



THINKING AHEAD ABOUT... **SOBER MONITORS**

Sober monitors have the important responsibility of helping to monitor chapter social events in order to provide a safe social environment. They are charged with monitoring social events and following the Alpha Delta Phi Fraternity risk management policy, as well as the policies of other chapter(s) or organizations that are co-hosting the event. This resource is intended to help a chapter think through how to set up an effective sober monitor/officer system.

EXPECTATIONS OF SOBER MONITORS

- Monitors are not to consume alcohol for a reasonable amount of time prior to and during the social event.
- One monitor for every 15 guests is recommended.
- One sober student officer for each event is recommended.
- If the event is co-sponsored between a sorority and fraternity, both male and female monitors may be used to ensure the safety of all guests and all applicable rules are applied to men and women equally.
- Monitors should be older members of all participating organizations who will serve as general monitors or service monitors at the service distribution center. New members should not be serving as monitors.
- Monitors should meet with the Risk Manager/Social Chairman before the event begins to discuss role/scope of responsibility and stations for the event.
- Specialty clothing should be worn by the monitors and sober officer to set them apart from the rest of the attendees (ex. highly visible t-shirts, vest or jackets).
- The chapter President, Risk Management Chairman, and Social Chairman should limit their use of alcohol (if consuming at all and if of legal drinking age) during social events so they can, along with the monitors, ensure that a safe social environment is maintained.



THINKING AHEAD.

SOBER MONITOR/OFFICER STATIONS

- There should be a sober monitor at every exit/entrance to the building.
- There should be a minimum of two sober monitors at the main entrance of the event (and there should only be one entrance for the event).
- There should be a sober monitor stationed at any part of the house/venue that is restricted to members and guests.
- There should be monitors walking around the event.

RESPONSIBILITIES OF THE SOBER MONITORS/OFFICER

- Sober Monitors at the entry of the event are responsible for checking identification cards and guest list upon entry to the event. There should be a system for identifying members and guests who are over the legal drinking age (ie. 21+ years old).
- All monitors must fully understand emergency protocol. If an emergency situation arises, the monitor should be able to call 911 if appropriate and ask for assistance in ending the social function and have guests leave the party.
- Monitors should be prepared to exercise their right to deny access to the event to anyone who they think is already impaired by alcohol or other drugs or wearing offensive costumes, even if the person is on the invitation list.
- Monitors should be prepared to ask members/guests to leave if they become too intoxicated and behave inappropriately. If they are uncooperative, call the police.
- Monitors should respond to any disruptions that take place at the event.
- Monitors should be prepared to notify hired security (if applicable) if they see a situation that requires attention.
- Monitors should prevent guests from leaving with alcohol.
- Monitors should be prepared to find alternate transportation home for impaired guests (cab or ride-share program such as Uber/Lyft is preferred).

THINGS FOR YOUR CHAPTER TO CONSIDER

- How will the monitors and officer be selected for each social event? Rotation, volunteer, etc..?
- How many monitors will you have for the event?
- What specialty clothing will monitors and the sober officer wear?
- Which officer is responsible for meeting monitors and review responsibilities prior to the event?
- What are the specific responsibilities for the monitors and officers?

HIRED (THIRD-PARTY) SECURITY

Depending on type of event, size of event, venue, etc., hiring licensed security is recommended. Off-duty police officers are preferred when and where possible, but if you hire an outside security company, the Security Vendor Checklist on website (www.alphadeltaphi.org/membereducation) will be useful in that process. One security person for each 100 guests is recommended.

Adapted from the NIC BYOB Resources

Holmes Murphy offers this educational information to provoke thought and discussion and it should not be viewed as a mandate or requirement.

We view part of our role as an insurance and risk management professional to anticipate your needs and educate you in an effort to complement the organization's loss prevention and control efforts, not replace the decision-making autonomy of our client organizations. We hope you find this educational piece to be of value and stand ready to discuss it further with you or any of your constituents.

For more information follow Holmes Murphy on social media



Like us on Facebook
at Holmes Murphy
Fraternal Practice



Follow us on
Instagram
@HolmesMurphyFS



Follow us on Twitter
@HolmesMurphyFS



(800) 736-4327

HOLMESMURPHYFRATERNAL.COM