

Policy Title: Provision of Refreshments for Volunteers
Approved 23 May 2016

Pearl Beach Progress Association relies totally on the unpaid work of its volunteer members and friends and values their contribution highly.

PURPOSE

This policy is intended to ensure that volunteers working at any of the events or meetings organised by the Pearl Beach Progress Association are clear about the provision of refreshments.

Scope & Responsibilities:

This policy includes all events and meetings organised by Pearl Beach Progress Association.

POLICY STATEMENT:

- Any items offered for sale by the Association at an event must be paid for by any person wishing to acquire such items.
- Volunteers will, at appropriate events (Australia Day, Book Fair etc), be provided with access to tea/coffee facilities and biscuits or similar.
- Responsible Hospitality Practices (as stated in the Responsible Service of Alcohol (RSA) Policy) will apply to the service of alcohol:

Volunteers Serving Alcohol:

- Volunteers bar attendants will be appropriately trained on the responsible service of alcohol.
- Training – RSA Certificate Course. The course fee will be paid for by the Pearl Beach Progress Association.
- A register of RSA accredited volunteers will be maintained by the Pearl Beach Progress Association.
- Volunteer Roster – the Pearl Beach Progress Association will endeavour to roster at least 1 male and 1 female bar attendant for each occasion and a minimum of one person must have a current RSA accreditation. If a RSA qualified attendant is unavailable an Executive Office Bearer will serve.
- Liquor must be only be dispensed by the designated bar attendants for that event.
- Drinks must be paid for by all persons (no free list) except where the Executive agrees to make such liquor available free to all attendees, such as after General Meetings.