



OVEREATERS ANONYMOUS

**STANDING RULES FOR REGION 5 ASSEMBLY**

1. Two (2) Officers and any Region Representatives present shall constitute a quorum for the transaction of any Region 5 business.
2. Parliamentary Rules shall be followed.
3. New motions should be submitted to the Region 5 Secretary electronically, if possible, using the appropriate format/form provided on the "Form" page of [region5oa.org](http://region5oa.org).
4. Please wait until you are recognized by the Chair before you speak. Give your name and intergroup and then state your business. Please use the microphone provided on the floor.
5. Discussion of main motions is limited to three (3) speakers for pro and three (3) speakers for con. Each speaker is limited to three (3) minutes. Discussion of debatable subsidiary motions is limited to two (2) speakers for pro and two (2) speakers for con. Each speaker is limited to two (2) minutes.
6. The group conscience is more important than the technicalities of the actual motion.
7. All committee reports are to be made electronically or in writing and a summary will be included with the Minutes of the Assembly. Motions pertaining to the committee reports may be reported upon during the reports.
8. New business shall include only those items which have been submitted prior to the agenda deadline and should be expressed in motion form.

(Continued on opposite side)

9. Emergency new business consists of items that should not wait until the next Assembly. Motions must be submitted in writing or electronically on Saturday of the Assembly. The Business Committee emergency motions must be submitted prior to 12:30 pm. The Committee of the Whole Sub-committee emergency motions must be submitted prior to 4:30 pm. The Emergency New Business Committee shall determine if these are urgent matters that should be considered at this assembly.
10. All voting Region Reps and Alternates will sit in the front of the room. Visitors (all are welcome) and nonvoting alternates are requested to sit in the rear of the room.
11. No personal tape recorders are to be used at the assembly. The meeting is taped by the Secretary for the purpose of clarity in transcribing the minutes.
12. No merchandise, raffle tickets or other group or intergroup fundraising items shall be sold or displayed in any assembly business session.
13. As a courtesy to those with allergies please avoid perfumes, fragrances, and other strong scents in meeting rooms.
14. No food of any kind shall be consumed in the meeting room during the business sessions.
15. All cell phones, pagers and other electronic devices are to be turned off or muted during business sessions. All private conversation will be conducted outside the meeting rooms.
16. Region Representatives shall be present for the roll call when their Intergroup is named in order to be eligible to vote.
17. No animals will be present at assembly except service animals as defined by law.
18. Electronic devices are permitted at Assembly Meetings only to assist attendees to conduct assembly related business.
19. The Chair shall determine the items to be placed on a Consent Agenda. Items for the Consent Agenda may be considered if they are of a routine, non-controversial or of a housekeeping nature.