

Consumption of Alcohol at Company Functions Policy



BENEFITS

During the holiday season as well as at other times of the year, companies often hold parties or other functions at which alcohol is served. Most employees will drink responsibly. But if just one employee gets drunk and sexually harasses a co-worker or guest, falls and gets hurt or causes an accident while driving home drunk, the company could face liability. So it's important to have a corporate policy on consumption of alcohol at company functions.

HOW TO USE THE TOOL

Adapt this policy for your company's HR and OHS policies, and train all employees on it. It's also a good idea to review the policy with employees a few days before any company function at which alcohol will be served.

OTHER RESOURCES

10 Tips for Planning a Safe Company Holiday Party

Holiday Party Safety Checklist