

## 5.2.8 ALCOHOL SERVING

### POLICY

College of the Rockies (the College) recognizes the value of social engagement including College Related Events that may involve the serving and consumption of alcohol. The College acknowledges the merit of these types of social events along with its responsibility to:

- Manage the legal liability of the College, members of the College community and visitors in relation to such events
- 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 events where alcohol is present
- Promote awareness and compliance with the Province’s legal requirements relating to the service and consumption of alcohol.

### PURPOSE

The purpose of this policy is to communicate the expectations for the responsible provision and consumption of alcohol by the College community at College related events on all of the College campuses, other College spaces and, if applicable any third party property, and to promote the health and safety of members of the College community and visitors who attend College related events where alcohol will be served.

### SCOPE

This policy applies to individuals who organize College related events where alcohol will be served and members of the College community and visitors who consume alcohol at a College related event.

### DEFINITIONS

In this policy, the following definitions apply:

**College related event or activity** includes an activity conducted under the authority of the College on any of the College’s campuses, other College space and, if applicable any third-party property. The activity in question must have a real and substantial connection to the College.

**College community** means students and employees.

**Employee** is a person employed by the College including members of the Board of Governors of the College.

**Independent contractor** is a company or a self-employed individual that operates a business and is engaged in a business relationship with the College. The independent contractor enters into a contract-for-services with the College.

**Event organizer** is a College employee who is responsible for planning and administering a College related event where alcohol will be served.

**Event Involving Alcohol Plan** is a document that provides planning and preparation details related to the event and serves as the official record of a College related event involving alcohol undertaken by the College.

**Responsible officer** is an administrator of the College (e.g. Dean, Director, Manager) who is responsible for the operation of a College department, faculty, or service area.

**Risk Register** is a document that identifies specific risks that may arise during a College related event where alcohol will be served and describes detailed plans to reduce the levels of all risks associated with the event.

**Student** is a person enrolled in a program and/or course(s) at the College.

**Volunteer** is an individual who voluntarily agrees to provide a service of duties to the College and must sign the College's Volunteer Registration Form. This individual is not in an employment relationship with the College.

## **GUIDELINES**

Access to alcohol on campus is a privilege contingent on compliance with all statutory requirements and College policy.

### 1. General

- 1.1 All sales and service of liquor on campus are subject to compliance with the provisions of the *Liquor Control and Licensing Act* (British Columbia) and the *Liquor Control and Licensing Regulation*, each as they may be amended (collectively, the Act). Wherever conflict may arise between any policy, rules, or regulations of the College and the Act, the Act shall prevail.
- 1.2 Those who serve and those who consume alcohol on College premises must be of legal age in the province of BC and act in a responsible manner, with due regard to the safety and security of themselves and others.
- 1.3 The College does not permit any social event where the sole purpose or focus is the consumption of alcohol.
- 1.4 Event organizers of a College related event where alcohol will be served must ensure the event is inclusive and supportive of those members of the College community and visitors who choose not to consume alcohol by providing non-alcoholic options.
- 1.5 Event organizers are required to be present for the duration of the event and are not permitted to consume alcohol while in attendance.

- 1.6 A College related event where alcohol will be served requires the completion of an *Event Involving Alcohol Plan (Appendix A)* and *Risk Register (Appendix B)* both of which require the approval of the responsible officer to whom the event organizer reports. The Vice President, Academic & Applied Research must provide final approval of these documents.
- 1.7 A College related event involving alcohol will not be approved if risks to members of the College community and visitors have not been satisfactorily considered.
- 1.8 A College related event involving alcohol may be cancelled at any time if the event organizer, responsible officer or the Director, Facilities and/or Vice President, Academic & Applied Research, on behalf of College of the Rockies, believes that risks to members of the College community and visitors are, or have become, unacceptable.
- 1.9 For all events held on campus, alcohol is not permitted unless the event is catered by the College's contracted food service provider or a food service provider who holds a catering license or catering endorsement from the British Columbia Liquor Control and Licensing Branch.
- 1.10 College of the Rockies 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 the Class Act Dining Room and College related events.
- 1.11 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.

#### RELATED ACTS AND REGULATIONS

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