

Mayne Island Improvement District

Parties, Events & Social Gatherings Policy

POLICY STATEMENT

The Mayne Island Improvement District (MIID) understands that parties and events are a component of any organization. Events are used to celebrate retirements, employee recognition, and help build and maintain camaraderie within the workplace.

This policy provides the necessary guidance to ensure all work-related parties, events and social gatherings are safe, responsible, inclusive, and respectful.

DEFINITIONS

Employee: anyone employed by the MIID including firefighters and administration staff.

Party/Event/Social Gathering: any party, hospitality, social activity, or organized event outside of regular work or organized training, that is financed by the MIID including Mayne Island Volunteer Fire Department (MIVFD).

GUIDELINES

Work-related functions and events arranged by the organization are an extension of the workplace. It is therefore imperative that employees conduct themselves in a proper manner and avoid bringing the organization into disrepute. All attendees are expected to behave responsibly.

The MIID believes in fostering an environment of equity and inclusion within the workplace. Any party or event funded by MIID should be inclusive. Excluding colleagues on grounds of age, sex, race, disability, religion or belief, or sexual orientation may be deemed to be discrimination. Complaints by employees about exclusion from these events will be investigated and may result in disciplinary action.

No alcohol will be consumed within the firehall nor will the MIID pay for or reimburse any expenses for alcohol.

As an employer, the MIID has a legal obligation to ensure the health and safety of its employees, including during and after a work-related social event. All work-related parties, events or social gathering must follow the guidelines of the associated MIID policies and MIVFD standard operating guidelines, including but not limited to:

- Drug and Alcohol Policy and Agreement
- Staff & Volunteer Confidentiality Agreement
- Expense Reimbursement Policy
- Credit Card Policy
- Purchasing Policies
- Fire Fighter Code of Ethics
- Workplace Bullying and Harassment