



## ALCOHOL CONSUMPTION POLICY

### **PURPOSE**

It is our aim that team members conform to all applicable legal requirements, where alcoholic beverage service is provided at our facilities. Our goal is to establish an environment where properly trained managers and team members are able to assist guests and colleagues in their decision to drink responsibly, while adhering to professional service Standards Company wide.

### **TEAM MEMBER ALCOHOL CONSUMPTION POLICY**

1. At the following clubs Newcastle, Indian Summer, Plateau Club, Redmond Ridge & Washington National; all team members irrespective of position will be prohibited from the consumption of alcoholic beverages while on premise at their permanent place of work. An exception to this policy may be granted for a special occasion and with prior approval from the General Manager.
2. At the following clubs; Harbour Pointe, Echo Falls, Hawks Prairie & Trophy Lake; all management and supervisory staff will be prohibited from the consumption of alcoholic beverages while on premise at their permanent place of work. An exception to this policy may be granted for a special occasion and with prior approval from the General Manager.
3. All team members visiting an alternate Oki property other than their permanent place of work may consume alcoholic beverages within the guidelines listed below:
  - Team members may not consume alcohol while on shift. On shift means entertaining guests, including golf, which may lead to a potential business relationship.
  - Team members participating in a club event at an alternate course but not technically on shift, must exercise good judgment when consuming alcohol.
  - At the completion of a shift a team member must change out of their uniform prior to utilizing the restaurant or bar. It is preferred that team members leave the facility and return to create the "break" from work.
  - Team members should not displace guests and should vacate if capacity increases to a level that impacts the guest experience at the discretion of the facility management.
  - Team members becoming intoxicated while patronizing the facility will be subject to disciplinary procedures up to and including termination.

I have read this policy and will comply with all stated guidelines.

**EMPLOYEE SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_