

Massachusetts Institute of Technology Interfraternity Council Policy for Risk Management (Revised- Approved 5_20_03)

I. Preamble

The purpose of this policy is to create a set of guidelines that assist fraternities in reducing the risk for potential harm to its members, affiliates, guests, and the public. The conduct of fraternity members needs to represent an awareness of the purpose of this policy. It is essential that we monitor the behavior of those within our community, holding individuals and organizations accountable for their actions.

In addition to the policies set forth in this document, all fraternities must follow the policies of MIT, Fraternal Information and Programming Group (FIPG), and the respective Inter/National organizations of its members and all applicable local, state, and federal laws, statutes, and regulations.

II. Alcohol

- A. The possession, sale, use, or consumption of alcoholic beverages, while on chapter premises or during a fraternity event any situation sponsored or endorsed by the chapter, or in any event an observer would associate with a fraternity, must be in compliance with any and all applicable MIT, local, state, and federal laws, statutes, and regulations, and must comply with either BYOB or Third Party Vendor Guidelines.
- B. No alcoholic beverages may be purchased through chapter funds. The purchase or use of a bulk quantity of common sources of alcoholic beverages, such as kegs or cases, is prohibited.
- C. No members shall purchase for, serve to, or sell alcoholic beverages to a minor.
- D. All rush activities associated with any chapter must be dry.
- E. No alcohol shall be present at any pledge activity or ritual of the chapter.
- F. Fraternities shall not have a tap system or kegs present in their house at any time.
- G. When hosting events with alcohol, all fraternities must follow the guidelines for hosting events.

III. Illegal Drugs or Controlled Substances

- A. While on chapter premises, during a fraternity event, or at any event that an observer would associate with the fraternity, the possession, sale, use, distribution, or manufacturing of any illegal drugs or controlled substances is strictly prohibited.

IV. Hazing

- A. No chapter, colony, student, or alumnus shall conduct nor condone hazing activities.
- B. Massachusetts State Law defines hazing as: "any conduct or method of initiation into any student organization, whether public or private, which willfully or recklessly endangers the physical or mental health of any student or other person." Such conduct includes (but is not limited to) beating; kidnapping; branding; or the forced consumption of any food, liquor, beverage, drug, or other substance.

V. Sexual Abuse and Harassment

- A. Fraternities shall not tolerate or condone any form of sexist or sexually abusive behavior on the part of its members, whether physical, mental, or emotional. This is to include any actions that are demeaning to women or men, such as verbal harassment, date rape, or gang rape.

VI. Fire, Health, and Safety

- A. All fraternities must be inspected and licensed by the appropriate city agencies.
- B. All fraternities must comply with all health and safety codes.
- C. All fraternities should comply with engineering recommendations as reported by the insurance company.
- D. The possession and/or use of firearms or explosive devices of any kind within the confines and premises of the chapter house are forbidden.

VII. Roles of IFC and Chapter Risk Managers

- A. The IFC Risk Manager shall oversee the implementation of this policy and will work with member organizations towards compliance with this policy and towards initiatives to further reduce risk.
- B. The Member Organization Risk Manager shall work with the IFC Risk Manager to maintain a written risk management policy and a written emergency response plan. He or she will also ensure that the organization complies with this policy.

VIII. Qualification for Events with Alcohol

- A. The President, Vice President, Social Chairs, Risk Manager, and New Member Educator must all be TIPS trained and have attended the legal liability seminar.
- B. Two thirds of the active members (including new members) must be TIPS trained and half of the active members must have attended the legal liability seminar.
- C. All fraternities must have at least two members CPR trained.

IX. Enforcement

- A. All violations of IFC Policy will be afforded due process by the IFC or the Dean of Discipline.

Procedures for Events with Alcohol

I. General Procedures for Events with Alcohol

- A. All events must be registered with the IFC Judicial Committee.
- B. The fraternity must be qualified by the IFC to host events with alcohol.

II. Admittance

- A. Each entrance and exit to an event must be monitored by a non-consuming individual.
- B. No visibly intoxicated individual may be admitted to an event.
- C. All events must have a guest list; posters for events are prohibited. As guests arrive at an event, the door monitor must check that the individual is on the guest list.
- D. Two lists must be kept, numbered and in order, at the door. One list is for guests over 21 and the other is for guests under 21. Together, these lists should account for all guests present at the event.
- E. Those who do not show valid ID must have a non-washable mark placed on the same hand that would have otherwise had a wristband applied.
- F. Fraternities must have wristbands available to mark those guests who are of legal age and who wish to drink; all individuals with valid IDs who wish to consume alcohol must be fitted with a wristband.
- G. All events must be limited to 150 guests.

III. Control of Alcohol

- A. The in-house event monitors must be non-consuming and present for the entire event.
- B. All servers and carriers of alcohol must be TIPS certified, be 21 years old or older, and remain non-consuming until their duty for the event has ended.
- C. Alcohol must be attended at all times.
- D. Alcohol should not be served to any individual who is visibly intoxicated, does not have a proper wristband or whose hand has been marked as an underage guest. In addition, any guest found to possess any alcohol of any kind without a wristband, as well as any guest found to be distributing alcohol to anyone without a wristband, or any guest found to be distributing alcohol to anyone who is visibly intoxicated, must be immediately removed from the event and not permitted re-entry.
- E. No more than one drink can be served to a guest at one time.
- F. Unattended alcoholic containers must be disposed of.

IV. Event Logistics and Planning

- A. Postering for events is prohibited.
- B. Service of alcohol must end 30 minutes prior to the scheduled ending of the event.
- C. When an event closes, the doors must be shut, and no new guests should be allowed into the event.
 - 1. Events in Cambridge must close by 1 am.
 - 2. Events in Boston must close by 2 am.
- D. The event must comply with all other pertinent rules and regulations including MIT policy, Massachusetts State Law, and the IFC Community Relations By-Laws.
- E. Non-alcoholic beverages and food must be readily available and accessible.

V. Monitors

- A. There must be at least one party monitor per 50 guests per room of the party.
- B. Either the President, Vice President, Risk Manager, or Social Chair must serve as a party monitor, but will not count towards the total number in V.A..

- C. All party monitors must be non-drinking during their shifts and TIPS trained.
- D. All events should have at least one party monitor outside of the house to ensure that there are no problems outside of the residence.

VI. BYOB Procedures

- A. Only guests of legal drinking age may check beverages at the door. A maximum of six 12 oz beer cans or four 16 oz beer cans or four wine coolers may be checked in per person. NO hard liquor may be allowed into the event.
- B. The door guard will take the beverages and have them delivered to the serving area.
- C. The door guard will give the guests tickets, which correspond to the number of drinks the guest has checked.
- D. When the guest wants a drink, the bartender will make one mark on the wristband of the guest, take a ticket, and give the guest a drink. No visibly intoxicated guests may be served. Once the guest has six marks on their wristband, the wristband must be removed and they must not be served any more alcohol.
- E. Unused alcohol shall not be returned to a guest immediately following the party, but can be picked up the following day.