

# WTAMU CAMPUS ORGANIZATION RISK MANAGEMENT STATEMENT

As an officially registered University organization, \_\_\_\_\_ agrees that any event our organization is associated with, including off-campus events, must be in compliance with each section stated below. All organizational members must comply with the WTAMU campus organization risk management statement.

## **ALCOHOL/ILLEGAL DRUGS** President's Initials: \_\_\_\_\_

No member of this organization shall take part in acts that are illegal and/or abusive as it relates to alcohol and drugs and/or activities that violate policies of WTAMU. If any member is found participating in such acts, we the members, reserve the right to take all necessary actions to correct this behavior for the betterment of the organization. The possession, use and/or consumption of alcoholic beverages, during any organization event, any event that an observer would associate with the University, or in any situation sponsored or endorsed by the organization, must be in compliance with any and all applicable laws, policies and regulations of the state, county, city and WTAMU. The unlawful possession, sale and/or use of any illegal drugs or controlled substances at any organization sponsored event, or at any event that an observer would associate with the organization, is strictly prohibited.

## **HAZING** President's Initials: \_\_\_\_\_

No member of this organization shall take part in hazing activities, and if any member is found participating in such acts, we the members, reserve the right to take all necessary actions to correct this behavior for the betterment of the organization. Hazing activities are defined as (but not limited to): Any action taken or situation created, intentionally, whether on or off organization premises or during organization functions, to produce mental or physical discomfort, embarrassment, harassment, or ridicule. Our organization will abide by the WTAMU discipline for hazing as stated in the WTAMU Student Handbook.

## **SEXUAL HARASSMENT/ABUSE DISCRIMINATION/TITLE IX** President's Initials: \_\_\_\_\_

The act of sexual harassment/abuse discrimination, in any form, is strictly prohibited by members of this organization. No member shall take part in activities deem sexual harassment and/or abuse discrimination, and if any member is found participating in such acts, we the members, reserve the right to take all necessary actions to correct this behavior for the betterment of the organization.

**Any member who witnesses, are subjected to, or are informed about of incidents of discrimination, sexual harassment, and/or related retaliation involving faculty, staff, or students should contact Director Nancy Hampton at (806) 651-3199 or [nhampton@wtamu.edu](mailto:nhampton@wtamu.edu) or email Title IX at [titleix@wtamu.edu](mailto:titleix@wtamu.edu)**

## **FIRE AND LIFE SAFETY** President's Initials: \_\_\_\_\_

All members will strictly abide by all rules, regulations, policies, and/or procedures of WTAMU as it relates to the fire and life safety, to ensure our members, officers, event organizers, and advisors take the necessary precaution to fulfill this obligation for the well-being of all present at our events. All organizational activities and events shall adhere to state, local and University fire and health codes and standards. Evacuation routes will be reviewed during event planning or posted near residential sleeping areas. The possession and/or unlicensed and concealed firearms or explosive devices of any kind within the confines of organizational owned or University owned property is forbidden.

## **GENERAL HEALTH AND SAFETY** President's Initials: \_\_\_\_\_

We, the members of this organization shall strictly abide by all rules, regulations, policies, and/or procedures of WTAMU as it relates to the general health and safety, to ensure our members, officers, event organizers, and advisors take the necessary precaution to fulfill this obligation for the well-being of all present at our events. All activities planned in conjunction with the organization shall take into account the health and safety of all participants. Planning of projects and activities will include evaluating appropriate personal safety equipment (ear plugs, eye protection, gloves, etc.), training (use of tools and equipment), and supervision. All equipment to be used in conjunction with said activities will be in good working condition and will be used in a safe manner.

**TRANSPORTATION** President's Initials: \_\_\_\_\_

We, the members of this organization, shall strictly obey all applicable motor vehicle laws and rules of WTAMU as it relates to transportation. Operators will ensure that vehicles are not overloaded and are driven in a safe manner. Rental vehicles shall be operated in accordance with rental contracts. To be covered under liability insurance for state vehicles, students and staff must be employed by WTAMU, paid through Human Resources, and driving in course and scope of their job. Please refer to the Student Travel Procedures and Guidelines document for all manners related to student travel.

**FINANCIAL** President's Initials: \_\_\_\_\_

We, the members of this organization shall strictly abide by all rules, regulations, policies, and/or procedures of WTAMU as it relates to contractual and financial issues. No organization may enter into a contract or financial agreement using the specific name of West Texas A&M University. This includes, but is not limited to, leases, contracts, hold harmless agreements, liability releases, account agreements, purchase orders, and hotel or banquet contracts.

**PERSONAL PROPERTY** President's Initials: \_\_\_\_\_

We, the members of this organization shall strictly abide by all rules, regulations, policies, and/or procedures of WTAMU as it relates to the utilization of personal property. Use of personal property for organization activities shall be strictly voluntary and the sole responsibility of the owner. The organization shall not assume liability for personal property used in conjunction with organization activities, nor for any damages resulting from said use.

**RISK MANAGEMENT EDUCATION** President's Initials: \_\_\_\_\_

We, the members of this organization shall strictly abide by all rules, regulations, policies, and/or procedures of WTAMU as it relates to risk management to ensure our members, officers, event organizers, and advisors take the necessary precaution to fulfill this obligation for the well-being of all present at our events. All reasonable efforts will be made to ensure each member shall be instructed annually on the risk management procedures outlined in this statement. Organizers of events will reasonably inform guests (including non-members, alumni, advisors and visiting members) of applicable procedures. Compliance with risk management places a high value on the dignity and worth of a human being. We the members of this organization will abide by the elements of the risk management program as outlined in this document. We hereby affirm our commitment to abide by this statement and recognize that non-compliance has no place in the membership program of our organization.

\_\_\_\_\_

Campus Organization President Signature

\_\_\_\_\_

Buff ID #

\_\_\_\_\_

Campus Organization President Signature

\_\_\_\_\_

Date

**ADVISOR RESPONSIBILITY**

As an advisor of this organization, I shall act in a manner that ensures the organization is accountable and responsible in their preparation for each activity and/or event organized or planned. Advisors serving on behalf of the university will do so in accordance with the rules and procedures of WTAMU, including but not limited to risk management. Advisors shall adhere to the provisions of this and all applicable policies when engaging in organization related activities. Advisors shall recognize the appropriate authority of elected or appointed officers of the organization and work with the officers to adhere to all applicable local, state and university policies and regulations.

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Campus Organization Advisor (Print)

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Campus Organization Advisor Signature

\_\_\_\_\_

Date