

## **[Sample] Code of Conduct for a Group Inventory**

We invited an AA member to facilitate the inventory. We will utilize a “round robin” discussion style to ensure a maximum amount of participation by all. The facilitator will ask an individual to begin the discussion, then each member present will be asked to share in turn. You may of course pass, particularly if you have heard your thoughts already expressed, but we feel that it is important to hear from every member present. Each person will have a limited amount of time to speak, likely 90 seconds to 2 minutes. Once we have heard from everyone, each person will have a second opportunity to speak for a shorter period of time, likely 60 seconds. Please think about the questions prior to the inventory so that you can express your thoughts concisely and well.

The inventory will be a safe place for all to express themselves. This is not a debate and crosstalk will not be accepted. All ideas are valid, and commenting directly on another member’s ideas is inappropriate. Building on another’s ideas is acceptable, but we should avoid calling out other members by name. Finally, please don’t applaud comments or express displeasure. Again, all ideas and thoughts are valid.

We will have a scribe taking notes during the inventory who will create a report for the body. Members will receive copies of the report. The body will then need to decide what they wish to do with the results of the inventory, and how and if they wish to address issues identified via the inventory.