



Alcohol at Polytechnic Events and Facilities Policy	
Category: Administrative	Approval Date: July 13, 2020
Policy Owner: Vice President Finance and Administration	Effective Date: July 13, 2020
Policy Administrator: Director, Ancillary and Sport Services	Review Period: 5 years
Recommended by: Service Council	
Associated Documents Alcohol at Polytechnic Procedure Red Deer Polytechnic Liquor Licence Summary (Appendix A) Licenced Event Proposal Licenced Event Security Approval Hazard Assessment Form Gaming, Liquor and Cannabis Act Alberta Gaming, Liquor and Cannabis Commission – Liquor Agency Handbook Alberta Gaming, Liquor and Cannabis Commission – Liquor Licensee Handbook	

PURPOSE

To ensure Red Deer Polytechnic's compliance with laws concerning the provision and consumption of alcohol. This policy also confirms the Polytechnic's commitment to protecting the safety and well-being of students, faculty, staff, volunteers, visitors and contractors by outlining expectations for the service and consumption of alcohol.

SCOPE

This policy governs the purchase, sale, service, and consumption of alcoholic beverages at Polytechnic-related events and in Polytechnic facilities. The policy applies to all employees, Students' Association employees, students, volunteers, visitors, contractors, and external clients using Polytechnic facilities.

POLICY

General

1. The Polytechnic recognizes that alcohol is a potentially addictive substance, and its abuse may lead to serious and complex medical and social issues. The Polytechnic is therefore

committed to fostering a campus environment that promotes the responsible use of alcohol through

- a. education and awareness about the risks and harms of alcohol service and consumption, and
 - b. the Polytechnic's maintenance of a Health and Safety Program to protect employees and students, property, workers on Polytechnic premises, the public, and the environment, and in accordance with Occupational Health and Safety legislation.
2. All Polytechnic staff and students have an obligation to make legal and responsible decisions about their consumption of alcohol in or on Polytechnic facilities, at Polytechnic events, while involved in the business of, or while representing the Polytechnic, or in activities related to the Polytechnic.
 3. Employees, students, volunteers, visitors and contractors involved in the business of the Polytechnic must comply with all relevant laws relating to alcohol whether inside or outside of Alberta.
 4. Employees, students, volunteers, visitors and contractors using Polytechnic facilities or attending Polytechnic events are only permitted to possess or consume alcohol
 - a. in a location designated as a licensed area within or on Polytechnic facilities, and
 - b. in compliance with law, Alberta Gaming, Liquor, and Cannabis Commission (AGLCC) regulations, policies and guidelines, this policy, other Polytechnic policies, rules published in the Residence Handbook, and contracts of alcohol service.
 5. Contractors and volunteers providing services to the Polytechnic may not be impaired while providing such services due to the use or aftereffects of alcohol.

Events

1. All Polytechnic or Students' Association events must comply with law, AGLCC regulations, policies and guidelines, this policy, other Polytechnic policies, rules published in the Residence Handbook, and contracts of alcohol service.
2. Alcohol purchasing and service arrangements are centralized through the Hospitality Services Coordinator, with support from Finance, for events on main campus, the downtown campus, and Welikoklad Event Centre, including those booked by external clients. This does not include purchases for the Far Side.

Advertising

1. Event organizers may only advertise in or on Polytechnic facilities in accordance with all relevant Polytechnic policies, AGLCC regulations, policies and guidelines, and any other

relevant law, regulation or guideline. A Class C licensee may advertise a function only if the advertising clearly indicates admission is restricted to members and their bona fide (genuine) invited guests.

2. Posters, flyers, or announcements to the public must not have the consumption of alcohol as their sole purpose or focus.
3. "All-inclusive" pricing for event (i.e. "all you can drink", "open bar") advertising is prohibited. Advertising the price of liquor/drinks is prohibited. The use of phrases like "cheap drinks" and "beer garden" are prohibited.
4. The promotion of alcohol must not encourage any form of alcohol abuse, or place emphasis on the quantity or frequency of use.

Licence to Serve Alcohol

1. Alcohol must only be sold, served, or consumed in or on Polytechnic facilities in a location designated as a licensed area in the Polytechnic's existing liquor licence or a special events liquor licence.
2. The Vice President Finance and Administration is responsible for alcohol licence compliance.
3. If alcohol will be consumed at a Polytechnic or Students' Association event (including events booked by external clients), it will be served by individuals who have certification in the service and monitoring of alcohol consumption (e.g. ProServe certification from the AGLCC).
4. The Manager, Security and Emergency Response, is designated by the President as the ProServe administrator for the Polytechnic.
5. Servers are not permitted to consume alcohol prior to or during their shift at any event.
6. Alcohol must not be sold or provided to a person under the age of 18 years.
7. Alcohol must not be sold or provided to any person apparently intoxicated.
8. An intoxicated individual must not be permitted to consume alcohol.

Enforcement

1. The Manager, Security and Emergency Response, or delegate, has the authority to close alcohol service or close down an event in progress if the event is in violation of this policy.

Violations

1. Individuals found to be in violation of this policy may be subject to penalties or discipline up to and including termination of employment in accordance with Polytechnic policies or

procedures and applicable collective agreement. The Polytechnic may also terminate volunteer or contractor relationships.

2. Individuals in violation of this policy may be required to leave the premises and may be prohibited from accessing Polytechnic facilities and property.
3. In addition, where individuals contravene AGLCC regulations or other law, they may be subject to criminal, civil or administrative action.
4. The Student Misconduct Non-Academic Policy and Employee Code of Conduct shall be applied if alcohol is consumed or abused at Polytechnic-sanctioned events that take place outside of Red Deer Polytechnic's licensed facilities (as outlined in Appendix A), which had not previously been approved.

RELATED POLICIES

Employee Code of Conduct
Facility Booking and Rental
Health and Safety
Hosting and Business Expenses
Student Misconduct: Non-Academic

DEFINITIONS

Polytechnic facility: Any property owned, leased or under the control of Red Deer Polytechnic, including the Students' Association of Red Deer Polytechnic facilities.

External client: A group or individual who is not a Red Deer Polytechnic employee or student, or a Polytechnic employee or student who wishes to book facilities for activities not related to Polytechnic business.

ProServe: A mandatory training program for all people serving or selling liquor or providing security in a licenced premises (full- or part-time) in Alberta.