

# The University of Washington Interfraternity Council Risk Management Policy

The following provisions shall apply to all University of Washington IFC member Fraternities.

## **Section I. University of Washington Fraternity Party Registration**

Under the terms of the Recognition Agreement between IFC fraternities and the University of Washington, IFC fraternities have agreed to comply with the following requirements regarding the sponsorship of a party:

1. A "party" is defined as:
  - a. a gathering of more than 24 people;
  - b. at which alcoholic beverages are consumed; and
  - c. which is arranged, scheduled or announced by the Chapter.
2. The Chapter agrees that when it sponsors a party, it will comply with the following requirements:
  - a. register the Party with the Office of the Vice President for Student Affairs, and either the IFC or Panhellenic, whichever is applicable, no later than 7 days in advance of each Party;
  - b. arrange for and/or obtain a Special Occasion License or Banquet Permit from the Washington State Liquor Control Board and adhere to the permit or license regulations;
  - c. maintain security and regulate access to the Party.
3. The Chapter also agrees to be in compliance with:
  - a. all applicable federal, state and local laws and regulations;
  - b. the rules of the Chapter's Headquarters;
  - c. the rules and policies of the IFC.

## **Section II. Alcohol and Drugs**

1. The possession, use, and/or consumption of alcoholic beverages while on chapter premises, during an official fraternity event, or in any situation sponsored or endorsed by the chapter, must be in compliance with any and all applicable laws of the state, county, city, and university.
2. No chapter members, collectively or individually, shall at any time purchase for, sell to or serve alcoholic beverages to any person under the legal drinking age.
3. No alcoholic beverage may be purchased through chapter funds nor may the purchase of same for members or guests be undertaken or coordinated by any member in the name of, or on behalf of, the chapter. The purchase or use of a bulk quantity or common sources of such alcoholic beverage, e.g. kegs or cases, is prohibited. No chapter shall allow a tap system and/or keg to be present in the chapter house, or on chapter property, or at a chapter function (unless the keg or tap system is part of a cash bar operated by a licensed caterer).
4. No Chapter shall serve, or permit the use, possession, or consumption of alcoholic beverages at Chapter recruitment functions. In addition, each chapter is expected to be an active proponent of "dry recruitment".

5. No chapter may co-sponsor an event with an alcoholic distributor, charitable organization, or tavern (tavern being defined as an establishment deriving more than half of annual gross sales from alcohol) where alcohol is given away, sold, or otherwise distributed to those present.
6. No chapter shall sponsor, tolerate, encourage, or condone chapter sponsored "drinking games."
7. No alcohol shall be present at any pledge/associate member/novice program or activity of the chapter.
8. The illegal use, possession, sale, or distribution of any controlled substance at Chapter functions shall be strictly prohibited.

### **Section III. Party Protocol**

1. No chapter members may provide alcoholic beverages to members or guests by selling tickets or cups, by charging admission fees, by taking up a collection (passing the hat), or by using other direct or indirect means of collecting monies from persons attending Chapter functions.
2. The purchase and/or use of a bulk quantity of alcoholic beverages; e.g. kegs, party balls, party punch; is prohibited. No chapter shall allow a tap system and/or keg to be present in the chapter house, or on chapter property, or at a chapter function (unless the keg or tap system is part of a cash bar operated by a licensed caterer).
3. Open Parties, meaning those with unrestricted access by non-members of the fraternity, without specific invitation, where alcohol is present, shall be prohibited.
4. Public advertising (sidewalk chalk, facebook, party flyers, etc.) of social events where alcohol is present is strictly prohibited. Individual non-members attending a chapter function may do so only by individual invitation by chapter members.
5. A "guest list" of invited individual guests' names must be maintained and monitored at the door or entry to the function.
6. Only persons on the "guest list" should be granted admission into a function where alcohol is present. Each individual guest's identity shall be verified with an appropriate ID. Persons who will be consuming alcohol at the function must demonstrate that they are of legal drinking age with a government issued ID.
7. Party bracelets/wristbands must be provided to allow for identification of members or/and guests admissible into the function. There should be special party bracelets/wristbands to distinguish guests who are of legal drinking age and of guests who are minors/under the legal drinking age.
8. Furthermore, the number of guests present inside any fraternity house may not exceed the legal fire safety code set for that structure.
9. The IFC recommends that fraternities consider hiring professional security to assist with management and the safe execution of any social function where alcohol is present.
10. No chapter may co-sponsor or co-finance a function where alcohol is purchased by any of the host chapters, groups, or organizations.
11. At any and all Chapter functions where the legal consumption of alcoholic beverages is permitted, alternate or non-alcoholic beverages and food shall be served.
12. Should any member or guest at a Chapter function or present in Fraternity facilities appear to be intoxicated, chapter members shall take reasonable steps to safely escort that person to his or her place of lodging. In particular, chapter members shall take all reasonable steps to prevent apparently intoxicated

persons from operating a motor vehicle or walking themselves home. Such persons should be accompanied by a sober and responsible member who is capable of assisting as needed.

13. Chapter(s) hosting an event where there is alcohol present is/are responsible for having an adequate number of sober party monitors at all times. To ensure the safety of the members and the guests, the sober monitors MUST be sober. Sober is defined as having consumed zero alcohol in the previous twelve hours. Party Monitors are to serve as liaisons between the chapter and any IFC Officers or Police officers that need to come into the party for investigative purposes.

14. "Parties" will be categorized as follows:

Tier I Events - (Grab-a-dates, cocktails, dances, etc.) – Events limited to host chapter membership plus one guest per member. Completed guest list must be submitted to the Office of Greek Relations by noon on the day of the event and present at event. Guest lists can be provided by the IFC. Events that do not have a guest list submitted by noon will follow Tier II guidelines.

Tier II Events – (Single house parties, Bi-ads, Tri-ads, etc.) – Events with more than host chapter membership plus one guest per member and/or co-hosted by two or more fraternities. Guest list must be present at event. Alcohol at these events will be limited to and distributed in containers of alcohol no more than 16 ounces and 8% alcohol content (i.e. beer, flavored malt beverages, etc.). Drinks must be served in original container.

Tier III Events – Events hosted at/with a third party vendor and/or location. Third party vendor must be licensed and be able to present insurance at time of event.

15. For parties that are co-hosted by three fraternities or more the following guidelines apply:

- a. Third party security must be hired.
- b. The chapters' social chair must meet with the IFC VP Risk Management to review the policies.
- c. Bar tenders must have valid ID on hand, have more scrutiny when serving, and the bar must be kept clean during event.

16. The following are recommendations for parties co-hosted by three or more fraternities:

- a. Lines at door should maintain a low profile.
- b. Have sufficient trash can dispersal.
- c. Bar tenders should shut down bar when police patrol event.
- d. Hosts should continue to dispose of discarded beverages and containers.

17. The IFC will conduct party patrols throughout the year to ensure that chapters are complying with the risk management policy. IFC Officers will announce their presence and will request a guided tour throughout the party by a chapter officer.

#### **Section IV. Hazing**

No chapter shall conduct hazing activities. Hazing activities are defined as:

"Any action taken or situation created, intentionally, whether on or off fraternity premises, to produce mental or physical discomfort, embarrassment, harassment, or ridicule. Such activities may include but are not limited to the following: use of alcohol, paddling in any form, creation of excessive fatigue; physical and psychological shocks; quest, treasure hunts, scavenger hunts, road trips, or any other such activities carried on outside or inside of the confines of the chapter house; wearing of public apparel which is conspicuous and not normally in good tastes; engaging in public stunts and buffoonery; morally degrading or humiliating games and activities; and any other activities which are not consistent with fraternal law, ritual or policy, or the regulations and policies of the educational institution."

\*adopted from the FIPG policies.

## **Section V. Sexual Abuse**

IFC member chapters will not tolerate nor condone any form of sexually abusive behavior on the part of its members, whether physical, mental, or emotional. This is to include any actions which are harmful to women and men, including but not limited to date rape, gang rape, or verbal or printed harassment.

## **Section VI. Fire, Health, and Safety**

1. All chapter houses shall, prior to, during, and following occupancy, meet all local fire and health codes and standards.
2. All chapters must have posted by common phone, emergency numbers for fire, police, and ambulance, and must have posted evacuation routes from chapter houses posted on the back of the door of each sleeping room.
3. All chapters and housing corporations shall comply with reasonable engineering recommendations, which are financially feasible to the chapter and Housing Corporation, as reported by the insurance company.

## **Section VII. Education**

At the beginning of each Fall, Winter, and Spring quarter, each chapter shall educate every member and pledge in proper risk management practices and review the full contents of this policy at a chapter meeting. In addition, from time to time, the IFC shall hold a risk management seminar in which attendance will be mandatory for a percentage of each chapter, to be determined by the Interfraternity Council Executive Board.

## **Section VIII. Violations**

All violations of this policy shall be referred to the IFC Standards Board. Depending upon the nature of the violation, the IFC Standards Board may chose to investigate the situation. The IFC Standards Board will also have the discretion as to whether or not any sanctions or corrective measures may be necessary to handle any violations.

This policy is not in lieu of the **Recognition Agreement** or any International Fraternity risk management policy under which a chapter may be governed. It is intended to work hand in hand with other governing policies.

Ratified: March 4, 2009.