



## ALCOHOL SERVICE AND CONSUMPTION POLICY

Policy Area:	Administrative		
Policy Number:	ASCPL_2412R_AD/VPC		
Policy Sponsor:	College Financial Officer and Vice President, Corporate Services		
Policy Contact:	College Financial Officer and Vice President, Corporate Services		
Stakeholders:	Employees, Students, all members of the College Community and Visitors		
Authority:	<i>BC Liquor Control and Licensing Act College and Institute Act</i>		
Approval Authority:	Executive Team		
Approval Date:	December 18, 2024		
Effective Date:	January 6, 2025		
Replaces or New:	Alcohol Policy – Service and Consumption (2018)		
Last reviewed:	December 2024	Scheduled review date:	December 2029

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Procedures: *Procedures for Alcohol Service and Consumption*

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### 1. Policy Statement

The intent of this policy is to ensure the responsible service of alcohol at College-Related Activities. The College recognizes the consumption of alcoholic beverages is a matter of personal choice and expects each person to be responsible for their own conduct and to be mindful of the rights of others.

### 2. Purpose

The purpose of this policy is to communicate the expectations on the responsible provision and consumption of alcohol at College-Related Activities and External Events.

### 3. Scope and Application

This policy applies to any College-Related Activities where alcohol will be served. It applies to both internal and external attendees and organizers.

### 4. Definitions

<b>College Community</b>	Means Students, Employees, members of the Board of Governors of the College, contractors, volunteers and visitors.
<b>College-Related Activity</b>	Means an activity occurring on College property (including in student housing), at College sanctioned events or conducted under the authority of the College.

To be a College-Related Activity the activity must have a real and substantial connection to the College, or College-related functions, whether the activity occurred on College property, in person or online. In exceptional circumstances, incidents which do not occur on College property, or at College sanctioned events and are not conducted under the authority of the College may still be found to have a substantial connection to the College where they adversely affect the complainant's course of learning, teaching, or work, and may fall within the scope of this policy.

<b>Event Organizer</b>	Means a person (internal or external) who is responsible for organizing the logistics of an event.
<b>External Event</b>	Means an event held on College property but organized by an external Event Organizer.
<b>LCL Act</b>	Means the BC Liquor Control and Licensing Act.
<b>Private Place</b>	Means a building or part of it during a period in which the public does not have access. This includes venues that are generally open to the public, such as the theatre or the library, which may choose to close to the public to host a private invitation-only event.
<b>Service Area</b>	Means a designated physical location where serving alcohol is permanently licensed under the LCL Act.
<b>Special Event Permit</b>	Means a permit issued by the Province of BC under the LCL Act for the temporary service of alcohol.

## 5. Policy Principles

- 5.1 Alcohol may be served on College campuses subject to the requirements outlined in the LCL Act or any other applicable laws.
- 5.2 Any event involving alcohol may be cancelled at any time if the Event Organizer or the College believes that risks to members of the College Community are, have become, or are anticipated to become unacceptable.
- 5.3 Those who serve and those who consume alcohol on College premises and at College-Related Activities must act in a responsible manner, with due regard to the safety of all concerned.
- 5.4 Those who serve and those who consume alcohol on College premises and at College-Related Activities must comply with all legal requirements and all requirements of this policy.
- 5.5 On campus, alcohol may only be served at the following locations:
  - a) an area licensed as a Service Area under the LCL Act. At Okanagan College there are two Service Areas:
    - i) Kelowna Campus Cafeteria; and
    - ii) Kelowna Infusions Restaurant and Patio;
  - b) a location where a Special Event Permit has been issued in accordance with the LCL Act.
  - c) a location approved by the College for an event organized by the College for members of the College Community where a Special Event Permit is not required.

- d) a location approved by the College and for a College course or program in which the tasting of alcohol is part of the curriculum, for example, activities conducted in the Penticton campus Wine Sensory Lab.
- 5.6 The College does not permit any College-Related Activities or External Events where the intent and purpose of the event is to drink to the point of over-consumption.
- 5.7 All food and beverage services in a Service Area and in any location with a Special Event Permit must be provided or authorized by the College.
- 5.8 For a College-Related Activity, the Event Organizer is responsible for completing the steps outlined in the *Procedures for Alcohol Serving and Consumption* to confirm:
  - a) if a Special Event Permit **is** required and to acquire a Special Event Permit, or
  - b) if a Special Event Permit is **not** required to follow all the criteria for a private event.
- 5.9 All External Events are required to either use the College's licensed areas or seek permission to serve alcohol during the event booking process and must acquire a Special Event Permit as per the steps outlined in the Procedures.
- 5.10 For an External Event, the College's involvement shall be limited to the granting of permission to hold a licensed event on its premises. The Event Organizer shall be responsible for acquiring the Special Event Permit and for ensuring they complete the steps outlined in the *Procedures for Alcohol Service and Consumption*.
- 5.11 The Event Organizer is responsible for ensuring compliance with requirements outlined in the LCL Act or any other applicable laws.

## 6. Related Acts and Regulations

*BC Liquor Control and Licensing Act*  
*BC Liquor Control and Licensing Regulation*

## 7. Supporting References, Policies, Procedures and Forms

*Procedures for Alcohol Service and Consumption*  
*Facility Rental Policy*  
*Hospitality Policy*

### History / Revisions

Date	Action
2017-09-05	Approved by President: <i>Alcohol Policy – Service and Consumption (E.3.2)</i>
2005-07-01	Approved by Board of Governors (adoption of OUC Policies): <i>Alcohol – Serving and Consumption of Alcohol</i>
2003-05-01	Approved by OUC Cabinet (Executive Team): <i>Alcohol Policy</i>