

Interfraternity Council (IFC)/Panhellenic Council (PHC) Risk Management Policy University of Illinois at Urbana-Champaign Revised: February 2024

I. Purpose

- A. This document is intended to establish expectations on hosting safe events and outline IFC/PHC policies. All chapters are to be familiar with and follow all state and local laws, university policies, as well as be familiar with and adhere to their own inter/national risk management policy.

II. Alcohol and Drugs Policies

In any activity or event sponsored or endorsed by the chapter, regardless of location:

- A. The chapter/organization, members and guests must comply with all federal, state, provincial and local laws. No person under the legal drinking age may possess, consume, provide or be provided alcoholic beverages.
- B. The chapter/organization, 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 chapter/organizational premises or at any activity or event sponsored or endorsed by the chapter/organization.
- C. 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.
- D. The presence of alcohol products above 15% alcohol by volume (“ABV”) is prohibited on any chapter/organization premises or at any event, except when served by a licensed and insured third-party vendor.
 1. The presence of empty containers of prohibited alcohol products assumes the presence of said products.
- E. Common sources of alcohol, 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).
- F. Alcoholic beverages must not be purchased with chapter/organizational funds or funds pooled by members or guests (e.g., admission fees, cover fees, collecting funds through digital apps, etc.).
- G. A chapter/organization must not co-host or co-sponsor, or in any way participate in, an activity or event with another group or entity that purchases or provides alcohol.

- H. A chapter/organization must not co-host or co-sponsor an event with a bar, event promoter, or alcohol distributor; however, a chapter/organization may rent a bar, restaurant, or other licensed and insured third-party vendor to host a chapter/organization event.
- I. Attendance by non-members at any event where alcohol is present must be by invitation only, and the chapter/organization must utilize a guest list system. Attendance at events with alcohol is limited to a 3:1 maximum guest-to-member ratio, and must not exceed local fire or building code capacity of the chapter/organizational premises or host venue.
- J. 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 an organization, including but not limited to “bid night,” “big/little” events or activities, “family” events or activities, and any ritual or ceremony.
- K. The chapter/organization, members or guests must not permit, encourage, coerce, glorify or participate in any activities involving the rapid consumption of alcohol, such as drinking games.
- L. All functions in which more than one chapter is involved MUST take place at a third party vendor.
- M. All philanthropy events must be alcohol free.

III. Kolusis Program

A. Peer Observation

1. Kolusis observers will be allowed to enter a social function after providing appropriate identification.
2. Chapter members are expected to respect and cooperate with Kolusis observers at all events.
3. It is the chapter’s responsibility to ensure that 3rd party vendors allow Kolusis observers to enter the establishment without paying for entry and without waiting for an unreasonable amount of time.
4. Kolusis reserves the right to observe events multiple times.
5. Kolusis observers must have access to all areas of an event where guests are present.
6. A copy of the observation form will be sent to both IFC/PHC VP’s of Risk Management and an email address provided by the sober monitors at the event.

7. Chapter leadership is expected to report any unethical behavior of Kolusis observers to the VPs of Risk Management.

B. Registration

1. All social events at which alcohol will be present must be registered on either council's website at least 5 days in advance.
 - a) All participating/co-sponsoring chapters must register the event individually.
 - b) Chapters may not intentionally register events improperly.
 - c) Chapters may not exceed 3 late registrations in one semester.
 - d) Any event registered less than 24 hours in advance will be treated as an unregistered event.
 - e) Any changes to event registration details less than 24 hours in advance will be treated as a late registration.
2. All participating chapters must provide the names of 3 initiated chapter members who must be present and sober for the whole duration of the event.
 - a) Forging of signatures on Kolusis Event Observation Forms will not be permitted.
 - b) The signatures must match the names that were registered.
3. All participating chapters must provide the theme of the event at the time of registration.

- C. Violations of risk management policy as outlined in this document may result in referral to respective council's or University's disciplinary processes.

IV. Education

- A. The President, Risk Manager, and Social Chair of each chapter shall attend one of the Risk Management Workshops held at the beginning of each semester and sign the Risk Management Contract prior to hosting registered social events.