

Internal Use of NA Intellectual Property

~~A statement of the~~**The** NA Fellowship's policy on the ~~reprinting~~**reproduction and use** of copyrighted NA ~~fellowship-~~**approved** recovery literature and the use of registered NA trademarks and service marks by NA groups, service boards, and committees.

—The Fellowship Intellectual Property Trust (FIPT) describes in detail how NA's name, trademarks, and recovery literature are protected and administered by Narcotics Anonymous World Services, Inc. (NAWS). ~~It covers NA's name, trademarks and recovery literature in all forms, including translations, and all mediums, whether printed, electronic and any other media that may be developed in the future. Additional guidelines (NAWS) At the request of the Fellowship as given voice by its groups through their regional delegates at the World Service Conference, and for the benefit of the Fellowship as a whole (who is the Beneficiary of this Trust), NAWS is the sole publisher and distributor of all NA recovery literature and is directly accountable to the WSC. Additional policies,~~ contained in this and the other Intellectual Property Bulletins, for the use of NA's intellectual properties by the ~~fellowship~~**Fellowship** are presented as an adjunct to the FIPT. ~~The guidelines~~**These policies** are based partly on legal considerations and partly on the nature of NA. By following these simple steps, the ~~fellowship will help~~**Fellowship helps** ensure that NA's name, trademarks, and recovery literature will always be available to fulfill our primary purpose.

—~~All matters not specifically addressed by the Intellectual Property Bulletins will be considered under the conditions of the Fellowship Intellectual Property Trust. Any questions or concerns about the Bulletins should be directed to NA's World Service Office.~~

—~~This Bulletin reflects the policy affecting the use of NA intellectual property within the NA Fellowship. Use of the fellowships trademarks and recovery literature is a commitment to comply with these Guidelines. Usage inconsistent with the Guidelines is improper. Usage disputes are dealt with in Intellectual Property Bulletin #5.~~

Use by NA groups

~~These Guidelines outline the appropriate uses of NA logos and recovery literature by NA groups. The Guidelines also lay out criteria a group can use to avoid improper use. A description of the NA group – its nature, function, and role in the NA Fellowship – can be found in current NA service manuals. You are encouraged to review those sections describing groups prior to attempting use of the Guidelines described below.~~

Use by NA service boards and committees

~~Service boards and committees created directly or indirectly by NA groups may use NA logos and recovery literature in the ways described in these Guidelines so long as they register with NA World Services.~~

Our fiduciary duty

~~NA World Services has been entrusted with the responsibility to obtain and maintain copyright and trademark protection for NA's name, trademarks, and recovery literature on behalf of the Fellowship. Because no one person, or group of people owns Fellowship-approved literature, copyright ownership is registered in the name of NA World Services. This ensures, among other things, that the Fellowship's message as presented in our books and pamphlets is not tampered with, used, or sold by others. This is first and foremost about the integrity of the NA message and the need to protect NA's property so that NA can continue to own its own material. NAWS has been delegated the responsibility to ensure that Narcotics Anonymous literature contains text agreed upon by the Fellowship of Narcotics Anonymous. Protecting our copyrights is an essential way to guarantee the conceptual fidelity of NA literature and to safeguard the property of the NA Fellowship.~~

~~In order to maintain that copyright ownership, NA recovery material can only be reproduced with permission of NAWS as the copyright holder. All recovery material has a Fellowship –Approved logo described later in this document. This bulletin attempts to outline that permission within Narcotics Anonymous. You can find additional information about these efforts at www.na.org/fipt.~~

Making our Message Available

NA World Services goes to great lengths to ensure access to the NA Message. Fellowship-approved recovery pamphlets, meeting readings, and booklets are posted on www.na.org in over fifty languages. Fellowship websites that wish to provide access to this material should include a link to these pieces, rather than posting this material themselves. NAWS does not currently post book-length pieces of NA literature online because of our previous experience with the widespread proliferation of PDF versions. Our inability to control this widespread distribution could weaken the Fellowship's ability to protect its copyrighted material. We fulfill this need by distributing thousands of books to addicts in need each year.

Most of World Services' income comes from proceeds on the sales of literature, and we currently give away or subsidize more than a half million dollars' worth of literature each year. The money members do or don't spend on literature affects our ability to respond to requests for literature from addicts across the globe. We are not a normal business; we are a spiritual Fellowship that has to manage a business. But in order to fulfill our mission—to work toward a future where “every addict in the world has a chance to experience the message in his or her own language and culture”—we need to remain financially stable and to protect the property of Narcotics Anonymous.

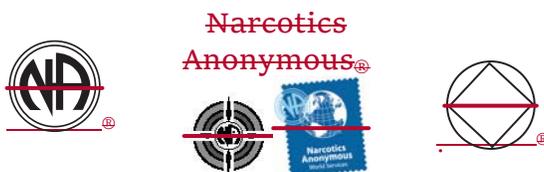
POLICY FOR USE & REPRODUCTION OF NA RECOVERY LITERATURE BY GROUPS AND SERVICE BODIES

Use by individual NA members or others

Guidelines Policies, in this or other Intellectual Property Bulletins, do not grant individual NA members or those outside NA permission to use NA trademarks or intellectual property. Individual NA members or others who wish to use NA's trademarks or copyrighted recovery literature should write directly to NA World Services.

GUIDELINES FOR USE OF NA TRADEMARKS

Some of the NA Fellowship's registered trademarks are: the name “Narcotics Anonymous,” the stylized NA initials, the diamond in a circle, and the original NA group logo, all shown below:



Guidelines for Use

~~Use of Narcotics Anonymous trademarks should always reflect the seriousness of our primary purpose and our spiritual foundation of anonymity. The Narcotics Anonymous name or trademarks should not be used by an NA group, service board or committee in any way that would imply legal liability or financial responsibility by or to another part of the fellowship, service structure, or outside enterprise.~~

~~—Narcotics Anonymous trademarks should not be used in any way that would serve to endorse, finance, promote, or affiliate the NA Fellowship with any outside enterprise.~~

~~—Narcotics Anonymous trademarks should not be used in conjunction with any law enforcement, political, medical, or religious slogans, themes, or other related materials.~~

~~—Narcotics Anonymous trademarks should not be used or displayed in such a manner as to possibly offend or disrespect the sensibilities of other organizations, groups or NA as a whole.~~

~~—Narcotics Anonymous trademarks should not be used in any manner that could draw us into public controversy.~~

~~—Narcotics Anonymous trademarks should not be used on locally developed recovery literature.~~

“NA Fellowship Approved” trademark

~~The “NA Fellowship Approved” trademark is used to indicate that a piece of recovery literature has been approved by the Fellowship of Narcotics Anonymous as given voice by its groups through their regional delegates at the World Service Conference. The “NA Fellowship Approved” trademark may not be used on any other materials.~~



Marking trademarks

Either the capital letter "R" or a "TM" should be placed inside a small circle to the right of all NA trademarks every time any of them are used. ~~By doing so, we are showing that these logos are legally owned or registered trademarks. This is one way in which we help preserve the fellowship's legal right to ownership of its trademarks.~~

Protecting artwork

~~Whenever an NA group, service board, or committee has an artist create original artwork, drawings, designs, or screens using any NA trademark, the NA body should always be sure the artist signs a document releasing to the NA body his or her rights to the artwork, including the original rendering. By doing so, we ensure that neither the NA logos nor any artwork that has been created for the benefit of the fellowship can later be used to benefit a private individual or an outside business enterprise.~~

GUIDELINES FOR REPRODUCTION OF NA RECOVERY LITERATURE

~~NA World Services acts as the publisher of all NA Fellowship approved recovery literature. As such, it has been entrusted with the responsibility to obtain copyright protection for these items on behalf of the fellowship. This ensures that the fellowship's message as presented in our books and pamphlets is not tampered with.~~

~~—Narcotics Anonymous World Services is largely dependent on the income generated from the sale of NA recovery literature. This income is used to cover the costs of publishing as well as the expenses associated with other services provided to the World Service Conference and the NA Fellowship at large. A large part of NA World Service's income comes from NA groups who purchase recovery literature to distribute at their meetings. Many groups consider their purchase of NA Fellowship approved recovery literature as one way in which they contribute to the unity and growth of NA as a whole.~~

Use by NA groups

As a general rule, no one has the authority to reproduce NA Fellowship-approved recovery literature without prior written permission from Narcotics Anonymous World Services. However, given the nature of our ~~fellowship~~Fellowship, our experience indicates that NA groups ~~and only NA groups~~ should have the authority to reproduce ~~fellowship-approved recovery literature~~current Fellowship-approved recovery literature with the limitations described here. This permission applies to all current pamphlets and booklets but ~~excludes all Fellowship-approved book length pieces~~. A description of the NA group—its nature, function, and role in ~~certain instances: the NA Fellowship—can be found in the Group Booklet~~. When ~~preparing~~considering the need to reproduce NA Fellowship-approved recovery literature, NA groups should ~~discuss the~~consider the spiritual principles of responsibility, unity, and autonomy as referenced in our Fourth Tradition and follow all of these general ~~guidelines~~policies:

1. An NA group ~~should~~can only reproduce current booklets and pamphlets of NA Fellowship-approved recovery literature when it has a clear need to do so.
2. NA Fellowship-approved recovery literature reproduced by an NA group ~~should~~can only be distributed ~~only~~ within that group; ~~and never distributed online or in an electronic format~~. Such materials should always be given away free of charge; they ~~should never~~cannot be sold to generate income.
3. The text of NA Fellowship-approved ~~books~~booklets and pamphlets reproduced by an NA group ~~should not~~cannot be altered or modified in any way.
4. The copyright for the item being reproduced should be shown prominently as follows: “Copyright © [year of first publication], Narcotics Anonymous World Services, Inc. Reprinted by permission. All rights reserved.”

Use by registered NA service boards and committees**bodies**

~~Registered NA service boards and committees who wish to quote or reprint portions of NA Fellowship-NA service bodies that are registered with NA World Services may quote or reproduce portions of NA Fellowship-approved recovery literature, up to 25% of the original piece. In the case of NA books, registered NA service bodies may reproduce or quote up to 25% of a single chapter; daily meditation entries are considered a chapter. If you have questions or want approval to exceed these limits, please contact NA World Services.~~

~~For locally developed resources, we ask that the piece clearly state what it is and what service body approved it. In order to avoid confusion, the formatting should not resemble NA recovery literature. Translations of NA recovery literature often involve local reproduction during the local approval process. Approvals of this type can be obtained by contacting NA World Services. Any use of NA’s name, trademarks, or recovery literature that is not specifically covered here is reserved to NAWWS, Inc.~~

~~NA service bodies that are registered with NA World Services that wish to quote or reproduce portions of NA Fellowship-approved recovery literature should always include the proper notation or credit identifying the origin of the quote or ~~reprinted portion they wish to use~~. Generally speaking, the length of a reprint or quote should not exceed 25% of the original piece. In the case of NA books, reprints or quotes should not exceed 25% of a single chapter or section. In the case of an article from *The NA Way Magazine*, the entire piece may be used if the source is fully cited~~portion~~.~~

~~ANY USE POLICY FOR USE OF NA’S NAME, TRADEMARKS OR RECOVERY LITERATURE THAT IS NOT SPECIFICALLY COVERED IS RESERVED TO NAWWS, INC. THE USE COVERED NA TRADEMARKS BY GROUPS AND SERVICE BODIES~~

Use by individual NA members or others

~~Policies, in ~~the this or other~~ Intellectual Property Bulletins ~~does not create any other right or claim by the user, do not grant individual NA members or those outside NA permission to use NA trademarks or intellectual property~~. Individual NA members or others who wish to ~~any~~ use NA’s trademarks or copyrighted recovery literature should write directly to NA World Services.~~

Use by NA groups and service bodies

~~The policies below outline how NA groups and service bodies (registered with NA World Services) may use NA’s trademarks.~~

~~Some of the NA Fellowship’s registered trademarks are: the name “Narcotics Anonymous,” the stylized NA initials, the diamond in a circle, the original NA group logo, and the PR “stamp” logo, all shown below:~~



Policies for Use

Use of Narcotics Anonymous trademarks should always reflect the seriousness of our primary purpose and our spiritual foundation of anonymity. fellowships marks under The Narcotics Anonymous name or trademarks should not be used by an NA group or service body in any way that would imply affiliation, legal liability, or financial responsibility by or to another part of the Fellowship, service structure, or outside enterprise. That means that we should not use the Fellowship’s trademarks, name, or logos:

- in any way that would serve to endorse, finance, promote, or affiliate the NA Fellowship with any theory of outside enterprise;
- in conjunction with any law, fact, or equity enforcement, political, medical, or religious slogans, themes, or other related materials;
- in a manner as to possibly offend or disrespect the sensibilities of other organizations, groups, or NA as a whole; or
- in any manner that could draw us into public controversy.

“NA Fellowship Approved” trademark

The “NA Fellowship Approved” trademark is used to indicate that a piece of recovery literature has been approved by the Fellowship of Narcotics Anonymous as given voice by its groups through their regional delegates at the World Service Conference. Literature with this trademark is typically the only type of literature read in NA meetings. The “NA Fellowship Approved” trademark is only used by NA World Services and may not be used on any other materials.



Marking trademarks

The capital letter “R” ® should be placed inside a small circle to the right of all registered NA trademarks every time any of them are used, whenever possible. By doing so, we are showing that these logos are legally owned or registered trademarks. This is one way in which we help preserve the Fellowship’s legal right to ownership of its trademarks.

Protecting artwork

Whenever an NA group or service body has an artist create original artwork, drawings, designs, or screens using any NA trademark, the NA body should always be sure the artist signs a document releasing to the NA body his or her rights to the artwork, including the original rendering. By doing so, we ensure that neither the NA logos nor any artwork that has been created for the benefit of the Fellowship can later be used to benefit a private individual or an outside business enterprise.

NA Intellectual Property Bulletin #1 was approved by the Fellowship of Narcotics Anonymous as given voice by its groups through their regional service representatives at the World Service Conference on 27 April 1993, applicable as of 1 May 1993. It was amended at the World Service Conference in 1997 and 1998. This bulletin supercedes all previous Bulletins and policies pertaining to the use of copyrighted literature and registered trademarks and service marks by NA groups, service boards, and committees.

This is the document identified by name in the Fellowship Intellectual Property Trust Operating Rules, Article V, Section 1. It was approved by the Fellowship of Narcotics Anonymous as given voice by its groups through their regional service representatives at the World Service Conference as Trustor of the Fellowship IP Trust on 27 April 1993, and revised by the regional delegates at the World Service Conference on 30 April 1997, and 27 April 1998. It may be changed only by the Trustor.

**To register, or for more information, contact the NA World Services,
PO Box 9999, Van Nuys, CA 91409 USA, Tel: (818) 773-9999, Website: www.na.org.**