

STAFF ALCOHOL AND CONSUMPTION POLICY

1. PURPOSE AND SCOPE

This policy ensures a safe, productive, and professional work environment for all employees and guests. It applies to all staff members, including management, on-site at Provence Marinaside.

2. ON-DUTY CONSUMPTION

2.1 Zero Tolerance: Consumption of alcohol during working hours, including lunch or rest breaks, is strictly prohibited.

2.2 Fitness for Duty: Employees must report to work "fit for duty"—free from the influence of any substance that may impair judgment, coordination, or safety.

2.3 Tasting Exceptions: At the discretion of management, staff may participate in supervised educational tastings for training purposes.

3. POST-SHIFT CONSUMPTION ("SHIFT DRINKS")

Employees may consume a maximum of TWO drinks after their shift (with your first drink at a 50% discount), provided they meet the following criteria:

3.1 Clocked Out: You must be fully clocked out and have completed all closing duties.

3.2 Uniform Policy: You must change out of your uniform or cover it completely with street clothes (e.g., a jacket or sweater).

3.3 Seating: Staff must sit in TWB and high tops designated area, not at the Provence bar, behind the bar or in work-only zones.

3.4 Service: All drinks must be served by a non-off-duty bartender and recorded in the POS system. Self-service is strictly prohibited.

4. CONDUCT AND RESPONSIBILITY AS A GUEST

4.1 The "Two-Hour Rule": Staff need to leave the premises for at least two hours before returning as a guest to ensure a clear break from their shift.

4.2 Change of clothes: Employees must be completely out of uniform to clearly signal to other guests and staff they are now a new customer.

4.3 Professionalism: Off-duty employees drinking at the bar or restaurant are viewed as representatives of the restaurant and must maintain professional conduct. Loud, aggressive, or inappropriate behavior will result in immediate loss of drinking privileges.

4.4 Safe Transportation: The restaurant strictly prohibits drinking and driving. If an employee appears impaired, management will arrange for safe transportation (e.g., a taxi or rideshare).

4.5 Underage Policy: No alcohol will be served to any employee under the legal drinking age.

5. CONSEQUENCES OF VIOLATION

Failure to adhere to this policy may result in disciplinary action, up to and including termination of employment.