

## Questions to consider (Borrowed from NYC Inter-group and Oahu Intergroup of HI)

1. Does your group have a complete email/phone list to communicate with group members?
2. How will your group ensure the maximum number of people permitted in your meeting space?
3. How will your group ensure the appropriate social distance?
4. How will your group ensure face masks are worn?
5. Will your group require members to have temperature checks, for instance, at home, before the meeting?
6. How will your group sanitize contact surfaces before and after each meeting?
7. What if someone in your group needs to be tested for COVID-19? Will you keep a record of each attendee at each meeting so they may be informed while results are awaited? At what point may this list be destroyed?
8. What if contact tracing is necessary? How will your group help local health officials do contact tracing?
9. If passing a physical basket is impossible, how will your group collect Seventh-Tradition contributions? Has an electronic account been set up?
10. How will physical materials (Steps and Tradition shades, meeting binders, literature, meeting and phone lists, anniversary coins, etc.) be handled? What about the set-up and breakdown of a meeting? Can physical meeting materials be replaced with virtual ones?
11. Will your group eliminate the distribution of coffee and food?
12. What will be your group's policy if an attendee is openly sick (e.g. coughing and or feverish)?
13. Does your group have insurance? If not, should your group get a policy?

Note: It is not necessary to break another member's anonymity for contact tracing. Members may simply say they met as friends or as part of a spiritual gathering.

Please note the above list of questions is not intended to be exhaustive.

*Responsibility Statement:*

*When anyone, anywhere, reaches out for help, I want the hand of A.A. always to be there.*

*And for that: I am responsible.*