

Auburn University Greek Life

# Sober Monitor Training

# Agenda

## ❁ Responsibility of the Organization

- ❁ Auburn University Student Organization  
Social Event Policy: <https://aub.ie/sosep>
- ❁ Fire Code and Safety

## ❁ Event Monitor Duties

- ❁ Hierarchy
- ❁ Before, During, and After the event

## ❁ When Something Goes Wrong

- ❁ Alcohol
- ❁ Conflict Management
- ❁ Potential Issues

# Organization Responsibilities

## ❁ AU Requirements

- ❁ All events must be registered at least seven (7) days in advance on AU Involve ([auburn.campuslabs.com/engage/](http://auburn.campuslabs.com/engage/))
- ❁ Third Party Security
- ❁ At least six sober monitors required on top of any Third Party Security
- ❁ Events must follow Auburn University Student Organization Social Event Policy

# Organization Responsibilities

## ❁ Noise Policy

### ❁ Outdoor Events:

- ❁ Amplified Sound must end by 12:00 A.M.  
Sunday through Thursday
- ❁ Amplified Sound must end by 1:00A.M.  
Friday and Saturday

### ❁ Indoor Events:

- ❁ Amplified Sound must end by 12:00 A.M.  
Sunday through Thursday
- ❁ Amplified Sound must end by 2:00A.M.  
Friday and Saturday

# Organization Responsibilities

## SOSEP Policy responsibilities:

- ❁ Call 911 in the event of an emergency
- ❁ Alcohol use at events must follow all state, local, and federal laws. Events with alcohol must conform to the BYOB or Third-Party Vendor checklists. Alcoholic beverages may not be purchased through chapter funds nor the facilitated gathering of funds (passing the hat, Venmo, etc.). No members, new members, guests or alumni may purchase alcohol for nor serve to minors.
- ❁ Open parties, meaning those with unrestricted access by non-members of the organization, are prohibited.
- ❁ Possession of drugs, paraphernalia as well as use, sale and distribution are all strictly prohibited.
- ❁ Organizations may not co-sponsor an event with an alcohol distributor or tavern where alcohol is given away, sold or otherwise provided to those present. Likewise, organizations may not hold fundraising events at a tavern.

# Organization Responsibilities

## Cont'd...

- ❁ Alcohol is prohibited at and in conjunction with Philanthropy events. Organizations partnering with restaurants to collect proceeds for fundraising purposes may only utilize proceeds from food sales. Proceeds from alcohol sales are prohibited from being collected by student organizations.
- ❁ Organizations may not co-sponsor, co-finance, attend or participate in a function at which alcohol is purchased by another organization
- ❁ Alcohol is prohibited at and in association with all recruitment, intake, or rush activities. Likewise, organizations may not host recruitment events at a tavern
- ❁ No member, new member, potential new member or guest at an organization event shall permit nor participate in drinking games, contests or the like.
- ❁ Alcohol is prohibited at any ritual of the organization or any event for or about new members.

# Org Responsibilities Cont'd...

- ❁ During organizational social events, alcohol is not permitted to be consumed in or distributed from individual's rooms or anywhere other than the designated space allotted for hosting the event.
- ❁ Event attendees, including members, new members and guests, are not permitted to leave the event with alcohol.
- ❁ Common sources of alcohol are strictly prohibited.
- ❁ **Organization monitors and security are required for all events with alcohol.** The requirements vary based upon the size of the organization, anticipated guest attendance and location of the event. Security requirements are enumerated in section V.I.2.

# Organization Responsibilities

## ❁ Fire Code and Safety

- ❁ Make sure all exits are lit and clear of obstacles
- ❁ Do not exceed number of people a venue is rated for
  - ❁ Allow one in one out if max occupancy is reached
- ❁ Do not move, hide, destroy, or deactivate fire safety equipment; even in individual bedrooms
- ❁ Follow all local fire regulations

# **Event Monitor Duties**

# Event Monitor Duties

## ❁ Hierarchy

- ❁ **There should be a designated Head Event Monitor**
  - ❁ **Make sure all Event Monitors know who the Head Monitor is and have his contact information**
  - ❁ **All incidents should be reported to the Head Event Monitor**
  - ❁ **Event Monitors must be a member of the Greek Community for at least one year**
  - ❁ **If the event is cohosted with another organization, both groups should have Event Monitors, but there should only be one Head Event Monitor.**

# Event Monitor Duties

## ❁ Expectations

❁ Stay sober

❁ Stay vigilant

❁ Be prepared

❁ Have numbers, wrist bands, guest list, important contact info

❁ Event Monitors have the right and the duty to remove any person from the event because of behavior

❁ Do something to distinguish yourself as an event monitor, so that people know you are there to help

❁ Introduce yourself to all involved parties

❁ Venue Manager, Head of Security, other Organizations

❁ Make sure non-alcoholic beverages and food are available

# Event Monitor Duties

## ❁ Before the Event Starts

❁ **Assure you have one entrance with security guards and at least one Event Monitor at the gate**

❁ **Orange removable fencing and barricades provided by university serve as good barriers**

## ❁ Assess guests as they enter

❁ **Have Third Party Security check IDs**

❁ **Make sure they sign in**

❁ **Do they seem too intoxicated?**

❁ **Ask them to leave the event and help find them a way home**

❁ **Not on the guest list**

❁ **Explain that you are required to stick to your guest list. Offer to help find them a ride home.**

# Event Monitor Duties

## ❁ During the Event

### ❁ Watch for over intoxication

❁ Signs of over intoxication include physical inability, poor behavior, and vomiting

❁ If any of these signs arise, intervene early

❁ Get the person water

❁ Tell the bar to stop serving that person

❁ Find this person's friends and have them leave together

❁ Do NOT leave the guest alone or allow the guest to leave by themselves

❁ An organization is responsible for its guests even after they have left the event.

❁ If someone is acting unruly, regardless of level of intoxication you have the right to ask them to leave.

❁ Ask Third Party Security for assistance

# Event Monitor Duties

## ❁ After the Event

- ❁ Make sure everyone is getting home safely
- ❁ Document any incidents that happened during the event
  - ❁ Have third party security submit documentation of the incident and actions taken
- ❁ Help clean up the facilities used

# Event Staff

- ❁ **Even if your event has security, event monitors are still required for the event. Your job is to work with the security team to have them assist you in situations.**
- ❁ **The Caterer and Bartenders are responsible for serving alcohol and the event monitors should not be identifying who is/isn't of legal drinking age.**

# So What If Something Goes Wrong??

Common Problems include fights, vandalism, stealing, drugs, alcohol misuse, and general misbehavior

# What Do We Do?

- ❁ **If someone's health or safety is in immediate danger call police or ambulance. DO NOT WAIT, DO NOT SECOND GUESS. If a serious or fatal injury occurs it will be much worse if you do not respond appropriately and get help.**
- ❁ **Damage to Property or Missing Items**
  - ❁ **Let someone know, be prepared to take ownership of the issue**
  - ❁ **Report to correct authorities and any groups it pertains to**

# Conflict Management

## ❁ How to manage conflict as an Event Monitor

- ❁ Be Respectful

- ❁ Stay Calm

- ❁ Be Direct

- ❁ Explain exactly what you need from a person in plain language

- ❁ Understand people need to be removed from parties when they are not following the rules, this is not optional

- ❁ If a person needs help make sure they are getting that help

- ❁ What to Do

- ❁ Ask someone to remove themselves from the situation

- ❁ Do not go alone

- ❁ Distraction

- ❁ Do your best to not touch the individual(s)

- ❁ Intervene early

# Do the Right Thing

- ❁ Intervene when you notice something is not right...
  - ❁ **Step 1: Notice the Event**
  - ❁ **Step 2: Interpret it as a problem**
  - ❁ **Step 3: Assume personal responsibility**
  - ❁ **Step 4: Know how to help**
  - ❁ **Step 5: Step Up!- Do the responsible thing to intervene**

# Alcohol

**Recognize Poisoning, Response**

# Standard Serving Size for Alcohol

12 fl oz of  
regular beer

=

8-9 fl oz of  
malt liquor  
(shown in a  
12 oz glass)

=

5 fl oz of  
table wine

=

1.5 fl oz shot of  
80-proof spirits  
("hard liquor"—  
whiskey, gin, rum  
vodka, tequila, etc.)



about 5%  
alcohol



about 7%  
alcohol



about 12%  
alcohol



about 40%  
alcohol

Infographic: NIAAA

The percent of "pure" alcohol, expressed here as alcohol by volume (alc/vol), varies by beverage

# Responsible Alcohol Usage

- ❁ **IDs should be checked at the entrance by a Third Party Security Guard**
- ❁ **Guests are allowed six beers or four wine coolers**
- ❁ **Alcohol must be checked in upon arrival**
- ❁ **Use a ticket or punch card system**
- ❁ **Do not allow guests to leave with any alcohol**
- ❁ **If a third party vendor is used, individuals can not bring their own alcohol**

# Alcohol Poisoning

## When Should You Get Help?

### Alertness

-  Mental confusion, stupor, coma, person cannot be roused

### Coordination

-  Delayed reactions, loss of coordination, can not stand

### Breathing

-  Slow & irregular breathing (more than 10 seconds between breaths)

### Color

-  Bluish skin tone or paleness and low body temperature

# What to do if you Suspect Alcohol Poisoning

- ❁ Do not wait for all symptoms to be present.
- ❁ Be Aware that a person who has passed out may die (Blood Alcohol Concentration continues to rise even while a person has passed out).
- ❁ It is dangerous to assume a person can sleep it off, get help.
- ❁ If there are any suspicions of an alcohol overdose, call 911 for help.
- ❁ AU Medical Amnesty Policy

# Recap

- ❁ If someone is in immediate life threatening danger, call 911.
- ❁ Third Party Security is there to assist you
  - ❁ Protect yourself by documenting any issues with guests
- ❁ Recognize unruly guests or bad situations and remove the problem
- ❁ Recognize alcohol misuse and signs of alcohol poisoning early
  - ❁ Get the person help
- ❁ Your organization is responsible for guests even after they leave your event, so make sure everyone has a safe way home
- ❁ Call Chris Lucas, IFC Advisor, if there are flashing lights at any event hosted by your organization

# Important Contacts

- ❁ Emergencies : Dial 911
- ❁ Questions Regarding Policies or Event Management:
  - ❁ Student Involvement: (334) 844- 4788
  - ❁ Greek Life: (334) 844 – 4600 or [greek@auburn.edu](mailto:greek@auburn.edu)