



## HHGS Alcohol and Drug Policy

### Chapter 1 View on alcohol and drugs

§1 HHGS encourages a healthy approach to alcohol. Use of drugs is illegal in accordance with Swedish law, and HHGS has a zero tolerance to drug use in any capacity or occasion.

§2 It should always be easy to choose non-alcoholic beverages and no one should ever feel forced to drink alcohol during activities within HHGS.

§3 Intoxication level should always be kept at a reasonable level for everyone participating at the events.

§4 The Swedish alcohol law must always be applied and HHGS should always strive to set a good example among student unions in Sweden.

§5 The Swedish tobacco law and similar products must always be applied during activities within HHGS.

§6 In this policy, a “unit” is defined as a beer/cider of maximum 0.5 l or a glass of wine of maximum 15 cl. Non-alcoholic options are based on the same measure as the alcoholic ones.

### Chapter 2 Booking and preparations for events

§1 Before any party or party-event taking place in any of the facilities at Handelshögskolan, One person must sign and hand in a Contingent Liability (Ansvarsförbindelse) to the HHGS Head of Events at least fourteen (14) days before the event. The person who signs the document is referred to as “Event manager” (Festansvarig) and is responsible for understanding and communicating the general rules and guidelines stated in the document to the relevant parties. The association, project or similar organization responsible for the event is referred to as “Event arranger”.

§2 When booking the Student Pub for events when the bar is to be open, a Contingent Liability must be signed by a person in Sexmästeriet as the Event manager and Sexmästeriet as Event arranger.

§3 During regular opening hours of Handelspuben, Sexmästeriet has booking priority for the Handelspub facilities.



### **Chapter 3 Responsibility of the Event Manager and Event Arranger**

§1 The following responsibilities (Chapter 3) apply when a Contingent Liability is signed.

§2 All the events within HHGS have to abide by Swedish alcohol law. It is the responsibility of the Event Arrangers to keep up to date on the current state of Swedish alcohol law.

#### *The Event Manager and Event Arranger*

§3 At all events, the Event manager must be sober and be on site during the duration of the event.

§4 The Event Arranger is responsible for making sure any disorderly conduct is dealt with and that other activities on the premises, neighbours and residents are taken into account.

§5 Any damages which occur during the event are handled in accordance with the Contingent Liability.

### **Chapter 4 Events serving alcoholic beverages**

§1 Special rules apply for the Student pub Handelspuben, see Chapter 6-7.

#### *Non-Alcoholic alternatives*

§2 At any event serving alcohol, at least one type of non-alcoholic beverage must be offered. At any event, offering solely water as a non-alcoholic alternative is not an option. At least one non-alcoholic beverage should be served for free. HHGS encourages the non-alcoholic beverages to be equivalent to the alcoholic beverages sold.

§3 If alcohol is sold, the price for a non-alcoholic option must always be lower than an alcoholic option. If alcoholic beverages are included in the ticket price, there should always be a non-alcoholic ticket alternative which is cheaper than the alcoholic alternative.

§4 Any marketing must follow the HHGS Marketing Policy.

#### *Sales and serving of alcohol*

§5 At any event where alcohol is sold, at least one person must be responsible for the serving of alcohol. This person must be sober.



§6 For events held on Hyllan, Piazzan or Studenternas Hus, no type of alcoholic beverages can be brought outside of the event area.

§7 When alcohol is sold, the sales price must always be the same as the store price (including deposit/pant) for the beverage. All beverages must always be opened by the event staff when selling beverages before handing it over to the buyer.

§8 Events or parties held in Hyllan or in Piazzan, bringing your own beverages is only acceptable when no sale of alcohol is held.

§9 Any person responsible for serving alcohol could be interpreted by attendees as part of the arrangers of the event. Serving personnel should therefore always act in a responsible manner.

§10 When alcoholic beverages are provided or served at an event, substantial food for the event should be provided. The food to alcohol ratio should always be considered.

§11 Alcohol is not allowed to be given away as a gift.

#### *Beverages included in tickets*

§12 The maximum amount of beverages included in a single ticket is 3 units as well as an additional 4 cl. This amount of alcohol may be offered provided that a reasonable amount of food is included. During formal banquets and proms the allowed amount is extended with a welcome drink of one unit of wine.

§13 When the guests do not have to buy a ticket, alcoholic beverages are allowed to be served. The maximum amount is 2 units in this case.

#### *Ticket prices*

§14 When hosting an event with tickets sold, the ticket price has to cover at least the price of the included units of alcoholic beverages above 2.25% alcohol in the ticket.

§15 The ticket price for non-alcoholic tickets must be lower than the ticket price including alcohol.

#### *Representation*

§16 Alcohol can be included in the budget for representation for HHGS. If the event is offering alcoholic beverages to the participants, the budget can at the most account for 3 units. In addition to the 3 units, the budget may account for at the most 4 cl per person. During formal banquets and proms the allowed amount is extended with a welcome drink of one unit of wine.



§17 When representing HHGS, alcohol should be consumed with moderation.

#### *Social activities/dinners*

§18 Alcohol can be included in the budget for social activities or dinners that parts or all members of the board/project/chairpersons attend. To be able to include alcohol in the budget for a social activity or dinner there has to be substantial food included in the activity. The food to alcohol ratio should always be considered. The maximum amount is 2 units per person if substantial food is provided. Furthermore the association/project/company should prioritize to include food on the budget rather than alcohol if both can not be included.

§19 The purpose of the activity or dinner should be to further develop the social relations within the association/project/company, to hand over the work to the new members of the association/project/company or to kick-off/kick-out the operating year.

§20 The members who attend the social activity or dinner have to hand in/declare a receipt showing that they ate substantial food during the activity. If such a receipt is not handed in/declared to the board the board can decline the association/project/company to include the alcohol on the budget.

### **Chapter 5 Facilities**

§1 When booking facilities for events, Hyllan is the first priority of booking. When Hyllan is occupied, then Piazzan is available for booking for events.

§2 When booking Handelspuben for events and the bar is staffed, Sexmästeriet are responsible for the Contingent Liability and Sexmästeriet are responsible for ensuring that the facility and event are handled accordingly.

#### *Waste management after events*

§3 In accordance with the Contingent Liability, the responsible party must ensure correct waste management at the correct waste site and cleaning procedures. When having events on Hyllan, the correct waste site is the available waste-cart located outside E45. At Piazzan, the correct site is the garbage room outside in the connecting parking lot. At Studenternas Hus, the correct site is in the basement.

§4 After the event, cleaning must be done in accordance with the checklist. The cleaning checklist must be delivered to Campusservice Haga at the latest 06.00 after the event is finished.



## Chapter 6 HHGS Student pub Handelspuben

§1 Handelspuben is managed by the association Sexmästeriet.

§2 Handelspuben has an alcohol permit for a closed group. Two persons from the student union, of which one must be a student union signatory, and one person from Sexmästeriet, are responsible for the permit.

§3 All members of Sexmästeriet must undergo an education of responsible handling of alcohol.

§4 The permit holders must take a test in the Swedish alcohol law.

§5 All actions and business in Handelspuben must be handled in accordance with the permit.

§6 Alcoholic beverages from Handelspuben can only be consumed inside the pub (i.e. where the permit applies).

§7 Beverages bought outside Handelspuben cannot be brought inside during opening hours. This applies for all beverages, alcoholic and non-alcoholic.

§8 The maximum number of people in Handelspuben is 150 persons.

§9 Smoking is not allowed at Handelspuben or in the area around Handelspuben.

## Chapter 7 Regulations for "Sexmästeriet"

§1 Before opening Handelspuben the Head of Events of HHGS must be notified about who the person responsible for serving from Sexmästeriet is. This person is responsible for the whole business during opening hours according to the Rules of Handelspuben.

§2 All the members of Sexmästeriet must be educated in responsible handling of alcoholic beverages and conflict handling. The person responsible for the food serving must be educated in food hygiene. Responsibility

§3 After every opening occasion a report must be sent to the Head of Events at HHGS.

§4 After every opening occasion a cleaning report must be sent to the Head of Events at HHGS and the responsible person at the School of Business, Economics and Law.



### **Responsibility**

The Head of Events of the HHGS Board is responsible for updating and following-up this policy. If you have any questions about this policy, contact the Head of Events of the HHGS Board.

