

COLLEGE-RELATED EVENTS INVOLVING ALCOHOL POLICY

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A. PURPOSE

Douglas College (“the College”) promotes the health and safety of members of the College Community who attend College-Related Events where alcohol will be served. The purpose of this policy is to communicate the expectations on the responsible provision and consumption of alcohol by members of the College Community at College-Related Events both on and off campus.

B. SCOPE

This policy applies to individuals who organize College-Related Events where alcohol will be served and to members of the College Community who consume alcohol at a College-Related Event.

C. DEFINITIONS

College Community: All College employees, students and Board members and any other person who is contractually obligated to comply with College policy; for the purposes of this policy, includes any other person participating in a College-Related Event.

College-Related Events: Events both on and off campus that are organized, led or supervised by an Event Organizer.

Event Involving Alcohol Plan: A document that provides planning and preparation details for College-Related Events and serves as the official record of a College-Related Event Involving Alcohol undertaken by the College.

Event Organizer: A College employee or employee of the Douglas Students' Union who is responsible for planning and administering a College-Related Event where alcohol will be served.

Off-campus Event: Those events taking place at any premises and locations not on campus.

On-campus Event: Those events taking place at any College premises, including properties or spaces owned, leased, rented, or controlled by the College and grounds and/or facilities used in partnership with other parties.

Responsible Administrator: An executive of the College or an administrator responsible for the operations of a College department, Faculty or service area (e.g., Dean, Director, Chief Information Officer, Registrar).

Risk Register: Official recording of identified risks facing the College, assessed by consequence and likelihood; includes existing controls and mitigation strategies.

D. POLICY STATEMENTS

1. The College recognizes the value of social engagement and that this includes College-Related Events that may involve the serving and consumption of alcohol. The College acknowledges the merit of these types of social College-Related Events along with its responsibility to
 - a. manage the legal liability of the College, members of the College Community, and visitors in relation to such College-Related Events;
 - b. provide support to members of the College Community to encourage responsible decisions and the maintenance of healthy lifestyles, and to support the successful implementation of safe and enjoyable College-Related Events where alcohol is present;
 - c. promote awareness and compliance with the Province's legal requirements relating to the serving and consumption of alcohol; and
 - d. educate and inform members of the College Community about the issues and risks associated with the consumption of alcohol, how to mitigate those risks, and how to obtain assistance and support if needed.
2. Members of the College Community and visitors participating in a College-Related Event where alcohol is available are expected to serve and consume alcohol in a responsible manner.
3. The College does not permit any social College-Related Event where the sole purpose or focus is the consumption of alcohol or where activities associated with the College-Related Event promote drinking to intoxication.
4. Event Organizers of a College-Related Event where alcohol will be served must ensure the College-Related Event is inclusive and supportive of those members of the College Community and visitors who choose not to or cannot consume alcohol.
5. Event Organizers are required to be present for the duration of the College-Related Event and are not permitted to consume alcohol while in attendance.

6. A College-Related Event where alcohol will be served requires the completion of a Risk Register and Event Involving Alcohol Plan, both of which require the written approval of the Responsible Administrator to whom the Event Organizer reports.
7. A College-Related Event involving alcohol will not be approved if risks to members of the College Community have not been satisfactorily addressed.
8. A College-Related Event involving alcohol may be cancelled at any time if the Event Organizer, Responsible Administrator or the College believes that risks to members of the College Community and visitors are or have become unacceptable.
9. For all On-campus College-Related Events, alcohol is not permitted unless the College-Related Event is catered by the College's contracted food service provider and holder of a catering license or catering endorsement from the British Columbia Liquor Control and Licensing Branch, or the Event Organizer has complied with the Standard Operating Procedures associated with this policy, and has obtained the written approval of the Director, Facilities and Ancillary Services to use College space for such purposes.
10. Douglas College is the legal holder of a liquor license from the BC Liquor Control and Licensing Branch (LCLB). The application of the College's Liquor License is limited to College-Related Events and functions under sponsorship of Event Organizers.
11. The service, sale and/or consumption of alcohol is not permitted anywhere on campus except in areas licensed and designated for such purpose and in accordance with this policy.

E. PROCEDURES

[Standard Operating Procedures](#) (for internal users only)

- College-Related Events Involving Alcohol

F. SUPPORTING FORMS, DOCUMENTS, WEBSITES, RELATED POLICIES

[Administration Policies](#)

- *Minors on Campus*
- *Occupational Health and Safety*
- *Off-campus Activity Involving Students*
- *Use of College Facilities*

G. RELATED ACTS AND REGULATIONS

- [Liquor Control and Licensing Act \(LCLA\)](#)
- [Liquor Control and Licensing Regulation \(LCLR\)](#)

H. RELATED COLLECTIVE AGREEMENTS

N/A