

POLICY CATEGORY	Financial and Operational Management		
POLICY TITLE	<i>Alcohol Management</i>		
DOCUMENT NO	5.6	VERSION	1
CONTACT	Management Committee		
IMPLEMENTATION DATE	01 Jan 2017	REVIEW MONTH	August
FIRST ISSUED	Approved – 9 Nov 16	REISSUED	
RELATED DOCUMENTS	7.8 – Recordkeeping		
AUTHORITY	Liquor Act 1992		

Scope	This policy applies to all Committee Members, Coaches, Managers, Players, Club Members and Visitors.
Purpose	<p>This policy aims to provide a basis for the responsible management of alcohol by the Bribie Island Soccer Football Club.</p> <p>The club recognises the importance of holding a liquor licence as it adds value by enabling income generation and facilitates social functions. The club accepts the responsibility and expectations of the community in strictly adhering to the liquor licensing laws.</p>
Responsibilities	<p>Management Committee</p> <p>The presence of committee members is essential to ensure the operation of the bar and policy compliance. At least one committee member who is Responsible Serving of Alcohol (RSA) trained is required to be present at all club functions when the bar is open. Key responsibilities of the duty committee member is to:</p> <ul style="list-style-type: none"> • Ensure the admission of members and guests and completion of the visitor's book. • Compliance in respect of persons under 18 years of age on premises. • Ensuring intoxicated people are refused service and are asked to leave the premises. • Ensuring strict compliance with the club policy in accordance with the key provisions of the Liquor Licence. • Recording any incidents in the incident register. • Meet visiting police, cooperate and assist with any inquiries.

Process	<p>Serving Alcohol</p> <p>Alcohol will be served according to the requirements of the club's liquor licence and in accordance with the safety and wellbeing of patrons.</p> <ul style="list-style-type: none"> • The club will maintain a current liquor licence. • The liquor licence will be displayed at the bar. • Persons under the age of 18 years are not permitted to serve alcohol. • Only Responsible Serving of Alcohol (RSA) trained members/bar staff will be permitted to serve alcohol. • The club will discourage excessive or rapid consumption of alcohol. • Alcoholic drinks will be served in standard drink measures. • The club will display posters on liquor license regulations and education.
	<p>Promoting the responsible use of alcohol</p> <ul style="list-style-type: none"> • The club will actively demonstrate its attitude relating to the responsible use of alcohol. • The club will not advertise, promote or serve alcohol at Junior or Mini-roo carnivals. • The club will pursue non-alcohol sponsorship and revenue sources. • Alcohol advertising will only appear at the bar. • The club will not promote alcohol through 'cheap drink' strategies, such as happy hours. • The club will not promote or provide alcohol or drink vouchers for player awards. • Prizes for raffles and fundraising will not have an alcohol focus.
	<p>Intoxicated patrons</p> <ul style="list-style-type: none"> • Alcohol will not be served to any person who is intoxicated. • Servers will follow procedures, provided in their training, for dealing with and refusing alcohol to intoxicated patrons. • Intoxicated patrons will be asked to leave the club. • Intoxicated persons will be refused entry into the club.
	<p>Underage drinking</p> <ul style="list-style-type: none"> • Alcohol will not be served to persons under the age of 18 years. • Staff will request proof of age, where appropriate. • Only photographic ID will be accepted.
	<p>Safe Transport</p> <ul style="list-style-type: none"> • Bar staff shall encourage members and visitors to make alternate safe transport arrangements if they are considered to exceed .05 blood alcohol concentration. • Telephone calls will be made free of charge to arrange a taxi or other transport. • Contact telephone numbers for taxi services will be displayed at the bar. • In specific cases, where a designated driver who has been nominated by the club and that person has accepted the responsibility to drive others home safely, will be provided non-alcoholic drinks free of charge by the club.

	Bar Management <ul style="list-style-type: none">• All Responsible Service of Alcohol (RSA) certificates will be displayed near the bar.• Non-alcoholic and low-alcoholic alternative drinks will be available at all times.• Tap water will be provided free of charge from the bar.• An incident register will be maintained to record any incidents that may occur in relation to compliance with this policy and the operation of the bar.• Bar staff will not be permitted to drink alcohol while serving behind the bar.
	Recordkeeping <ul style="list-style-type: none">• All records will be retained, maintained and managed as per legislation and other requirements.
Resources	<ul style="list-style-type: none">• Responsible Service of Alcohol (RSA) Training
References	<ul style="list-style-type: none">•
Definitions	<ul style="list-style-type: none">• RSA – Responsible Service of Alcohol - It is mandatory under Queensland Law for certain people involved in Queensland's liquor industry to have a current RSA certificate.