



**RE-OPENING CHECKLIST**  
**NIAGARA AREA OF NARCOTICS ANONYMOUS**  
*July 7<sup>th</sup>, 2020 VERSION*

- Have you contacted the facility? \_\_\_\_\_
- Are you aware of the facility's requirements? \_\_\_\_\_
- Can the facility adhere to physical distancing? \_\_\_\_\_
- Is your group ensuring that members stay 6 feet apart?  
\_\_\_\_\_
- Can the group meet outside? \_\_\_\_\_
- Will the group be screening members before entering the meeting? \_\_\_\_\_
- Will the group disinfect high-touch surfaces before AND after the meeting? (door handles, chairs, railings, etc.) \_\_\_\_\_
- Are there extra cleaning charges? \_\_\_\_\_
- Does the facility supply cleaning materials? \_\_\_\_\_
- Is the facility open longer to accommodate extra cleaning time?  
\_\_\_\_\_
- Can we use the bathrooms? If so, what are the cleaning requirements? \_\_\_\_\_
- Is your group posting signage? \_\_\_\_\_
- Do you truly feel that your group is able and willing to take on these additional tasks?

**You may wish to include the following statement in your group's preamble:**

*Although hugging is normally a big part of the NA Fellowship, this group is taking mandatory COVID-19 precautions. To ensure that our meeting remains on the local NA website and other local directories, we need to be practicing physical distancing. Please: no hugging or shaking hands. We need to stay at least 6 feet apart.*

**Important Notes:**

- Ensure that you are following “contact times” when disinfecting. Contact time is the time that a disinfectant must be in contact with a surface or device to ensure that appropriate disinfection has occurred. For example, the chemical **Neuquat** has a contact time of **10 minutes**.
- Public Health Inspectors are still recommending that online NA meetings should be utilized instead of physical meetings.
- At in-person meetings, it is recommended to use hard surface chairs instead of fabric chairs, as hard surface chairs are easier to sanitize.
- Masks may be mandatory for indoor meetings, depending on your city and the rules of your facility.

**Your group may also wish to adopt the following practices:**

- Refrain from serving coffee or other refreshments.
- Refrain from handing out readings. Instead, the Chairperson or Secretary can assign readings before the meeting starts, asking people to read from their smartphones. Our main readings are available for free at: [www.na.org](http://www.na.org) under “Literature”.
- Refrain from giving out keytags. Instead, you can go through the “recovery milestones” and ask members to raise their hand if they are celebrating cleantime.
- Refrain from passing the basket for the collection. Instead, your Group may want to consider e-transfers or online payments as an alternative to handling money. If your group still insists on taking a collection at the meeting, you may wish to announce that the basket is being kept at a designated spot, and ask members to contribute before leaving, if they can.
- Your Group may wish to announce online meetings during the announcements.
- Instead of closing the meeting with a group hug, members may want to stay in their seats instead.

Check out “**Narcotics Anonymous Niagara Area**” on Facebook for updates on COVID-19 information as it relates to NA.

**Questions? Contact Guido M. at 289-214-3887**