

## BEHIND THE WALLS GUIDELINES FOR THE SEAZNA H&I SUBCOMMITTEE

Our purpose: to provide sponsors to addicts who are incarcerated for one year or more:

1. All interaction will be through the mail. Please respond to your sponsee in a timely manner. One to two weeks is suggested.
2. All mail will be sent and received via the BTW, P.O. Box 41432 , Tucson, AZ 85733 with no last names, phone numbers, email or personal addresses given to the inmates.
3. Sponsors will use first names only, as decided by the sponsor. "Correspondence only agreements" with these signatures will be filed with the H&I subcommittee.
4. The sponsor will have an individual sponsee assigned to him/her by the subcommittee in the order that the sponsor has qualified for participation and an addict of the same sex becomes available.
5. The sponsor cannot have met the person he/she will be assigned to at any time during his/her life. An exception may be if there was a sponsor/sponsee relationship established prior to the person going to prison.
6. After the chairperson or the subcommittee reads the first letter all correspondence between sponsor and sponsee is confidential.
7. The Sponsorship Coordinator will log all incoming and outgoing letters by date, with the name and facility of the inmate, sponsor, and phone number so we can make inquiries of the status between sponsor and sponsee.
8. NO ARRANGEMENTS FOR RIDES, VISITS, PHONE CALLS, MONEY ON THE INMATES BOOKS, LOANS, MATERIALS FOR CORRESPONDENCE, PHOTOS, BOOKS, DRAWINGS, TAPES, FAMILY MEMBER CONTACT, PASSING LETTERS FROM THE INMATE, ETC. WILL BE MADE BETWEEN THE SPONSOR AND SPONSEE.
9. The 12 Traditions of Narcotics Anonymous will be strictly upheld.
10. All sponsors will have a minimum of two years clean, will be working the program of Narcotics Anonymous, including working the 12 steps of NA, working with a sponsor who is working a program in NA, regularly attending NA meetings, etc. in order to promote carrying a clear message of Narcotics Anonymous.
11. All rules and regulations of the facility will be strictly upheld.
12. Only men will sponsor men and women will sponsor women.
13. Loss of clean time, non-fulfillment of duties, not following the guidelines (i.e.: visiting an inmate, etc.) may result in removal from service position by a simple majority vote of the subcommittee.
14. All sponsors are required to attend 3 H&I subcommittee meetings per year to provide an update on the status of the sponsor/sponsee relationship.
15. The SEAZNA H&I subcommittee will meet as needed to review guideline revisions.