

NATIONAL POLICIES OF ZETA TAU ALPHA FRATERNITY

Zeta Tau Alpha has several policies regarding standards of conduct, which are listed below. Zeta Tau Alpha is a member of FIPG, Inc. All members must follow Zeta Tau Alpha policy, which is inclusive of FIPG, Inc. policies. In instances where ZTA policy is more stringent than FIPG, Inc. guidelines, Zeta Tau Alpha regulations always take precedence.

RISK MANAGEMENT POLICIES

ALCOHOL AND DRUGS

The possession, sale, use or consumption of ALCOHOLIC BEVERAGES while on chapter premises or during a fraternity event; in any situation sponsored or endorsed by the chapter; or at any event an observer would associate with the fraternity, must be in compliance with any and all applicable laws of the state, province, county, city and institution of higher education and must comply with either the BYOB or Third-Party Vendor guidelines.

There are four ways in which a Zeta Tau Alpha chapter could host an event with alcohol present.

- 1. Third Party Vendor (TPV) at a venue**
Form requirement - Risk Reduction & Event Planning Checklist A submitted FOUR weeks in advance of the date of the event.
- 2. Bring Your Own Beverage (BYOB) at a venue**
Form requirement - Risk Reduction & Event Planning Checklist A submitted FOUR weeks in advance of the date of the event.
- 3. Third Party Vendor (TPV) at a men's fraternity facility**
Form requirement - Social Events with Alcohol in Men's Fraternity Facilities: Policy Waiver Application completed annually and submitted to International Office no later than TWO weeks after the first day of the semester, or two weeks prior to the semester's first social event with alcohol (whichever is earlier).

*If approved for waiver:
Form requirement - The Risk Reduction & Event Planning Checklist B submitted TWO weeks in advance of the event.*
- 4. Bring Your Own Beverage (BYOB) at men's fraternity facility**
Form requirement - Social Events with Alcohol in Men's Fraternity Facilities: Policy Waiver Application completed annually and submitted to International Office no later than TWO weeks after the first day of the semester, or two weeks prior to the semester's first social event with alcohol (whichever is earlier).

*If approved for waiver:
Form requirement - The Risk Reduction & Event Planning Checklist B submitted TWO weeks in advance of the event.*

Zeta Tau Alpha collegiate chapters and colonies will not attend co-sponsored events in a men's fraternity facility unless the events are alcohol-free or the chapter or colony has received a waiver to attend an event pursuant to this policy.

A chapter may apply annually for a waiver to co-sponsor an event(s) with alcohol in a men's fraternity facility IF:

1. The University's policy (University, college, Panhellenic Council, and/or college Interfraternity Council, etc.) allows alcohol in the men's fraternity facility(ies) AND the chapter has supplied written confirmation of the University policy allowing this;

OR

2. The University (University, college, Panhellenic Council, and/or college Interfraternity Council, etc.) has no policy regarding alcohol in men's fraternity facilities AND the chapter has supplied written confirmation from the appropriate University official that the University has no prohibitive policy.

Prior to co-sponsoring any events in a men's fraternity facility or elsewhere, the chapter must receive a response from the National Officer supervising the chapter (Province President, Mentor, Supervisor or Director of New Chapters).

Third Party Vendor Procedures for Zeta Tau Alpha:

- The Third Party Vendor (TPV) must be properly licensed by the appropriate local and state authority. This might involve both a liquor license and a temporary license to sell on the premises where the function is to be held.
- The TPV must be properly insured with a minimum of \$1,000,000 of general liability insurance, evidenced by a properly completed certificate of insurance prepared by the insurance provider.
- The TPV must agree to per-drink sales only, collected by the vendor, during the function.
- The TPV must assume, in writing, all the responsibilities that any other purveyor of alcoholic beverages would assume in the normal course of business, including but not limited to:
 - a. Checking ID cards upon entry;
 - b. Not serving minors;
 - c. Not serving individuals who appear to be intoxicated;
 - d. Maintaining absolute control of ALL alcoholic containers present;
- A guest list is required for all ZTA social events.
- ZTA allows for a maximum of two guests per member at events; the number of attendees should not exceed the facility capacity.
- Sober monitors are required for all ZTA social events.
- The chapter, along with the venue, is responsible for checking IDs at the door to physically identify (i.e. non-removable wristband, non-transferable stamp or marking, etc.) those of legal drinking age.
- There shall be no beverages served from a bulk or common source of alcohol, such as a keg, punch bowl or pitcher, at any ZTA social event.
- Shots may not be served.
- Ample food and non-alcoholic beverages is required at all ZTA social events with alcohol.
- The service of alcohol must stop at least one hour before the ZTA event ends.

BYOB Procedures for Zeta Tau Alpha:

- Alcohol should not be transported in the passenger compartment of a vehicle.
- An organized check-in and distribution system for alcohol at BYOB events is required. Only one beverage can be distributed to its owner at a time.
- Alcohol brought to the event by an individual is for that individual's consumption and is not to be given away, sold or otherwise provided to others.
- Individuals may not leave with leftover beverages.
- The alcohol that each person may bring and consume to a BYOB event is NO MORE THAN: six 12-ounce beers or four 10-ounce wine coolers or premium malt beverages (e.g. Mike's Hard Lemonade) for each person of legal drinking age who will be consuming alcohol at this event.
- Beer and wine coolers are the only type of alcohol allowed at BYOB events. No hard liquor is allowed.
- Bottles are prohibited except for wine coolers, which will be poured into plastic cups before being distributed.
- There shall be no beverages served from a bulk or common source of alcohol, such as a keg, punch bowl or pitcher, at any ZTA social event.
- A guest list is required for all ZTA social events.
- ZTA allows for a maximum of two guests per member at events. The number of guests should not exceed the facility capacity.
- Sober monitors are required for all ZTA social events.
- The chapter is responsible for checking IDs at the door to physically identify (i.e. non-removable wristband, non-transferable stamp or marking, etc.) those of legal drinking age.
- Ample food and non-alcoholic beverages is required at all ZTA social events.
- The service of alcohol must stop at least one hour before the event ends.

Chapter Funds and Common Source Alcohol: No alcoholic beverages may be purchased through or with chapter funds, nor may the purchase of alcoholic beverages for members or guests be undertaken or coordinated by any member in the name of, or on behalf of, the chapter. The purchase or use of a bulk quantity or common source(s) of alcoholic beverage (for example: kegs or cases) is prohibited.

Open Parties: Open parties, meaning those with unrestricted access by non-members of the fraternity, without specific invitation, where alcohol is present, are forbidden.

A guest list is required for all ZTA social events.

ZTA allows for a maximum of two guests per member at events. The number of guests should not exceed the facility capacity.

Former ZTA members: Former members of Zeta Tau Alpha may not be invited to or attend any Zeta Tau Alpha events.

Purchasing for Minor: No members, collectively or individually, shall purchase for, serve to, or sell alcoholic beverages to any person under legal drinking age.

Illegal Drugs and Controlled Substances: The possession, sale or use of any ILLEGAL DRUGS or CONTROLLED SUBSTANCES while on chapter premises or during a fraternity event or at any event that an observer would associate with the fraternity, is strictly prohibited.

Co-Sponsorship with Alcohol Distributor: No chapter may co-sponsor an event with an alcohol distributor or tavern (tavern defined as an establishment generating more than half of annual gross sales from alcohol) at which alcohol is given away, sold or otherwise provided to those present. However, a chapter may rent or use a room or area in a tavern as defined above for a closed event held within the provisions of this policy, including the use of a third-party vendor and guest list.

Philanthropic Events: Zeta Tau Alpha chapters are prohibited from holding philanthropic events and/or fundraisers in bars or in conjunction with any alcoholic beverage company, manufacturer, distributor or retailer. No philanthropy event or fundraiser may include alcohol, even if served legally, per Zeta Tau Alpha guidelines.

Co-Sponsorship with Organizations: No chapter may co-sponsor, co-finance, attend or participate in a function at which alcohol is purchased by any of the host chapters, groups or organizations.

Co-Sponsorship with Not-Recognized Organizations: Zeta Tau Alpha chapters and colonies are prohibited from holding events with organizations that are not recognized by the college or university that hosts the chapter.

Dry Recruitment: All recruitment activities associated with any chapter will be non-alcoholic. No recruitment activities associated with any chapter may be held at or in conjunction with a tavern or alcohol distributor as defined in this policy.

Drinking Games: No member or new member shall permit, tolerate, encourage or participate in "drinking games." The definition of drinking games includes but is not limited to the consumption of shots of alcohol, liquor or alcoholic beverages; the practice of consuming shots equating to one's age; "beer pong;" "century club;" "pub/bar crawls;" "dares;" or any other activity involving the consumption of alcohol which involves duress or encouragement related to the consumption of alcohol.

New Members and Alcohol: No alcohol shall be present at any new member program, activity or ritual of the chapter. This includes but is not limited to: activities associated with "Bid Day/Night;" "big sister/little sister" events or activities; "family" events or activities; and Initiation.

Out-of-Town Social Events: Zeta Tau Alpha does not allow weekend social events, nor does it condone out-of-town social events. In the event a chapter must hold a social function away from the college or university area, all members and guests attending shall travel to and from the event by bus or commercial transportation within the same day or evening. Exceptions are permitted only with written approval from the Vice President Collegiate.

When commercial transportation is used, no alcohol will be transported in the passenger compartment of the vehicle. No special privileges or boarding times for transportation

should be given. This includes but is not limited to assigning a “senior bus” or “seniors to board first.”

Designated Drivers: Designated driver programs are allowed when they are associated with a ZTA Sanctioned Event. There should be enough drivers to accommodate the safe transportation of all members and guests. This program should involve participation of all members and new members on a rotation basis. Designated drivers must have a current driver’s license and personal auto insurance policy. The designated driver will obey all state, city and county safety and motor vehicle laws. The designated driver will not consume any alcohol or illegal substances before, during or after the event. No alcohol will be transported in the passenger compartment of the vehicle. Designated drivers are required from start time to end time of the event.

Role of Chaperones: Alumnae and/or advisors can serve as chaperones at ZTA social events. Their role is to monitor the event as a sober monitor. They should not serve in the capacity of bartender, sober driver, checking IDs, etc.

HAZING

No chapter, colony, student or alumna shall conduct, participate in or condone hazing activities. Permission or approval by a person being hazed is not a defense. Hazing activities are defined as: "Any action taken or situation created, intentionally, whether on or off fraternity premises, to produce mental or physical discomfort, embarrassment, harassment or ridicule. Such activities may include but are not limited to the following: use of alcohol; paddling in any form; creation of excessive fatigue; physical and psychological shocks; quests, treasure hunts, scavenger hunts, road trips or any other such activities carried on outside or inside of the confines of the chapter house; wearing of public apparel which is conspicuous or not normally in good taste; engaging in public stunts and buffoonery; morally degrading or humiliating games and activities; and any other activities which are not consistent with academic achievement, fraternal law, ritual or policy or the regulations and policies of the educational institution or applicable state law."

Zeta Tau Alpha does not condone any form of hazing by any member, new member or alumnae member. Such activities conflict with the Fraternity’s ideals and traditions and project a negative image of the organization. ZTA collegiate chapters must develop new member programs that reflect the true meaning and high standards of sisterhood. These programs must not demean, embarrass or endanger members or new members.

EDUCATION

Each fraternity shall annually instruct its students and alumni/alumnae in the Risk Management Policy of FIPG, Inc. (and Zeta Tau Alpha). Additionally, all students and key volunteers shall annually receive a copy of the Risk Management Policy, and a copy of the policy shall be available on the Fraternity website.

FIRE, HEALTH, AND SAFETY

All chapter houses and facilities should meet all local fire and health codes and standards.

1. All chapters should post by common phones and in other locations emergency numbers for fire, police and ambulance and should have posted evacuation routes on the back of the door of each sleeping room.
2. All chapters should comply with engineering recommendations as reported by the insurance company or municipal authorities.

3. The possession and/or use of firearms or explosive or incendiary devices of any kind within the confines and premises of the chapter house is expressly forbidden.
4. No alcohol, illegal or controlled substances are allowed in ZTA facilities.

SEXUAL ABUSE AND HARRASSMENT

The Fraternity will not tolerate or condone any form of sexist or sexually abusive behavior on the part of its members, whether physical, mental or emotional. This is to include any actions, T-shirts, social themes, activities or events, whether on chapter premises or an offsite location, which are demeaning to women or men, ranging from but not limited to verbal harassment to sexual assault by individuals or members acting together. The employment or use of strippers, exotic dancers or similar, whether professional or amateur, at a fraternity event as defined in this policy is prohibited.

GENERAL POLICIES

Circularizing: It is forbidden to circularize the Fraternity membership (sell, mail, or e-mail to canvas opinions or support an any subject, including soliciting for philanthropic causes, business ventures, political campaigns, or use the mailing list for personal gain or financial gain) without the permission of the National President. Use of ZTA mailing list for purposes other than approved Fraternity business is strictly forbidden.

Commercial Endorsements: No member (initiated or new) of Zeta Tau Alpha Fraternity will authorize or permit the use of her writings, photograph, picture or other likeness for commercial purposes or for publicity purposes in any way identifying herself with ZTA Fraternity unless such use is first approved by National Council.

Housing: Each chapter must keep its living space filled to capacity. It is the responsibility of the chapter to implement this policy. Members may not make alternate living arrangements when vacancies exist in ZTA-provided housing. An individual's failure to accept her responsibility will result in her loss of membership. Every chapter with a commercial kitchen, cook and/or commissary food budget is required to have a meal plan. All members are required to pay in-house/out-of-house board as established for the chapter.

Men's Auxiliary: Because men's auxiliary organizations are contrary to the mission and purpose of Zeta Tau Alpha and pose a threat to the future of our existence as a single-sex organization, chapters or individual chapter members will not maintain, establish or belong to men's auxiliary organizations.

Open Visitation: In ZTA-owned houses, men are permitted in the residents' rooms only upon annual approval of the Province President and Vice President Collegiate. The chapter must submit its application with a specific plan for visitation, including days and hours requested, each chapter member's signature and information regarding the visitation policies of other NPC chapters on the campus. A 90 percent vote of those living in the chapter house in addition to a 90 percent vote of the chapter-at-large is required for this application. Permission for visitation hours must be requested and approved annually and is not in effect until written permission has been received. All ZTA policies remain in effect during visitation times.

Trademark and Licensing: The name "Zeta Tau Alpha," the letters "ZTA," the word "*Themis*," and the design of our Coat of Arms are registered trademarks of Zeta Tau Alpha Fraternity. The word "Zeta" or "ZETA" is a general brand name for Zeta Tau Alpha. The term "**THINK & PINK!**"[®] is a registered trademark of the Zeta Tau Alpha Foundation. ZTA has an approval right over all designs and products that depict any of these trademarks.

Members have the honor of displaying Zeta Tau Alpha trademarks; only initiated members may wear the Coat of Arms or the Crown Recognition Pin. Members do not receive ownership of Zeta Tau Alpha trademarks. Furthermore, members of ZTA do not have the right to authorize vendors to produce trademarked merchandise.

In order to safeguard the appropriate use of our federally registered trademarks and to guarantee quality products, Zeta Tau Alpha is one of many Greek organizations that have entered into a trademark licensing agreement with Affinity Marketing Consultants (AMC). All commercial use of Zeta Tau Alpha's trademarks must be administered through a license agreement with Zeta Tau Alpha.

Members of Zeta Tau Alpha shall obtain items of official Zeta Tau Alpha insignia, and any items or products bearing a designation or representation of the name(s) "Zeta Tau Alpha Fraternity" and "Zeta Tau Alpha," Greek letters, Coat of Arms, corporate logo, seal, member badge, among other marks determined by the Fraternity from time to time, only from those persons or companies specifically authorized by the National President.

Chapters wishing to use the term "**THINK & PINK!**"[®] must receive advance permission from the ZTA Foundation. Permission forms are available from the Foundation and on the ZTA website.

We encourage members of Zeta Tau Alpha to support our organization and buy exclusively from Crown & Co. and officially licensed Zeta Tau Alpha vendors.

The use of any Zeta Tau Alpha trademark on any product or design that attempts to glorify alcohol, hazing, sexism, racism or any other image that conflicts with the ideals and principles of the Fraternity is prohibited.

Zeta Tau Alpha will not license any form of glassware (wine glass, shot glass, beer mug, etc.), even if they are marketed as flutes, collector's glasses and mugs.

No pictures that show alcoholic beverages may display the words Zeta Tau Alpha or ZTA on the printed photograph.

Zeta Tau Alpha will also not license any form of paddle.

Website: Responsible use of the Internet is incumbent upon every member of the Fraternity. Inappropriate use of language or the sharing of sensitive Fraternity information (such as Rituals or information revealed to members through Rituals) on a chapter website, the National Fraternity website or other Internet avenue is strictly forbidden.

Internet and Electronic Mail Service Policy: Any individual or entity who creates or maintains a Zeta Tau Alpha website on behalf of a colony, chapter or an individual member, and any individual or entity using the Zeta Tau Alpha name or letters in Internet communications (such as e-mail accounts, mailing lists, bulletins, social networking sites, co-sharing sites, chat rooms, discussion groups, etc) shall comply with the following terms and conditions. Zeta Tau Alpha Fraternity reserves the right to (although it shall be under no obligation to) remove links or access to sites that do not comply with these policies.

1. All websites and internet communication (services) shall comply with any and all appropriate federal, state and local laws; college and university rules and regulations; National Panhellenic Conference rules and regulations; and the *Constitution and Bylaws of Zeta Tau Alpha* and policies.
2. Services shall not be used in a way that defames, abuses, harasses or threatens other individuals.

3. Services shall not contain material that is obscene, pornographic or otherwise offensive to a person of ordinary sensibilities.
4. All services shall promote a positive image of college students, alumnae, the college/university and ZTA.
5. No services shall include links to personal/commercial sites that are inconsistent with the values and standards of Zeta Tau Alpha.
6. Services shall not include product endorsements or other personal/commercial advertising unless approved in writing by the National President.
7. Services shall not include any copyrighted material from other sources or trademarks owned by third parties without the express written consent of the copyright or trademark owner.
8. Services shall include no references to alcohol, illegal drugs or hazing with the exception of educational material about these issues.
9. Responsible use of the Internet is incumbent upon every member of the Fraternity. Inappropriate use of language or the sharing of sensitive Fraternity information (such as Rituals or information revealed to members through Rituals) on a chapter website, the National Fraternity website or other Internet avenue is strictly forbidden.
10. All services shall be in good taste and conform to all Zeta Tau Alpha policies.
11. All information provided on chapter and colony websites shall be kept as up to date as possible. If possible, each website shall provide the ZTA e-mail address (zetataualpha@zetataualpha.org)
12. For safety and public concerns, members should avoid publishing personal information such as addresses, telephone numbers and personal calendars on the websites.

Open Flames: No candles, incense or other open flames will be used at any time in any non-public area of the living quarters of Zeta Tau Alpha properties. Use of candles will be restricted in the common areas of the properties to recruitment and Fraternity Rituals. During these times, use should be limited and closely supervised. Basic safety precautions should be taken, such as having a fire extinguisher available and people trained in its use. *The use of dripless or battery-operated candles is preferred.* Caution should be given when holding lit candles to ensure that members or guests do not back into a lighted flame. Safety must always be the first consideration when planning these special ceremonies.

FIPG, Inc. Members:

Alpha Chi Omega	Alpha Tau Omega	Kappa Alpha Order	Pi Kappa Phi
Alpha Chi Rho	Alpha Xi Delta	Kappa Alpha Theta	Pi Lambda Phi
Alpha Delta Gamma	Chi Omega	Kappa Delta Rho	Psi Upsilon
Alpha Delta Pi	Delta Chi	Lambda Chi Alpha	Sigma Alpha Mu
Alpha Epsilon Phi	Delta Gamma	Phi Gamma Delta	Sigma Nu
Alpha Epsilon Pi	Delta Delta Delta	Phi Kappa Psi	Sigma Pi
Alpha Kappa Lambda	Delta Sigma Phi	Phi Kappa Sigma	Tau Epsilon Phi
Alpha Omicron Pi	Delta Phi Epsilon	Phi Kappa Tau	Theta Chi
Alpha Phi	Delta Upsilon	Phi Kappa Theta	Theta Xi
Alpha Sigma Alpha	Delta Zeta	Phi Mu	Zeta Beta Tau
Alpha Sigma Tau	FarmHouse	Phi Mu Delta	Zeta Psi
Alpha Sigma Phi	Gamma Phi Beta	Phi Sigma Kappa	Zeta Tau Alpha