



# Phi Mu Delta Fraternity

## 10 RISK MANAGEMENT BASICS

Policies are regularly monitored and updated to reflect changes in the law. Most importantly, Phi Mu Delta's risk management policies are in place to keep our members and their guests as safe as possible. We are committed to the prevention of hazing, mature and responsible use of alcohol, and the elimination of sexual assault and harassment.

### 1. Don't break the law

It's pretty simple: the drinking age is 21 in all states, and anyone (a member, new member, or a guest) who consumes alcoholic beverages underage runs the risk. Chapters do not have liquor licenses and therefore cannot provide alcohol.

### 4. Don't serve to minors

It should go without saying that it is against the law to purchase for or serve to someone who is under 21 years of age. AGAINST THE LAW = RISK.



### 6. No co-sponsorship with distributors

The chapter is equally liable if they co-sponsor an event with a vendor/tavern where alcohol is present, given away, or sold to those present, even if the event doesn't take place at a bar.

### 9. No drinking games

Just like bulk quantity in #2, Drinking games ENCOURAGE HIGH RISK DRINKING, which increases the risk of an accident. Chapters that don't permit, tolerate, encourage, or participate in such antics significantly reduce their risk.

### 2. No chapter purchase or bulk quantities

No funds collected by the chapter in any form, including dues or "passing the hat," can be used for the purchase of alcohol. THE CHAPTER IS NOT A TAVERN, so we shouldn't be in the business of providing alcohol.

### 5. No illegal drugs in the chapter!

This one is cut and dry. There is ZERO TOLERANCE for chapters who have illegal drugs or controlled substances on chapter premises or at chapter events.

### 7. All or nothing rule

Any chapter that co-sponsors or co-finances an event with other chapters/organizations is equally liable for an incident if any of the other groups purchase alcohol. That means the chapters SHARE THE RISK even if they are following every other part of the FIPG Policy.



### 3. No open parties

Know who your guests are! The chapter roster or a list of Facebook friends does not constitute a guest list.



### 8. Dry rush & recruitment

Any individual expected to make a life-changing choice (accepting a bid) cannot be counted upon to make an educated decision when under the influence of alcohol. Additionally, if alcohol is the only selling point the chapter has to a prospective member, then it is time for the chapter to rethink why they exist.

### 10. Dry new member activities

Like "dry" rush/recruitment in #8, THERE CANNOT BE ANY ALCOHOL INVOLVED WITH THE DEVELOPMENT OF NEW MEMBERS, even if a new member is of legal drinking age. Most new members are under the legal drinking age anyway, which means it's not only illegal, but it makes the risk and liability especially high.



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### No Hazing Policy

Hazing is against Phi Mu Delta policies and illegal in most states/ More importantly, it goes against the values of Phi Mu Delta Fraternity. New members have equal rights and privileges as soon as they accept their bids - treat them as such.



### What is hazing?

Any action taken or situation created (intentionally or unintentionally) that produces mental or physical discomfort, harassment, ridicule, or embarrassment. Rule of thumb: if you wouldn't want to share your activities with the campus, National staff, or family, it's not a positive activity.

### What is a chapter event?

If it walks like a duck, quacks like a duck, it's safe to assume it's a duck. If a reasonable observer would think it's a PMD event, it's a PMD event - regardless of the location.



### Sexual Assault & Harassment

Phi Mu Delta men are men of character. The fraternity will not tolerate or condone any form of sexist or sexually abusive behavior on the part of its members, whether physical, mental or emotional.

### Don't be "that guy!"

All humans deserve our respect and dignity. Don't be "that guy," and participate or condone actions which are demeaning to any individual, ranging from but not limited to verbal harassment to sexual assault by individuals or members acting together.

### Don't Burn the House Down!



1. Always follow the fire code & get the house inspected!
2. No firearms, fireworks, or explosive devices.
3. No candles in rooms/common spaces, only use them for initiation!
4. Comply with engineering recommendations as reported by the insurance company or municipal authorities.

### Prepare for Emergencies

All chapters should post by common phones and in other locations emergency numbers for fire, police and ambulance and should have posted evacuation routes on the back of the door of each sleeping room.



### Keep All Members Knowledgeable & Reminded



- Review these policies within the first 4 weeks of the semester
- Be sure to inform new members during new member orientation



# Phi Mu Delta Fraternity

## PLANNING BYOB EVENTS

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### Aren't BYOB events too complicated?



Not really - In fact, once you understand how to run BYOB events, they're easier!

#### Theme:

Use your common sense and be appropriate - don't be disrespectful or degrading to any person or population.



#### Guest List:

If there are non-members attending, you need a guest list! The ratio is two guests per brother and do not exceed the fire code of the building.

### Food & Other Beverages

Provide non-alcoholic beverages and non-salty food for your guests and brothers. It should be free for all attendees and contained in one centralized location.



Maximum of 6, 12-ounce cans, plastic bottles, wine coolers/ malt beverages per person.



No glass bottles.

### Wristbands:

Have some mechanism to identify who is of legal drinking age and who is not. Give wristbands (non-adjustable, event specific) to those over 21. Only those with the wristband can consume alcohol.

### Types and Amounts of Alcohol:

No mass quantities: Kegs, cases, 12-packs, or common containers



No liquor, hard alcohol, or shots.



### What is a chapter event?



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#### Entrance:

ONE, controlled, well-lit entrance with security (either a company or responsible brothers.

IDs are checked for proof of age and identity - only those that are invited can attend and only those of age can drink.



### Security:



Older members in the chapter should be charged with regulating the event. There should be 1 monitor for every 10-15 people and they should wear specialty clothing to be easily identified.

No drinking games or other activities that encourage inappropriate drinking behaviors.

No beer bongs, party balls, pitches, tumblers, water bottles, or other containers.

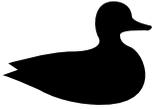


# Phi Mu Delta Fraternity

## PLANNING THIRD PARTY VENDOR EVENTS

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### What is a chapter event?



If it walks like a duck, quacks like a duck, it's safe to assume it's a duck.

If a reasonable observer would think its a PMD event, it's a PMD event - regardless of the location.



### Guest list?

If non-members are planning to attend, you need a guest list! Each brother can have 2 guests and cannot exceed the fire code of the building. Your guest list should have the names and birthdates of all attendees.

### Managing the event

- Work the door and check IDs - work with the security at the vendor to check IDs against the guest list.
- Mark guests that are 21+ with wristbands or stamps.
- Sober monitors - There should be 1 monitor for every 10-15 people and they should wear specialty clothing to be easily identified.
- Transportation - decide if and how to provide transportation from the event to prevent drinking and driving.



### What is a third party vendor?

A third party vendor will...

- Be licensed to sell and serve alcohol in your state, county, and/or city.
- Have a minimum of \$1,000,000 of general liability and should name the chapter as an additional insured and certificate holder.
- Agree to cash or credit, per drink sales only to individuals over the drinking age (i.e. a cash bar).

### The vendor should agree to...

- Checking identification cards upon entry;
- Not serving to minors;
- Not serving individuals who appear to be intoxicated;
- Maintaining absolute control of ALL alcoholic containers present;
- Collecting all remaining alcohol at the end of a function (no excess alcohol — opened or unopened — is to be given, sold or furnished to the chapter); and
- Removing all alcohol from the premises.

