**Training for Leaders**

Groups as established by World Service Organization of CEAHOW:

**Article 19**

SECTION 1. FORMATION A Group may be formed by two (2) or more persons meeting together who have a desire to stop eating compulsively.

SECTION 2. PURPOSE As a Group, they meet to practice the Twelve Steps, Twelve Traditions, the CEA-HOW Concept and the Seven Tools of Compulsive Eaters Anonymous-HOW.

SECTION 3. MEMBERSHIP a) This corporation may have associated with it persons who are not members of the Corporation within the meaning of Section 5056 of the California Nonprofit Public Benefit Corporation Law, but who may be referred to as “members of Compulsive Eaters Anonymous-HOW” or “members.” The identity, rights, and privileges of such “members” with respect to the Corporation shall be as set forth in these Bylaws. b) Any person who has the desire to stop eating compulsively may become a member of Compulsive Eaters Anonymous – HOW.

SECTION 4. REGISTRATION a) A Group must be registered with the World Service Office. Registration consists of submission of a signed form indicating the Group’s location and meeting day and time, contact person (including name, address, phone number and e-mail address) and subscription to the CEA-HOW philosophy and by-laws, including Article 19. b) A copy of these by-laws, at a price not to exceed the cost of providing such copy including postage and handling, shall be provided to anyone interested in forming a Group or who has formed a Group.

SECTION 5. OPERATION

a) A Group may place no qualification or prerequisite on any individual who desires to attend a meeting or participate in the Group other than a willingness to follow the CEA-HOW philosophy. Failure to follow the CEA-HOW philosophy or to complete any aspect of the CEA-HOW program shall not be grounds for expulsion, discipline, or censure. The Group does not expect perfection, but only strives to support effort.

 b) The meeting place must be registered with the World Service Office (WSO). No official, legal, or written form of organization is required. No record of membership is allowed. Changes in the meeting place or contact person must be reported to the WSO within two weeks. Compulsive Eaters Anonymous - H.O.W. World Service Organization Bylaws Amended July 20 2018 — Page 31 — CEA-HOW, WSO Bylaws

c) CEA-HOW Inc. is not and shall not be responsible for any act, omission, or debt of any Group or participant.

d) Any surplus revenues collected by the group shall be distributed as follows: 50% to the Intergroup, 30% to the World Service Office, and 20% to the Area Assemblies. Should the group request that the Intergroup forward their World Service Office and Area Assembly contributions, the Intergroup shall forward the entire 30% received on behalf of the World Service Office to WSO and the entire 20% received on behalf of the Area Assembly to the Area Assembly. No deductions from those monies will be made by the Intergroup to cover Intergroup fees, expenses, or prudent reserve, nor shall the Intergroup delay forwarding these funds for an extended period of time.

e) No Group may have an affiliation with any other organization than CEA-HOW. No Group may sponsor, endorse, or promote any other organization, product, service, or company.

f) Any Group which involves CEA-HOW, Inc. in any dispute, legal process, or litigation must reimburse CEA-HOW, Inc. for any legal expenses incurred, any damages incurred, or any settlements or awards paid.

**Duties of a Leader**

1. First and foremost, you are a leader, not the “chief reader”. This means you have a responsibility to make the meeting a safe place for all and most importantly adheres to the CEAHOW philosophy.
2. Start Meeting on Time
3. Ensure that the 4 program readings are read (that’s what makes it a CEAHOW meeting).
4. Run Orderly meeting
	1. Timed Shares (if group has decided that)
	2. No Crosstalk (if group has decided that)
	3. Meeting Disruptions/Disrupters
		1. Interject no crosstalk
		2. Mass Mute so that no one can talk (even if they press \*6) for a moment of silence
		3. Call for the Serenity Prayer
		4. Remind all this is a safe place
		5. Remind meeting of Traditions
			1. Common welfare comes first – Tradition 1
			2. Singleness of purpose – Tradition 5
			3. Can discuss changes in the business meeting following Tradition 2
			4. Principles before personalities – Tradition 12
	4. What you can’t do:
		1. Kick people out of a meeting
		2. Take away CEAHOW membership
		3. Ban someone from sharing before they share
5. What if people share specific religions, political viewpoint, benefits of another 12 step (not just in passing)
	1. Interject immediately
		1. Use of Traditions
6. Announcements
	1. IG Rep makes announcements
	2. Don’t have to have others make announcements
	3. If not IG Rep, remind members to call the announcement line set up by IG.
	4. Follow what Business meeting has stated about announcements
7. Business Meeting for the Group
	1. Each group has its own business meeting
	2. A business meeting should have a chair and secretary
	3. Each group is autonomous – determines for itself format, process, etc.