

The Public Information Service Committee guidelines

The main guidance for the public information committee can be found in the Service and Structure handbook. This addition to that guidance was produced specifically for the purpose of assisting the Plymouth Intergroup PI Service Committee.

Introduction

Traditionally the Public Information Service Committee (PISC) and Intergroup (IG) perform different functions. PISC provides local services through informing the public of AA, while IG maintains the link between AA groups and the General Service Board.

PISC Officers

The PISC should be made up of Liaison Officers and a Treasurer. These officers include, Armed Services, Employment, Health, Prison, Probation, Telephone, Electronic Comms, Young Persons, Share and Where to Find, Convention Convenor and Archivist (All details of these roles can be found in the Service Handbook).

In addition is the Public Information Officer who chairs the quarterly PISC meetings, and acts as a liaison between PISC and IG. At these IG assemblies the PI officer has the opportunity to inform the GSRs with a summary of all the current PI activities and PI service opportunities (details of this role can be found in the Structure Handbook).

Attendance

All PISC officers are expected to attend the quarterly PISC meetings, reporting their activities for the last quarter. Reports should be submitted to the PI officer (pi.plymouth@aamail.org) 10 days ahead of this meeting. The report should also be sent to the appropriate Regional Liaison Officer.

All PISC officers are expected to attend the IG AGM. This is usually held at the end of the year. At this assembly each PISC officer gives a summary of their report. All officers will be ratified. At this IG AGM assembly all PISC officers have a vote.

All officers have the opportunity to attend any workshops that the regional officers may offer in relation to their role. PISC can help with attendance costs by agreement of the PISC.

PISC will endeavour to put on annual PI events, ie. Alcohol Awareness day, all officers are expected to attend this and support their fellow Liaison Officers.

Attendance of GSR's to the PISC meetings is encouraged, but optional. Observers are also welcome.

Voting

The Public Information Service Committee (PISC) is essentially autonomous to IG in its day-to-day PISC activities. All PI liaison officers have a vote at the quarterly PI meetings (Except the PI officer who has a casting vote and a vote at IG. All PISC officers have a vote at the IG AGM).

PISC officers serve the local groups so are elected by and are accountable to the GSR's, therefore, PISC officers are elected at the IG assemblies, where GSR's attend.

PISC officers are autonomous in their roles and can carry these out on a day-to-day basis without having to seek approval (in the form of a vote) from the rest of the officers of the PISC.

Approval is sought, however, if the officer's planned activity affects other officers i.e arranging a PI workshop where all officers are required to attend. Approval is also sought if funds for an activity is likely to exceed £50.