, content layout modifications and content update) will reside with the ad hoc website committee. Typically this responsibility belongs to the chairman (webmaster) but it can also be accommodated by the CASO Manager or the CASO Registrar.
- Paid technical consultants may be necessary for advanced programming and training of responsible individuals. Hiring of such technical consultants is subject to budgetary and/or financial approval by the appropriate area service committee (Finance) and or CASA.
- In keeping with A.A.'s goal of personal anonymity, no individual names or personal email addresses will be published on the website.
- A Privacy Policy, in concurrence with A. A.'s goal of personal anonymity, will be included in future website content. Said policy will be in accordance with GSO guidelines as highlighted on the GSO website (www.aa.org/lang/en/subpage.cfm?page=25).
- Any and all Copyright designations, if used, will be in accordance with GSO guidelines (www.aa.org/lang/en/subpage.cfm?page=94).
- No paid advertisements will be posted on the website.
- The website currently is published in English; however the goal will be to offer the website, where practicable, in at least Polish and Spanish as well.
- Links to any other websites/web addresses, while discouraged, will be allowed **ONLY** upon majority approval by the ad hoc website committee members.
- The website shall include a disclaimer break before linking to **any** other websites/web addresses, **if and only if**, the linking has been previously approved by the ad hoc website committee as noted above.
- A. A. calendars (service or events) will appear either separately or jointly on the website.
- CASA approved service events, A. A. or A.A. related events and/or event flyers shall **only** be listed in the calendar(s) via hyperlink ***subject to the approval of the ad hoc website committee.***

END OF POLICY