# Operating Policy – Central Liquor Facilities

1. Purpose

* 1. To provide security and bar services to MSU Clubs and organizations in available rooms, excluding Twelveighty, in accordance with McMaster University’s Canteen license.

2. Operating Parameters

* 1. Central Liquor Facilities (CLF) shall operate at a break-even level;
  2. No Central Liquor Facilities staff member shall wear his/her staff shirt unless they are on duty;
  3. Central Liquor Facilities shall ensure that clubs and organizations abide by all bylaws and regulations pertaining to licensed premises in Ontario.

3. Personnel Structure

* 1. The Food &Beverage Manager, who shall:
     1. Be responsible for all operations under the Central Liquor Facilities;
     2. Perform duties outlined in the Food & Beverage Manager job description;
     3. Be hired by and responsible to the Board of Directors through the General Manager.
  2. The Service Manager(s), who shall:
     1. Be responsible for staff and supplies;
     2. Perform duties outlined in the Service Manager job description;
     3. Be hired by the Food & Beverage Manager through an application and interview process.
  3. The Security Staff, who shall:
     1. Be responsible for overall security of the premises;
     2. Perform duties outlined in the Security Staff job description;
     3. Be hired by the Food & Beverage Manager and/or Service Managers through an application and interview process.
  4. The Bar Staff, who shall:
     1. Dispense beverages to patrons;
     2. Perform duties outlined in the Bar Staff job description;
     3. Be hired by the Food & Beverage Manager and/or Service Managers through an application and interview process.