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To: The Fellowship
From: Robert Stone, Executive Director
World Service Office

There are three major items that the World Service Office needs to advise the Fellowship of in this report. They concern the current publication of *It Works: How and Why*, audio tapes and world service responsibilities in Europe.

A serious error has been made with the printing of the blue and white version of *It Works: How and Why*. It is important that we make an amend to the Fellowship for preparing and distributing an incorrect version. If you have received a copy of the blue and white printing of *It Works: How and Why*, do not continue using it. The Office is in the process of preparing a corrected printing of this publication.

To explain what occurred is embarrassing, but nonetheless essential. When we began putting this together following the 1987 World Service Conference, we utilized the file in our main computer storage memory. The material was printed out in the proper format, collated, and sent to the printer for production. Because we assumed that the copy printed out was the only copy of the manuscript that we had, we did not proofread the manuscript before sending it off to the printer. This is an avoidable and inexcusable error. Several members, soon after receiving copies, reported to us that it was different in some respects than the white cover copy they had been reviewing for the last twelve months. We were at first skeptical and asked members' assistance in pinpointing the differences they were finding.

Eventually, after receiving additional input from others, we did examine in extensive detail the material. We discovered in this investigation that the version of the manuscript that had been printed last year in the white cover was not the same version that had been printed in the white and blue cover. In tracing back the origin of this error, we discovered that the approval-form version of the text printed in the white cover had been lost when our main computer memory failed in March of 1986. This occurred after the typeset version had already been dispatched to the printing company, who was at that time printing the white cover edition. When we reconstructed files on our main memory in the computer, unfortunately we retrieved a back-up file which was an earlier version of the material.

Unfortunately, in May of this year when we printed out what we thought was the correct version, we did not remember the computer failure and did not check to make sure it was the correct version. Consequently, the edition currently in circulation is manifestly incorrect with respect to the portion that was distributed last year with a white cover.

The Office is currently reprinting the correct material, and it will be made available without additional costs to all individuals and committees who have already obtained copies of the incorrect material. We are endeavoring to keep the page numbers consistent so that any work an individual may have done on portions of the material where no change will occur, will be easy for the literature committee members to find and utilize.

We have halted distribution of copies of this publication until the corrected version is printed and available. We anticipate the process will take about three weeks.

I am very truly sorry for the mistake and the delay and the confusion that this will cause the ad-hoc committee on *It Works: How and Why*, and we are doing everything we can to expeditiously provide them with the correct materials...