

## **Fiasco Social Club: Organization & Safety, Rules and Guidelines**

### **Organization**

The Fiasco Social Club (FSC) originated as a student initiative at the very beginning of the EUI's creation as a non-profit community activity. It plays an important role as a meeting place for EUI members in an informal environment allowing for such events as student parties (including national parties), barbecues, the screening of important sports or political events, jam sessions, billiard matches or simply a place to have a drink and relax after a day's work. In an academic Institute where researchers work for the most part independently, a meeting place for social contacts for people far away from home is an essential element for the mental well-being of the Institute's international community.

The management is composed of a committee of volunteers (Fiasco Social Club Committee) from EUI members who alternate bar shifts. Each year the committee elects one auditor for the FSC's financial management and between 2 and 4 of its members as Fiasco Social Club Managers to oversee the running of the club, in particular its financial management, coordination and promotion of regular activities, intake of supplies, and communication with other EUI units. Furthermore, FSC Managers are expected to coordinate the catering during the annual *Coppa Pavone*. FSC users have to respect the rules for the safe running of the Fiasco Social Club which is in the interest of all users. The [EUI Security Policy](#), the [EUI Access Procedures](#), the Fiasco Safe Space Policy (Annex 1) and the [EUI Policy on Harassment, Sexual Harassment and Bullying](#) must be respected by all users at all times. FSC Managers are entitled to enforce those policies vis-à-vis the users. The users accept to follow the indications given by FSC Managers. Any violations of those rules will be sanctioned.

The FSC Managers should aim to open the bar each evening from Monday to Friday while the Institute is opened. However, their position is to be seen in combination with the voluntary contribution of other EUI members through the FSC Committee. The workload of the FSC Managers should be limited in order not to obstruct their other duties as EUI members. Therefore, FSC Managers are allowed to limit the extent of bar activities depending on the extent of the contributions from other volunteers.

### **Fiasco Social Club Managers**

Fiasco Social Club Managers must be EUI researchers. Contracts are for 12 months, starting always on 31<sup>st</sup> October.

The EUI Financial Services in agreement with the Dean of Graduate Studies and the Director of Academic Service authorises a monthly payment of 3/30 to each of the FSC Managers on the condition that the following obligations will be met:

- In consultation with the Fiasco Social Club Auditor the financial accounts are made public bi-monthly to both the FSC Committee and the Academic Service. These accounts are at the level of individual transactions, and should clearly indicate the starting and ending balances of cash and the bank account;
- The FSC Managers undertake best efforts that no losses occur unless duly justified;
- In case these responsibilities are not met, the FSC Managers have to formally inform the FSC Committee and the Director of the Academic Service of the reason for the delay and steps being suggested to rectify the situation with an estimated timing;

- Ensure respect for the EUI Security Policy, the EUI Access Procedures, the Fiasco Safe Space Policy and the EUI Policy on Harassment, Sexual Harassment and Bullying.

### **Entitlement for Fiasco Social Club Managers**

FSC Managers are entitled to an extension of one month of their submission deadlines for each full year of service, up to a maximum of two months (Academic Rules and Regulations for the Doctoral and Master's Programmes as amended by the Academic Council Decision n. 1/2017 of 18 January 2017, IUE 341/16 (CA 312) Rev.1).

12.6 Extension of submission deadlines:

*EUI-Community Service Activities:*

*Extension of submission deadlines for written work by one month is foreseen for researchers who have participated in an EUI-community service activity for each full year of service. This may be applied to the academic deadlines in the first, second, third or fourth year."*

### **Safety, Rules and Guidelines for Running the Fiasco Social Club**

#### **a. Safety:**

- Italian law stipulates that the Fiasco Social Club has a maximum capacity of 150 people.
- It is strictly forbidden to:
  - Use equipment with naked flames (e.g. portable gas cookers);
  - Use multiple electric sockets (ciabatta) or connect extension cables in series;
  - Introduce additional heating apparatus;
  - Overload the electrical circuit with high-consumption apparatus;
  - Introduce inflammable liquids or substances other than alcoholic drinks for sale at the bar;
  - Use illegal drugs or other illicit substances;
  - Block or complicate access to the emergency exits;
  - Make any changes to the existing layout, system and equipment, if such is necessary, it should be coordinated with the Real Estate and Facilities Service (REFS);
  - Move or make improper use of fire extinguishers.
- The following precautions shall be observed at all times:
  - Smoking is prohibited within the entire FSC and on EUI premises. Breaking the no smoking rule can lead to expulsion from the bar's premises by the FSC's staff or by authorised staff;
  - Do not place inflammable materials close to sources of heat (e.g. halogen or normal electric light bulbs);
  - Do not attach metal objects, chains or cables to any electrical wires or flexes of the lighting fixtures;
  - The barbecue may be used at 5 meters minimum distance from trees, bushes and plants, in any case when using the barbecue, an extinguisher should always be nearby;
  - After 10:30pm the emergency exit in the main room is to remain closed, with a sign clearly indicating that it is not to be used as a thoroughfare;

- After 10:30pm the noise reaching the neighbours must not, as a rule, exceed 45 dBA. For special cases, the EUI can apply to the competent authorities for exemption which will allow (if authorization is granted) for late events (however noise limits should not exceed the 55 dBA threshold).

#### **b. Rules:**

- Ensure respect for the EUI Security Policy, the EUI Access Procedures, the Fiasco Safe Space Policy and the EUI Policy on Harassment, Sexual Harassment and Bullying.
- The use of the services offered at the FSC are at the sole risk of the users and authorized guests and the individuals assume full responsibility for their actions and for any loss, property damage or personal injury that may be sustained.
- The FSC users are responsible for all their actions resulting from consuming alcohol. Volunteers on duty reserve the right to ask users to leave the premises immediately if they become inebriated and misbehave or if they become a risk to harm themselves or any other person.
- Non-EUI members must be registered at [fiasco.socialclub@eui.eu](mailto:fiasco.socialclub@eui.eu) using the FSC External Guest Form (Annex 2). On arrival, the guests must be signed in at the Badia Fiesolana's Control Room. The EUI member hosting the guest shall take full responsibility for their conduct and behaviour during their stay at the FSC. Neither the FSC volunteers nor the EUI will accept liability for any guests. The number of invitees will hereby be restricted to one invitee per student taking into account that the maximum number of 150 people should be respected at all times;
- Disrespectful behaviour towards the FSC committee members, volunteers and other guests, including non-compliance with the instructions of the volunteers on duty is unacceptable and will not be tolerated. Users who show signs of becoming verbally abusive or physically aggressive to others or the EUI infrastructure will be asked to leave the premises immediately.
- The Fiasco Social Club is a common space, only to be used for purposes of social events and for non-profit-making, where researchers and staff members come together to enhance the sense of community at the EUI. If users see someone in danger, or behaving dangerously, recklessly, or disrespectfully they have the duty to immediately inform the volunteers on duty.
- Without prejudice to any further disciplinary procedures, non-compliance with any of the above rules can result in being banned from the FSC for a specific timeframe when deemed necessary by the FSC Management and/or the EUI Administration.
- FSC reserves the right to refuse service. FSC staff has the responsibility to be vigilant and sensible. It is obliged to refuse service in case its policies are not respected.
- Noncompliance with any of the above-mentioned rules can result in being expelled and banned from FSC for a specific time frame when deemed necessary by the FSC Management or by the EUI Administration.

#### **c. Guidelines for Events/Parties**

- On behalf of the organisers, the FSC Managers have to inform the EUI Administration (Director of Real Estate and Facilities Service [REFS]) about the holding of a party/event in good time with at least one working weeks' notice so they can organise the provision of adequate security through REFS. If appropriate, the EUI Administration can thereafter reinforce security.
- Two or three organisers are to leave their names with the EUI administration in order to act as contact persons: this designates them as the main persons responsible for the event.
- The organisers must adhere to all above mentioned-rules and guidelines of the FSC.
- The organisers must be present at all times (if necessary, FSC Managers will support them in carrying out their duties) and are responsible for eventual damages.
- The organisers must make sure that the bar is left in a cleanable state. This means that all bottles (to be put in boxes) and all rubbish has to be collected and stacked outside and that the toilets are left in a decent state (i.e. one not undermining the dignity of the cleaning personnel).
- The security guards are to ensure that all guests exit the Institute building when the party finishes; organisers of the event are to indicate clearly to the guards that the event has finished.
- The bar reserves the right to refuse admission, expulse or ban, anyone who is deemed to be behaving aggressively or anti-socially; security guards may on request of the organisers – expel or refuse entry or check the identity of gate crashers; in cases of security problems related to drunkenness or aggressive behaviour the security guards should be informed; they will act in accordance with the EUI Safety and Security Rules and in accordance with their professionalism and the service regulations of the Security Guards.
- In cases of damages inflicted by members of the EUI or guests, the person(s) responsible must cover the costs of repairs. Security guards, party organisers and FSC members have to identify such violators.
- In cases where the person(s) responsible for the damage has not been identified, FSC will cover the cost of repairs. In such cases, ultimate liability for damages will rest with the party organisers, and FSC will retain the right to request the event organisers to reimburse the costs thus incurred. FSC Managers must inform event organisers of their liability set forth in this paragraph before the decision to hold the party is made.

#### **d. General Maintenance**

- In the event of a technical or mechanical failure, or as a result of ordinary wear and tear of the equipment, insulation, furniture etc. provided by the EUI, the REFS is responsible for repairs and eventual replacements.

- The EUI has no responsibility for any physical or material damage resulting from the use of the EUI's premises in connection with any activities linked to FSC.

## Annexes

1. Fiasco Social Club Safe Space Policy and informal procedure to be followed by the FSC Staff and the FSC Managers, in cases of misconduct.
2. Fiasco Social Club External Guest Form.

## Annex 1

### FIASCO SOCIAL CLUB - SAFE SPACE POLICY

#### PREAMBLE

The EUI Policy on Harassment, Sexual Harassment, and Bullying states that: *“The EUI is committed to ensuring a stimulating and supportive learning and working environment that is free from any form of harassment, including sexual harassment and bullying. This policy reinforces the standards of respect and civility with which members of the Institute are expected to treat one another and aims to guarantee equal and inclusive access to all EUI activities. The EUI is committed to a zero-tolerance approach to harassment and bullying, taking proactive measures to prevent these forms of conduct, and securing prompt and effective redressal of grievances.”*

FSC Managers and staff are committed to creating a relaxing and pleasant environment that is free from discrimination and harassment.

The EUI Policy on Harassment, Sexual Harassment, and Bullying which also applies to the FSC stipulates, inter alia, that the policy may result in the activation of EUI disciplinary procedures.

The guidelines below gathered in a so called “Safe Space Policy”, are meant to serve as a way to raise awareness of potentially intimidating, hostile, degrading, humiliating or offensive behaviour, and to indicate that actions will be taken if necessary to make sure that FSC, is free from any form of discrimination and harassment.

#### SAFE SPACE POLICY

The basic tenet is respect: respect for each other (our backgrounds, identities, ideas, bodies and feelings) as well as respect for the FSC space.

Remember that harassment, in any form, will not be tolerated in FSC.

Be aware of the range of different identities (such as gender, race, class, religion) that people may identify with, and avoid making generalizations or assumptions about people.

Be aware that anyone in FSC could have been a victim of a particular form of oppression (for example, violence, racism or sexual assault) and may therefore be particularly sensitive to some topics of discussion, or to some actions.

If you are, or you know that someone else is feeling uncomfortable or distressed by a specific interaction-taking place at FSC, do not hesitate to talk about it or to raise it with the bartenders on shift, or with the FSC Managers.

Any person visiting – both EUI and non-EUI member - FSC is accountable for their own language and behaviour. If you are found in breach of the FSC's Safe Space Policy, you may be sanctioned following the established procedures (see the accompanying procedural document).

### **INFORMAL PROCEDURE to be followed by the Fiasco Social Club (FSC) Staff and the FSC Managers, in cases of MISCONDUCT**

In all cases confidentiality will be guaranteed by the [EUI Data Protection Policy](#):

#### **Article 1**

If a staff member of FSC witnesses an act of misconduct, the staff member shall ask the person to leave the FSC immediately. The staff member shall notify the FSC Managers of the incident as soon as possible.

#### **Article 2**

If an alleged victim, or a significant number of witnesses or the FSC staff report acts of misconduct or harassment, FSC Managers shall assess the situation, facts and allegations to the best of their ability. Managers may decide to impose sanctions including a formal ban on FSC entry for a determined period. The Managers will notify the decision to the person / alleged perpetrator(s) individually, providing reasons for their decision, and inform them of its immediate effect. The person/ alleged perpetrator may object to the decision of the FSC Manager, as per the procedure set in Article 3.

#### **Article 3**

In case an objection is raised that cannot be resolved between the FSC Managers and the person/ alleged perpetrator(s), an ad-hoc committee will be composed and be asked to examine the case. This may result in amending, upholding or revoking the decision of the FSC Managers.

The sub-committee will be composed on ad hoc basis and be called on the request of the FSC chairperson. The sub-committee will consist of three volunteering members: (1) FSC chairperson (2) a member of the FSC (3) Confidential Harassment Advice Service (CHAS) member. The members of the sub-committee are bound by confidentiality and must indicate any potential conflict of interest with any party involved. The sub-committee may request the advice of the Director of Academic Service.

#### **Article 4:**

In case the informal procedure fails, the EUI institutional procedures will be followed as set out by the Disciplinary Regulations and the EUI Policy on Harassment, Sexual Harassment, and Bullying.

**Annex 2****Fiasco Social Club - External Guest  
Form**

I, the undersigned ....., hereby declare that I have been invited into the premises of Fiasco Social Club as an external guest by ....., a member of the European University Institute (EUI).

I also declare to have read and understood the following:

- Fiasco Social Club is based on the premises of the EUI in Badia Fiesolana. By entering its premises, I accept to abide by any applicable internal rules and regulations, including the EUI Security Policy, the EUI Access Procedures, the Fiasco Social Club Safe Space Policy and the EUI Policy on Harassment, Sexual Harassment and Bullying.
- Any activities undertaken within those premises remain within my personal responsibility, including the consumption of food and beverages. No liability shall be claimed on the side of the EUI.
- Any processing of my personal data will be in full compliance with the EUI's Data Protection Policy.

Signed in Florence, on .....

.....

External guest's signature

.....

EUI member's signature