

Name	Hospitality Policy
Reasons for Policy	<p>AthletesCAN is vitally interested in the health and safety of its employees, contractors, partners, stakeholders, members and guests and will make every effort to provide a safe and healthy environment while hosting social functions. This commitment is consistent with the Canadian Sport Policy 2012 Values of Safety, Excellence, Commitment, Respect and Ethical Behaviour.</p> <p>Excessive alcohol consumption can have serious adverse effects on the safety and well-being of AthletesCAN employees, contractors, partners, stakeholders, members and guests as well as members of the public and could result in inappropriate behavior that harms AthletesCAN's reputation and/or standing in the community. As such, AthletesCAN has developed this policy to help set standards and expectations for the organization's hosting activities, with specific attention on regulating the consumption of alcohol by employees, members and guests at said activities, including, but not limited to, the annual AthletesCAN Forum.</p> <p>AthletesCAN recognizes that alcohol is a frequent and socially acceptable element of many social settings and will strive to create a relaxed and social tone at AthletesCAN hosting activities while continuing to uphold the standards of the organization and this policy.</p>
Policy	<p>From time to time, AthletesCAN may host events at which alcoholic beverages may be available. During these events, AthletesCAN will:</p> <ul style="list-style-type: none"> • Ensure access to alcohol is limited to age of majority; • Monitor alcohol consumption; • Discourage over-consumption; • Offer alternatives to alcohol; • Mitigate risks once alcohol has been served and/or consumed; and • Take reasonable measures when guests appear intoxicated. <p>Guests to any of these functions must:</p> <ul style="list-style-type: none"> • Limit personal consumption to reasonable amounts so that alcohol does not impair their ability to behave in a responsible manner. <p>This Policy is consistent with and complimentary to the Code of Prohibited Conduct in Sport as set out by the Canadian Centre for Ethics in Sport.</p>
Scope of Policy	<p>This policy applies to all events hosted by AthletesCAN where alcohol is available.</p> <p>Employees and Board Members who choose to consume alcohol at AthletesCAN functions are expected to behave in accordance with AthletesCAN policies and Codes of Conduct, such as, but not limited to, the <i>Workplace Alcohol Policy</i>.</p>
Specific Measures and Requirements for Hospitality Functions	<p>At any events hosted by AthletesCAN where alcohol is available:</p> <ul style="list-style-type: none"> • Alcohol may be served and consumed only in designated areas or rooms such as the hospitality suite, formal dining or party area; • Alcohol is served by a bartender(s) or Smart Serve certified individual(s), who has/have been trained to avoid over-serving, to not serve customers who are under the age of majority, or not serve those who appear to be approaching intoxication; • Self-serving of alcoholic beverages is strictly prohibited; • Alcoholic beverages will be served for a restricted period of time; • Alcohol service must end no less than one hour prior to the end of the function; • One or more person is designated to monitor the party, the guests and consumption of alcohol, and report any unusual observations to the Executive Director (ED) or a member of the Human Resources (HR) Committee; <p>AthletesCAN will take reasonable steps to implement the following measures:</p> <ul style="list-style-type: none"> • If the event is held at a venue, ensure that the contract clearly states that the venue staff will identify

	<p>intoxicated employees or guests to employer representatives. Recognizing their expertise, liability in contracts should generally lie with the licensed restaurants, bars and other venues used;</p> <ul style="list-style-type: none"> • All employees and guests are asked to appoint a designated driver before the event begins; • Forms of entertainment that will shift the focus away from drinking during the event are provided; • Activities that require physical effort are limited, for these will only increase the likelihood of injury among the participants, especially those who have been drinking; • The employee or guest's spouse/family member is called to pick them up or the police if need be, if they are refusing to be reasonable.
Compliance	The ED or any member of the HR Committee of AthletesCAN is responsible for ensuring compliance with these guidelines.
Approval	This Policy was approved by the Board of Directors of AthletesCAN on September 14 th , 2015.
Review	The HR Committee will review this policy as needed and will make recommendations to the Board on any revisions, if warranted.