



# RISK MANAGEMENT POLICY OF ALPHA DELTA PHI

## INTRODUCTION

The Risk Management Policies of Alpha Delta Phi are intended to provide education and guidance to chapter officers in performing their responsibilities. Individual chapter members and officers are responsible for being familiar with these policies.

**Failure to abide by the Fraternity's Risk Management Policies can result in the loss of any insurance coverage that may otherwise be available under the Fraternity's insurance policy. It may also result in the loss of your chapter's charter and, in very extreme cases, your individual membership.**

## ALCOHOL & DRUGS

In any activity or event sponsored, co-sponsored, or endorsed (or having the appearance of being sponsored, co-sponsored, or endorsed) by the chapter/organization, including those that occur on or off organizational/chapter premises:

1. Alpha Delta Phi chapters, members and guests must comply with all federal, state, provincial, and local laws. No person under the legal drinking age may possess, consume, provide, sell or be provided alcoholic beverages.
2. Alpha Delta Phi chapters, members, and guests must follow the federal law regarding illegal drugs and controlled substances. No person may possess, use, provide, distribute, sell, and/or manufacture illegal drugs or other controlled substances while on organizational/chapter premises or at any activity or event sponsored or endorsed by the chapter/organization.
3. Alcoholic beverages must either be: (1) provided and sold on a per-drink basis by a licensed and insured third-party vendor (e.g., restaurant, bar, caterer, etc.); or (2) brought by individual members and guests through a bring your own beverage ("BYOB") system.

4. The presence of alcohol products above 15% alcohol by volume ("ABV") is prohibited on any Alpha Delta Phi premises or at any event, regardless of the legal age of the member or guest, except when served at an event by a licensed and insured third-party vendor.
5. Common sources of alcohol (ie. kegs, party balls, jungle juice, etc), including bulk quantities, which are not being served by a licensed and insured third party vendor, are prohibited (i.e., amounts of alcohol greater than what a reasonable person should consume over the duration of an event).
6. Alcoholic beverages must not be purchased with organizational funds or funds pooled by members or guests (e.g., admission fees, cover fees, collecting/transferring funds through digital apps, etc.).
7. Chapters may not co-host or cosponsor, or in any way participate in, an activity or event with another group or entity that purchases or provides alcohol, illegal drugs or controlled substances.
8. Chapters may not co-host or cosponsor an event with a bar, event promoter, or alcohol distributor; however, a chapter may rent a bar, restaurant, or other licensed and insured third-party vendor to host a chapter event.
9. Attendance by non-members at any event where alcohol is present must be by invitation only, and the chapter must utilize a guest list system. Attendance at events with alcohol is limited to a guest-to-member ratio not to exceed 3:1 and must not exceed local fire or building code capacity of the chapter premises or host venue. Open parties, meaning those with unrestricted access by non-members of the fraternity, without specific invitation, where alcohol is present, are forbidden.
10. Any event or activity related to the new member joining process (e.g., recruitment, intake, rush, etc.) must be substance free. No alcohol or drugs may be present if the event or activity is related to new member activities, meetings, or initiation into Alpha Delta Phi including but not limited to "bid night," "Big/Little" events or activities, "family" events or activities, and any ritual or ceremony.
11. Alpha Delta Phi chapters, members, and guests must not permit, encourage, coerce, glorify or participate in any activities involving the rapid consumption of alcohol, such as drinking games.

## **HAZING**

Alpha Delta Phi and its members must comply with all federal, state, provincial, and local laws regarding hazing.

The term “hazing” means any intentional, knowing, or reckless act committed by a person, whether individually or in concert with other persons, against any individual or group of individuals, regardless of affiliation, whether or not committed on chapter/organizational property, for the purpose of recruiting, joining, pledging, initiating, admitting, affiliating, or for the purpose of retaining membership in an organization that causes an individual or group of individuals to do any of the following, regardless of a person’s willingness to participate:

- a. Be coerced to violate federal, state, provincial, local law, or [organizational] policy.
- b. Be coerced to consume any food, liquid, alcoholic liquid, drug, or other substance in any non-customary manner which subjects the individual or group of individuals to a substantial risk of emotional or physical harm which includes but not limited to sickness, vomiting, intoxication, or unconsciousness.
- c. Endure brutality of a physical nature, including but not limited to whipping, beating, paddling, branding, dangerous physical activity, or exposure to elements or endure threats of such conduct that results in mental or physical harm.
- d. Endure brutality of a mental nature, including but not limited to activity adversely affecting the mental health or dignity of the individual, sleep deprivation, exclusion from social contact or conduct that could result in extreme embarrassment or endure threats of such conduct that results in mental or physical harm.
- e. Endure any other activity which adversely affects the health and safety of an individual, including but not limited to the disruption of academic performance or class attendance, required designated driving programs, line ups, calisthenics, or personal, physical, or financial servitude.

## **SEXUAL MISCONDUCT**

Alpha Delta Phi chapters, members, and guests must comply with all federal, state, provincial, and local laws related to sexual misconduct. This is including, but not limited to, definitions around consent, sexual violence, sexual harassment, domestic violence, dating violence, stalking, and sexual exploitation.

The employment or use of strippers, exotic dancers or similar, whether professional or amateur, at any fraternity activity or event as defined in this policy is prohibited.

## **ASSAULT & BATTERY**

In any activity or event sponsored or endorsed by the [chapter/organization], including those that occur on or off Alpha Delta Phi/Chapter premises, no chapter, member or guest shall engage in assault and battery, as defined in the state statutes in which the activity or event occurs.

## **FIREARMS, EXPLOSIVES, OR INCENDIARY DEVICES**

Alpha Delta Phi and its members must comply with all federal, state, provincial, and local laws and campus policy as it related to firearms or explosive or incendiary devices.

Any projectile propulsion devices are prohibited at any event sponsored or endorsed by the chapter, including those that occur on or off organizational premises. This includes, but is not limited to, three person slingshots, crossbows or potato guns.

## **PROHIBITED EVENTS**

The following events are prohibited on Alpha Delta Phi property or at Alpha Delta Phi events:

- The use of self-constructed pools, bodies or water, slip-and-slides, or similar on chapter premises
- Mud bowls
- Boxing
- Wrestling
- Mechanical bulls
- Bungee jumping
- Sky diving
- Parachute jumping
- Bouncy houses

## **TEMPORARY STRUCTURES**

Any temporary structures, including stages, bridges or similar structures, at any Alpha Delta Phi events whether on Alpha Delta Phi property or located elsewhere, must be constructed by licensed professional contractors with proof of acceptable general liability coverage.

## **TRANSPORTATION OPTIONS**

Alpha Delta Phi permits several methods of transportation to and from events.

### Chartered Transportation

In the event the organization holds an event with alcohol away from the college or university area, it is suggested all members and guests attending travel to and from the event by a licensed and insured commercial transportation vendor (e.g. bus or large vans).

If the organization hires a vendor to transport members and guests, the vendor must meet the following requirements:

1. Commercial Auto Insurance that provides coverage for transporting people and property for a fee.
2. Commercial Auto Insurance that provides, at a minimum, primary coverage of \$1,000,000 combined single limit for bodily injury and property damage.
3. A professional driver who has a current valid commercial vehicle operator's license in the state in which the driver is located.

When commercial transportation is used, for BYOB events, no alcohol will be transported in the passenger compartment of the vehicle.

For Third-Party Vendor events, no alcohol is allowed in the chartered transportation.

#### Public Transportation

For events held within the college or university area, an organization can utilize public transportation services including but not limited to taxi, Uber, Lyft, subway, campus bus, or city bus.

#### Designated Driver Program

- Designated driver programs are allowed when they are associated with Alpha Delta Phi, are voluntary with members and associate members and the event is held within the college or university area.
- Required Designated Driver utilizing only associate members is prohibited.
- Members should not participate in designated driver programs for events held by other organizations.

### **PERSONAL PROPERTY**

Use of personal property in Fraternity activities shall be strictly voluntary and the sole responsibility of the owner. The Fraternity assumes no liability or responsibility for any loss or damage to any personal property of members even if used in conjunction with Fraternity activities.

### **CONTRACTS**

All contracts are executed in name of the local chapter for Alpha Delta Phi Fraternity (ex. Wisconsin Chapter of Alpha Delta Phi Fraternity).

### **RETALITATION**

Alpha Delta Phi prohibits retaliation against any individual – members and non-members – for reporting, inquiring, or cooperating with a report around a violation of the Risk Management Policy.

Retaliation is any action, statement, or behavior that is designed to punish an individual for filing a compliance report, cooperating with a compliance investigation, seeking guidance regarding a compliance concern, or to deter one from taking such action.

## **POLICY DISTRIBUTION**

Alpha Delta Phi shall distribute its Risk Management Policy on an annual basis. A copy of the Risk Management Policy is always available on the website at [www.alphadeltaphi.org/resources](http://www.alphadeltaphi.org/resources) and via the Resource Center in Xaipe Connect.

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*Approved by the Board of Governors May 2016 and amended August 2019.*

## **HOW TO REPORT**

Alpha Delta Phi Fraternity has a Code of Conduct [insert actual name] which outlines its disciplinary policy and procedures. To report a violation of the Risk Management Policy, please utilize one (or more) of the options below:

- In case of an emergency, call 911.
- Contact local Chapter President to report.
- Contact Chapter Advisor to report.
- Alpha Delta Phi Fraternity has a hazing hotline specifically to report hazing: 1-888-NOT-HAZE
- Call the Executive Office at 508-226-1832 during business hours to report.
- Contact university/college resources (campus police, Fraternity/Sorority Office, Dean of Students, Title IX office, etc.)