



Interfraternity Council

MASSACHUSETTS INSTITUTE *of* TECHNOLOGY

Massachusetts Institute of Technology
Interfraternity Council Policy for Risk Management

Revised October 11, 2014

I. Preamble

The purpose of this policy is to create a set of guidelines that assist fraternities in reducing the risk for potential harm to its members, affiliates, guests, and the public. The conduct of fraternity members needs to represent an awareness of the purpose of this policy. It is essential that we monitor the behavior of those within our community, holding individuals and organizations accountable for their actions.

In addition to the policies set forth in this document, all fraternities must follow the policies of MIT, the respective Inter/national organizations of its members, contractual obligations, and all applicable local, state, and federal laws, statutes, and regulations. Should any of these aforementioned obligations be in conflict with this policy, the conflicting section of this document shall be considered void and the obligation shall take precedence.

II. Alcohol

A. Fraternities are responsible for insuring that the possession, sale, use, or consumption of alcoholic beverages, while on chapter premises or during a fraternity event, any situation sponsored or endorsed by the chapter, or in any event an observer would associate with a fraternity, is in compliance with all MIT, local, state, and federal laws, statutes, and regulations.

B. No alcoholic beverages may be purchased through chapter funds.

C. The purchase or use of a bulk quantity of common sources of alcoholic beverages, such as kegs, mini-kegs, or “beer balls”, is prohibited.

D. No member shall purchase for, serve to, or sell alcoholic beverages to a minor.

E. All rush activities associated with any chapter must be dry.

F. No alcohol shall be present at any pledge activity or ritual of the chapter.

G. Fraternities shall not have a tap system or kegs present in their house at any time.

H. When hosting events with alcohol, all fraternities must follow the guidelines for hosting events.



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III. Illegal Drugs or Controlled Substances

A. The possession, sale, use, distribution, or manufacturing of any illegal drugs or controlled substances is strictly prohibited.

IV. Hazing

A. No chapter, colony, student, or alumnus shall conduct nor condone hazing activities.

B. Massachusetts State Law defines hazing as: “any conduct or method of initiation into any student organization, whether public or private, which willfully or recklessly endangers the physical or mental health of any student or other person.” Such conduct includes (but is not limited to) beating, kidnapping, branding, or the forced consumption of any food, liquor, beverage, drug, or other substance.

V. Sexual Abuse and Harassment

A. Fraternities shall not tolerate or condone any form of sexist or sexually abusive behavior on the part of its members, whether physical, mental, or emotional. This is to include any actions that are demeaning to women or men. Fraternities shall comply with and support the Institute policies on Harassment and Sexual Misconduct available in the Mind and Hand Book.

VI. Fire, Health, and Safety

A. All fraternities must be inspected and licensed by the appropriate city agencies.

B. All fraternities must comply with all health and safety codes.

C. All fraternities should comply with engineering recommendations as reported by the insurance company.

D. All fraternities must respect the maximum capacity of their chapter house, as determined by the FSILG Social Event Policy. This number will be the maximum number of individuals allowed in the chapter at any given time.

E. The possession and/or use of firearms or explosive devices of any kind within the confines and premises of the chapter house are forbidden.

VII. Roles of IFC and Chapter Risk Managers

A. The IFC Risk Manager shall oversee the implementation of this policy and will work with member organizations toward compliance with this policy and towards initiatives to further reduce risk.



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B. The Member Organization Risk Manager shall work with the IFC Risk Manager to maintain a written risk management policy and written emergency response plan. He or she will also ensure that the organization complies with this policy.

VIII. Event Registration

A. All events must be registered with the IFC according to the rules outlined in the FSILG Social Event Policy. As of this writing, the Social Policy requires that events must be registered by 3pm on the Thursday before the event is scheduled to take place (events on Thursday must be registered by 3pm on the preceding Thursday). The Social Policy's requirements shall supersede the requirements listed here.

IX. Risk Management Consultants (RMCs)

A. RMCs will visit each event at least once over the course of the event.

B. RMCs will inform the chapter President and/or Risk Manager of any violations of IFC policies and procedures, as well as any pertinent laws and statutes contained in IFC documentation. If there are still outstanding violations at this time, the GRA on-call must be notified. The GRA on-call will write a report to the FSILG Office, the relevant governing board, and the appropriate governing council for adjudicatory follow-up. The GRA on-call also has the power to shut down an event.

C. After the event the RMC will inform the IFC Risk Manager of violations of IFC policies and procedures and whether or not after being informed the chapter took action to correct such violations. In addition, the report shall include a personal commentary on the event. This shall include a description of any situation that while not in direct violation of the policies or statutes presented a risk to the well-being and safety of the chapter.

X. Enforcement

A. All violations of IFC Policy will be afforded due process by the IFC or the Director of the Office of Student Citizenship.

Procedures for Events with Alcohol

I. Qualifications for Events with Alcohol

A. The President, Vice President, Social Chairs, Risk Manager, and New Member Educator must all be PartySafe trained.

B. Two thirds of the active members (including new members) must complete the PartySafe risk



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management/server training.

D. Each semester, the President, Risk Manager, and Social Chairs of each fraternity must all attend the Risk Management Roundtable or that fraternity will not be allowed to register events until a make-up session is completed.

E. All fraternities should have at least two members CPR trained.

F. All of the above trainings and events must be completed by a date set by the IFC Executive Board.

II. Admittance

A. Each entrance and exit to an event must be monitored by at least one non-consuming individual.

B. Efforts shall be made to determine the level of intoxication of every entrant and no visibly intoxicated individual may be admitted to an event.

C. Fraternities are responsible for keeping an accurate list of the name and over/under 21 status of all attendees to a party.

D. Guests lists must be compiled ahead of time, subject to the rules outlined in the FSILG Social Event Policy.

E. Those guests who are of legal age and who wish to drink must show proof of age, and then be fitted with a wristband.

F. Those that do not show proof of age to drink must have a non-washable mark placed on the same hand that would otherwise have a wristband applied.

G. All events must be limited to the safe capacity of the event location as described in the FSILG Social Event Policy. An accurate account must be kept as to the number of guests currently in an event; the IFC Risk Manager will provide capacity “clickers” upon request. An accurate count of the number of individuals inside the chapter's house must be presented to IFC Risk Management Consultants his/her inspection.

H. Guests are prohibited from entering a party with personal alcohol and/or illicit substances; all guests must be checked for these substances prior to entry. An exception to this rule is to be made only if a chapter is conducting a BYOB event as described in Section VI.

III. Control of Alcohol

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Alpha Delta Phi · Alpha Epsilon Pi · Chi Phi · Delta Kappa Epsilon · Delta Tau Delta · Delta Psi · Kappa Sigma

Nu Delta · Phi Beta Epsilon · Phi Delta Theta · Phi Kappa Sigma · Phi Kappa Theta · Phi Sigma Kappa · Pi Kappa Alpha · Pi Lambda Phi · Sigma

Alpha Epsilon · Sigma Chi · Sigma Nu · Sigma Phi Epsilon · Tau Epsilon Phi · Theta Chi · Theta Delta Chi · Theta Xi · Zeta Beta Tau · Zeta Psi



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- A. The event monitors must be non-consuming and present until their duty for the event has ended.
- B. All servers and carriers of alcohol must be PartySafe certified, be 21 years old or older, and remain non-consuming until their duty for the event has ended.
- C. Alcohol must be attended at all times.
- D. Alcohol should not be served to any individual who does not have a proper wristband, whose hand has been marked as an underage guest, or who is not of the age of 21. In addition, no alcohol should be served to an individual who is visibly intoxicated. Party monitors shall monitor the event for guests distributing alcohol or for underage guests possessing alcohol, and will deal with such guests accordingly.
- E. No more than one drink can be served to a guest at one time.
- F. Event monitors must dispose of all unattended alcohol containers.
- G. No hard alcohol can be present at any event.

IV. Event Logistics and Planning

- A. Postering for events is prohibited. This includes all forms of print media, including, but not limited to, posters, flyers, pamphlets, booklets, and signs. What constitutes prohibited advertising is determined at the discretion of the IFC Risk Manager.
- B. Mass digital advertisements for events are prohibited. This includes, but is not limited to:
 - 1. Mass e-mails.
 - 2. Searchable Facebook events and groups: events must be secret and hosted by individual brothers with invites issued only by brothers and to individuals.
- C. Public announcements on individual members' online accounts are prohibited.
- D. Rules for paper and digital advertising apply to all communities and environments, not just the physical environment of MIT campus nor the online realm of MIT (such as emails, websites, networks, and groups).
- E. Service of alcohol must end 30 minutes prior to the scheduled ending of the event.
- F. When an event closes, the doors must be shut, and no new guests should be allowed into the event:
 - 1. Events in Cambridge must close by 1 am.



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2. Events in Boston and Brookline must close by 2 am.

G. The event must comply with all other pertinent rules and regulations including MIT policy, Massachusetts State Law, and the IFC Community Relations By-Laws.

H. Non-alcoholic beverages and food must be readily available and accessible.

V. Monitors

A. There must be at least one party monitor per 15 guests per room of the party, as required by the FSILG Social Event Policy. The FSILG Social Event Policy's requirements on this issue shall supersede this policy's requirements should the two conflict.

B. The Risk Manager, and either the President, Vice President, or Social Chair must serve as a party monitor, but will not count towards the total number required in part A.

C. All party monitors must be non-consuming until their duty for the event has ended and be PartySafePlus trained.

D. All events should have at least one party monitor outside of the house to ensure that there are no problems outside of the residence and to prevent intoxicated persons from entering.

VI. BYOB Procedures

Although a BYOB procedure is not required by this risk management policy, Chapters are recommended to conform to the following procedures in order to comply with national FIPG standards and/or the national standards of their Fraternities.

A. Only guests of legal drinking age may check beverages at the door. A maximum of six 12 oz beer cans or four 16 oz beer cans or four wine coolers may be checked in per person. NO hard liquor may be allowed into the event.

B. The door guard will take the beverages and have them delivered to the serving area.

C. The door guard will give the guests tickets, which correspond to the number of drinks the guest has checked.

D. When the guest wants a drink, the bartender will make one mark on the wristband of the guest, take a ticket, and give the guest a drink. No visibly intoxicated guests may be served. Once the guest has six marks on their wristband, the wristband must be removed and they must not be served any more



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alcohol. E. Unused alcohol shall not be returned to a guest immediately following the party, but can be picked up the following day.

Procedures for Events without Alcohol

I. General Procedures for Events without Alcohol

- A. All events with more guests in attendance than brothers must be registered with the IFC
- B. Event registration information will be shared with the FSILG office.

II. Admittance

- A. Each entrance and exit to an event must be monitored by a non-consuming individual.
- B. No visibly intoxicated or disruptive individual may be admitted to an event.
- C. Fraternities are responsible for keeping an accurate list of the name of all attendees to a party.
- D. A guest list must be compiled ahead of time according the FSILG Social Event Policy.
- E. All events must be limited to the safe capacity of the event location as described in Section VI, Part D. This capacity must be registered with the IFC as described in Section VIII. An accurate account must be kept as to the number of guests currently in an event; the IFC Risk Manager will provide capacity “clickers” upon request. An accurate count of the number of individuals inside the chapter's house must be presented to IFC Risk Management Consultants his/her inspection.

III. Alcohol

- A. There can be no alcohol or containers for alcohol in any area of the venue that a guest can access. The only exception to this is large, established collections of empty bottles.

IV. Event Logistics and Planning

- A. Print advertisements are allowed provided the advertisements do not portray any Greek organization in a negative light.
- B. Print advertisements are not to use alcohol, illegal substances, controlled substances, illegal activities or the suggestion of any of these as a means to attract guests. What constitutes suggesting any of the above is at the discretion of the IFC Risk Manager.
- C. In addition print advertisements must be in good taste. What constitutes good taste is at the



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discretion of the IFC Risk Manager.

- D. Digital advertisements for events are allowed provided they conform to the same standards as print advertisements.
- E. Any print media that is displayed on the MIT campus must conform to ASA regulations.
- F. When an event closes, the doors must be shut, and no new guests should be allowed into the event.
- G. Events in Cambridge must close by 1 am. Events in Boston must close by 2 am.
- H. The event must comply with all other pertinent rules and regulations including MIT policy, Massachusetts State Law, and the IFC Rush Rules (when applicable). Should any of the above conflict with this policy the conflicting section of this policy will be deemed as void.

V. Monitors

- A. There must be at least one party monitor per 50 guests per room of the party or 4 party monitors, whichever is greater. The FSILG Social Event Policy's requirements on this issue shall supersede this policy's requirements should they diverge.
- B. Either the President, Vice President, Risk Manager, or Social Chair must serve as a party monitor, but will not count towards the requirement described in part A.
- C. All party monitors must be non-consuming for at least 12 hours prior to the start of the event and remain non-consuming for the duration of the event.
- D. All events should have at least one party monitor outside of the house to ensure that there are no problems outside of the residence and to prevent intoxicated or dangerous persons from entering.

Policy during Non-Academic Periods

I. Policy

All portions of this policy remain in effect during non-academic periods. Protocols will be enforced as the IFC Risk Manager deems feasible.



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Policy Regarding Alcohol Inspections and Risk Management Consultants (RMC's)

I. General Guidelines

- A. Alcohol inspections for CPW and Rush will occur at the direction and scheduling of the IFC Judicial Committee Chair. Alcohol Inspections as part regular RMC inspections of social events, or of outstanding sanctioning will occur at the direction and scheduling of the IFC Risk Manager.
- B. An inspector will be assigned to a chapter, and will be given a window of time during which the inspection is to take place. The recommended time frame for sanctioning-related inspections is weekly, between Thursday and Sunday.
- A. The inspector, upon arriving at the chapter, will be accompanied on the inspection by a member of the chapter. Refusal to admit entry to the inspector in a reasonable timeframe will count as a failed inspection. What constitutes a reasonable timeframe is at the discretion of the inspector.
- C. The inspector will inspect every bedroom and common space in the house, including the RA's room. He will do so in the order of his choosing. The chapter will be responsible for opening any locked rooms or containers if requested.
- D. The inspection of each room will include, but not be limited to, the following points:
 - a. An overall, line-of-sight inspection of the room
 - b. An inspection of any closets in the room
 - c. An inspection of any refrigerators or freezers in the room
- E. The inspector will take care to be courteous, respectful, and unobtrusive throughout the inspection.
- F. Any alcohol that is found will be photographed, and its location will be documented.
- G. A chapter that is undergoing an inspection may file a complaint with the director of inspections (as outlined in Part A) should it feel that its assigned inspector is not conforming to the aforementioned procedures. Violations will be considered and adjudicated on a case-by-case basis.

II. Procedures Specific to Risk Management Consultants (RMCs):

- B. An RMC will visit each event at least once over the course of a registered event. Refusal to admit entry in a timely manner will count as a failed inspection.
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- C. The RMC will be escorted through the event by either the chapter President or the Risk Manager, or a member of the fraternity to whom the President delegates this task.
- D. The RMC will use the IFC Risk Management Checklist to guide his inspection. This list will be publicly available on the IFC website.
- E. The RMC will inform the chapter President and/or Risk Manager of any violations of IFC policies and procedures, as well as any pertinent laws and statutes contained in IFC documentation.
- F. If there are violations, it is expected that the chapter will take corrective action. The RMC will return to the event at a later time, with a GRA if the RMC deems it appropriate, to ensure compliance. If there are still outstanding violations at this time, the GRA on-call must be notified. The GRA on-call will write a report to the FSILG Office, the relevant governing board, and the appropriate governing council for adjudicatory follow-up. The GRA on-call also has the power to shut down an event.
- G. After the event, the RMC will inform the IFC Risk Manager of violations of IFC policies and procedures and whether or not after being informed the chapter took action to correct such violations. In addition, the report shall include a personal commentary on the event. This shall include a description of any situation that while not in direct violation of the policies or statutes presented a risk to the well-being and safety of the chapter.