Sorority and Fraternity Excellence (SAFE) Compact Requirements
SAFE Compact Requirements

- **Quarterly**
  - Grade Report (GPA > 2.5)
  - New Member forms*
  - Chapter Roster
  - Community Service & Philanthropy Report
  - Chapter Contact Sheet (Advisor Required)
  - Member Intake/New Member Education Form

- **DUE Monday, 11/24/14**
SAFE Compact Requirements

- **Annually**
  - “50 Questions...” risk management form
  - Liability Insurance Certificate

- **Must be updated by Monday, 11/24/14**
SAFE Grade Report

1. Your Spring 2014 grade reports are being emailed to you for updating.

2. Review your report for students who should NOT be on your Fall 2014 report:
   1. Not members
   2. Alumnae/i
   3. Inactive
   4. Abroad
   5. Taking ALL of their classes P/NP
1. Email
2. Review
3. Notify Joaquin to remove all of the people on your Spring 2014 report who should NOT be on your Fall 2014 report.
SAFE Grade Report

From: alphabetapresident@gmail.com
To: jbfeliciano@ucadvis.edu

Dear Joaquin:
For the Fall 2014 grade report, please remove the following students: Robert Arao, Michael Bueno, Spencer Ceccola...Thanks!
SAFE Grade Report

1. Email
2. Review
3. Notify
4. Review your Spring 2014 report for members who need to be ADDED for Fall 2014:
   1. Actives coming back from abroad, P/NP
   2. New members, pledges, initiates, etc.
SAFE Grade Report

1. Email
2. Review
3. Notify
4. Review

5. Instruct everyone who needs to be ADDED to your Fall 2014 report to
   1. log onto OrgSync and
   2. complete the **Anti-Hazing Statement and Authorization for Release of GPA and Academic Standing** Form
SAFE Grade Report

Center for Student Involvement

Forms

The Center for Student Involvement is
SAFE Grade Report

Center for Student Involvement

Forms

- Agency Account Check Request Form
  - Today
  - 12 Pending

- Departmental Sponsorship Form
  - Today
  - 5 Pending

- Application to Raise Funds
  - Today
  - 2 Pending

- Agency Account Information Request
  - Today

- Student Organization Spotlight Application
  - October 30
  - 5 Pending

- Student Leader Profile Nomination Form
  - October 30
  - 7 Pending

- Design Approval & Trademark Guidelines
  - October 15
  - 1 Pending

- Organization Leadership & Terms/Conditions
  - Today
  - 1 Pending

- President and Treasurer Terms & Conditions
  - Today
  - 1 Pending

- Anti-Hazing Statement and Authorization for Release of GPA and Academic Standing
  - Greek Life
  - Today
  - 30 Pending
SAFE Grade Report

1. Email
2. Review
3. Notify
4. Review
5. Instruct
6. Review the weekly grade report updates sent out by OSFL to ensure accuracy
7. Complete all changes to your grade report list by Monday 11/24
SAFE Grade Report - Results

1. Available to Chapters by end of 2\textsuperscript{nd} week of following Quarter.
2. Follow up with groups with GPA < 2.5
3. Posted on OSFL website.
## SAFE Grade Report - Results

### Spring Quarter 2014 - Average Quarter and Cumulative GPAs

<table>
<thead>
<tr>
<th>Student Population</th>
<th>Total Students</th>
<th>Quarterly G.P.A.</th>
<th>Cumulative G.P.A.</th>
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<tbody>
<tr>
<td>Sorority Women</td>
<td>1448</td>
<td>3.019</td>
<td>3.054</td>
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<tr>
<td>All Undergraduate Women</td>
<td>13688</td>
<td>3.021</td>
<td>3.036</td>
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<td>Fraternity Men</td>
<td>942</td>
<td>2.908</td>
<td>2.985</td>
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<tr>
<td>All Undergraduate Men</td>
<td>10394</td>
<td>2.941</td>
<td>2.989</td>
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<tr>
<td>All Sorority and Fraternity Members</td>
<td>2426</td>
<td>2.976</td>
<td>3.027</td>
</tr>
<tr>
<td>All Undergraduate Students</td>
<td>24082</td>
<td>2.987</td>
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**SAFE Grade Report - Results**

<table>
<thead>
<tr>
<th>Governing Council</th>
<th>Highest Avg. Spring 2014 GPA</th>
<th>Highest Cumulative GPA</th>
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</thead>
<tbody>
<tr>
<td>All Participating Organizations</td>
<td>Sigma Alpha Epsilon Pi - 3.347</td>
<td>Phi Alpha Delta - 3.359</td>
</tr>
<tr>
<td>Asian Sorority and Fraternity Council</td>
<td>Psi Chi Omega - 2.866</td>
<td>Psi Chi Omega - 2.955</td>
</tr>
<tr>
<td>Davis Collegiate Panhellenic Association</td>
<td>Sigma Alpha Epsilon Pi - 3.347</td>
<td>Sigma Alpha Epsilon Pi - 3.267</td>
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<td>Interfraternity Council</td>
<td>Alpha Epsilon Pi - 3.215</td>
<td>Alpha Gamma Omega - 3.238</td>
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<td>Professional Sorority and Fraternity Council</td>
<td>Phi Sigma Pi - 3.318</td>
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<td>United Sorority and Fraternity Council</td>
<td>Sigma Delta Alpha - 3.253</td>
<td>Sigma Delta Alpha - 3.210</td>
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</table>

**Downloadable copies of the complete Greek Grade Report:**

- Spring 2014 Greek Grade Report
- Winter 2014 Greek Grade Report
- Fall 2013 Greek Grade Report
New Member Forms

1. Due w/in two days after issuing bids AND two days after completing initiations.
New Member Forms

1. Due w/in two days after issuing bids AND two days after completing initiations.

2. After issuing bids, download and complete all but the last column of the new member spreadsheet and email to Joaquin or Thomas.
New Member Forms

Complete SAFE Compact Standings
- Winter 2014 SAFE Compact report
- Complete Spring 2013 SAFE Compact report and Fall 2013 standings
- Winter 2013 SAFE Program report
- Fall 2013 SAFE Program report

SAFE Compact Forms and Instructions
- Download the full SAFE Compact
- Instructions for completing WINTER 2014 SAFE Compact requirements
- SAFE Compact Forms
  - New Member Education (NME) / Member Intake Process (MIP) Intent/Abstain Form
  - New Member Spreadsheet
  - Chapter Roster Template
  - Philanthropy and Community Service Template
  - 50 Questions Every Chapter Risk Management Plan Should Answer document
  - Chapter Office and Advisor Contact Form
New Member Forms
New Member Forms
<table>
<thead>
<tr>
<th>Count</th>
<th>FIRST NAME</th>
<th>LAST NAME</th>
<th>UCD Email Address</th>
<th>Phone Number</th>
<th>Date Started NME</th>
<th>Date Initiated</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>Arnold</td>
<td>Example</td>
<td><a href="mailto:example@ucdavis.edu">example@ucdavis.edu</a></td>
<td>(900) 451-4510</td>
<td>10/20/13</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Joaquin</td>
<td>Feliciano</td>
<td><a href="mailto:feliciano@ucdavis.edu">feliciano@ucdavis.edu</a></td>
<td>530.530.5300</td>
<td>10/20/13</td>
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</tr>
<tr>
<td>2</td>
<td>Arnold</td>
<td>Schwarzenegger</td>
<td><a href="mailto:conan@thebarbarian.edu">conan@thebarbarian.edu</a></td>
<td>916.916.9166</td>
<td>10/20/13</td>
<td></td>
</tr>
</tbody>
</table>
New Member Forms

1. Due w/in two days after issuing bids AND two days after completing initiations.
2. After issuing bids, download and complete all but the last column of the new member spreadsheet and email to Joaquin or Thomas.
3. After initiations, complete the last column for students who completed the process and email to Joaquin or Thomas*. 

*Please ensure all forms are completed accurately and promptly to facilitate the smooth transition of new members.
New Member Forms

<table>
<thead>
<tr>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D</th>
<th>E</th>
<th>F</th>
<th>G</th>
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<td>LAST NAME</td>
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<td>3</td>
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<td>10/20/13</td>
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</tbody>
</table>
Chapter Rosters

1. Email Joaquin or Thomas to get a copy of your Spring 2014 SAFE Roster Report.
Chapter Rosters

1. Email

2. **Remove** everyone who’s no longer an active member.
   1. Leave abroad and P/NP members on there
Chapter Rosters

1. Email
2. Remove
3. Add all new members for Fall 2014, including pledges, initiates, etc.
Chapter Rosters

1. Email
2. Remove
3. Add
4. Provide complete information for all members
   1. Office
   2. Initiation
   3. Training
   4. Extracurriculars
Chapter Rosters

1. Email
2. Remove
3. Add
4. Provide complete information for all members
5. Email in Excel format to Joaquin by Mon, 11/24
## Chapter Rosters

<table>
<thead>
<tr>
<th>First Name Last Name</th>
<th>Chapter Office</th>
<th>QTR Initiated</th>
<th>Alcohol Training</th>
<th>Hazing Training</th>
<th>Risk Training</th>
<th>Student Group 1</th>
<th>Student Group 2</th>
<th>Student Gro</th>
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<td></td>
<td>Director of Alumnae Relations</td>
<td>Fall 12</td>
<td>09/30/13</td>
<td>09/30/13</td>
<td>09/30/13</td>
<td>Outdoor Adventure Club</td>
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<tr>
<td></td>
<td>Fall 11</td>
<td>09/30/13</td>
<td>09/30/13</td>
<td>09/30/13</td>
<td>ASUCD Sexual Assault Awareness or Davis Honors Challenge</td>
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<td></td>
<td>Fall 13</td>
<td>09/30/13</td>
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<td>09/30/13</td>
<td>Vet Aide Club</td>
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<td></td>
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<td>09/30/13</td>
<td>09/30/13</td>
<td>09/30/13</td>
<td>American Red Cross Club</td>
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<td></td>
<td>Fall 10</td>
<td>09/30/13</td>
<td>09/30/13</td>
<td>09/30/13</td>
<td>UCDPhi Administration Advisory Committee Member</td>
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<td>Social Events, Director of Parent's Club</td>
<td>Fall 12</td>
<td>09/30/13</td>
<td>09/30/13</td>
<td>09/30/13</td>
<td>GreekBeats A Capella</td>
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<td>09/30/13</td>
<td>09/30/13</td>
<td>09/30/13</td>
<td>Camp Kesem</td>
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<td>09/30/13</td>
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<td>Nutrition Club</td>
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<td>09/30/13</td>
<td>09/30/13</td>
<td>09/30/13</td>
<td>Outdoor Adventure Club</td>
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<td>Spring 13</td>
<td>09/30/13</td>
<td>09/30/13</td>
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<td>Camp Kesem</td>
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<td>09/30/13</td>
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<td>Running Club</td>
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</table>

- Remove non-members
Chapter Rosters

- Remove non-members
- Add new members and Qtr. of initiation
## Chapter Rosters

- Remove non-members
- Add new members and Qtr. of initiation
- Update training dates (Qtr and Yr is okay) – req. 80% every year

<table>
<thead>
<tr>
<th>FIRST NAME LAST NAME</th>
<th>CHAPTER OFFICE</th>
<th>QTR INITIATED</th>
<th>Alcohol Training</th>
<th>Blazing Training</th>
<th>Risk Training</th>
<th>Student Group 1</th>
<th>Student Group 2</th>
<th>Student Group 3</th>
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<td>Outdoor Adventure Club</td>
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<td>09/30/13</td>
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<td>Director of Student Life</td>
<td>Fall 7</td>
<td>09/30/13</td>
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<td>Fashion and Design Society</td>
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</tbody>
</table>
## Chapter Rosters

- Remove non-members
- Add new members and Qtr. of initiation
- Update training dates (Qtr and Yr is okay) – req. 80% every year
- Add extracurricular activities, up to three per member
  - Other groups, work, internship, volunteerism, ICA or club sports, and any other organized activity
Track community statistics:
- Numbers and percentages of affiliated students
- Range and average Chapter size
- Extracurricular engagement
- Risk management training
Track community statistics:
- Numbers and percentages of affiliated students (2426 / 10%)
- Range and average Chapter size (2 – 131 / 40)
- Extracurricular engagement (avg.=1.1/mbr; max=2.2/mbr)
- Risk management training
1. Email Joaquin or Thomas to get your Fall 2013 CS&P report
   1. Your Winter report covers Fall 2013 – Fall 2014
Community Service & Philanthropy

1. Email

2. Remove information from any event/activity that happened in Spring 2013 or earlier
Community Service & Philanthropy

1. Email
2. Remove
3. ADD any missing events or information Fall13-Spr14 events/activities
4. ADD all new events/activities from Fall14
   1. Events hosted by Chapter
   2. Events attended by Chapter
   3. Activities by individual members
## Community Service & Philanthropy

<table>
<thead>
<tr>
<th>EVENT NAME</th>
<th>EVENT DATE</th>
<th>TYPE?</th>
<th>Benefitting Organization</th>
<th>FUNRAISER</th>
<th>COMMUNITY SVC / VOLUNTEER</th>
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<tbody>
<tr>
<td>Relay for Life - AXO</td>
<td>04/13/13</td>
<td>FUNDRAISER</td>
<td>American Cancer Society</td>
<td>$2,000.00</td>
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<td>ASUCD Picnic Day</td>
<td>04/20/13</td>
<td>COMMUNITY SVC / VOLUNTEER</td>
<td>Davis Community &amp; Picnic Day</td>
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<td>Post-Picnic Day Cleanup</td>
<td>04/21/13</td>
<td>COMMUNITY SVC / VOLUNTEER</td>
<td>Davis Community</td>
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<td>4</td>
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<tr>
<td>AXO Luminary Project</td>
<td>10/16/13</td>
<td>WORKSHOP / PUBLIC SERVICE</td>
<td>Domestic Violence Awareness</td>
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<td>4</td>
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<td>Kappa Alpha Theta Casa Fiesta</td>
<td>10/17/13</td>
<td>COMMUNITY SVC / VOLUNTEER</td>
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<td>AXO Runway</td>
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<td>FUNDRAISER</td>
<td>Alpha Chi Omega Foundation &amp; SADVC</td>
<td>$2,090.00</td>
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<tr>
<td>Paint &amp; Restore Building</td>
<td>11/01/13</td>
<td>COMMUNITY SVC / VOLUNTEER</td>
<td>SADVC</td>
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<td>WORKSHOP / PUBLIC SERVICE</td>
<td>Davis Community</td>
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# Community Service & Philanthropy

<table>
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<tr>
<th>EVENT NAME</th>
<th>EVENT DATE</th>
<th>TYPE?</th>
<th>Benefitting Organization</th>
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<th>COMMUNITY SVC / VOLUNTEER</th>
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<tr>
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<td>FUNDRAISER</td>
<td>American Cancer Society</td>
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<td>American Cancer Day</td>
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<td>Davis Community &amp; Kids Day</td>
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<td>Paint &amp; Restore Building</td>
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<tr>
<td>Neighborhood Court</td>
<td>Spring 2014</td>
<td>COMMUNITY SVC / VOLUNTEER</td>
<td>Davis Community</td>
<td>1</td>
<td>20</td>
</tr>
<tr>
<td>Kappa Dash</td>
<td>10/14/14</td>
<td>COMMUNITY SVC / VOLUNTEER</td>
<td>Taylor Family Foundation</td>
<td>2</td>
<td>6</td>
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</tbody>
</table>
Comm Svc & Philo - Results

• Compile and report community statistics
Chapter Contact Sheet

1. Download form from OrgSync or website
2. Add all requested information
3. Email to Joaquin by Mon, 11/24
MIP/NME Form

1. Download form from OrgSync or website
2. If you **ARE** holding recruitment/rush in Winter 2015:
   1. Add all requested information on first page
   2. Obtain all required signatures
3. Submit **hardcopy** to Joaquin or Thomas by Mon, 11/24
NOTICE OF INTENT TO CONDUCT MEMBERSHIP INTAKE (MIP)/NEW MEMBER EDUCATION (NME) PROCESS

The officers and members of [chapter name] are proud to announce the intake/education of new members for the Fall, Winter or Spring (circle one) quarter of [date].

Interest Meeting(s) will be held on:

Selection will conclude on:

Education of candidates/aspirants/intake process will begin on:

Candidates/aspirants will be initiated on:

New members will be presented on: (Date, Time and Location)

NOTE: A copy of the location confirmation must be attached to this form.

The person in charge MIP/NME for the Chapter will be:

Name
Title in Chapter
Phone Number
E-Mail Address

The chapter advisor supervising MIP/NME for the Chapter will be:

Name
Title in Chapter
Phone Number
E-Mail Address

Signature

Signature
MIP/NME Form

1. Download form from OrgSync or website
2. If you ARE NOT holding recruitment/rush in Winter 2015:
   1. Complete second page
3. Submit **hardcopy** to Joaquin by Mon, 11/24
NOTICE OF INTENTION TO ABSTAIN FROM CONDUCTING MEMBERSHIP INTAKE (MIP) / NEW MEMBER EDUCATION (NME) PROCESS

The __________________ chapter of __________________ does not intend to conduct membership intake during the Fall, Winter or Spring (circle one) quarter of __________________. We understand that should that decision change, we must notify Fraternity & Sorority Life in writing, with written approval from the Chapter Advisor. We understand that if we engage in pre-pledging activities not a part of the inter/national process, it will be reported to the Coordinators for Fraternity & Sorority Life, Student Judicial Affairs, and/or the University Police and the inter/national organization headquarters.

Chapter President (Print) __________________________ (Signature) __________________________ (Date) __________________________

Chapter Advisor (Print) __________________________ (Signature) __________________________ (Date) __________________________

This form must contain original signatures no faxes will be accepted.
Questions?

Questions? Potential Issues?
‘50 Questions... ’ Form

1. Due with all other SAFE forms during a new President’s first Quarter in Office
   1. Start revisions early!
   2. Work on this with your entire Exec.
‘50 Questions... ’ Form

Risk Management Policy

4. What is your national’s policy regarding alcohol and drug use by its members?

5. What is your local chapter’s/colony’s/interest group’s policy regarding alcohol and drug use?

6. What is your national’s policy regarding hazing?

7. What is your local chapter’s/colony’s/interest group’s policy regarding hazing?

8. What are your national’s policies regarding sexual, verbal, and physical abuse by its members?

9. What are your local chapter’s/colony’s/interest group’s policies regarding sexual, verbal, and physical abuse?
‘50 Questions... ’ Form

1. Contact Joaquin or Thomas for the old copy of your Chapter’s ‘50 Questions...’ document.
‘50 Questions... ’ Form

1. Contact

2. Review the document with your Chapter Advisor and Exec Board.
‘50 Questions... ’ Form

1. Contact
2. Review
3. **Update the document as necessary.**
‘50 Questions... ’ Form

1. Contact
2. Review
3. Update
4. Submit electronically to Joaquin or Thomas by Mon, 11/24
Liability Insurance Certificate

1. Groups *with* headquarters-provided liability insurance must have a current certificate of insurance on file
**CERTIFICATE OF LIABILITY INSURANCE**

**ACORD.**

**DATE:** 04/10/2013

**HOLDER:** Regents of the University of California

**ADDRESS:** One Shields Avenue, Davis, CA 95616

**ISSUER:** Liberty Surplus Insurance Corp

**POLICY NUMBER:** 100000519407

**EXPIRATION DATE:** 04/01/2014

**COVERAGES**

<table>
<thead>
<tr>
<th>TYPE OF INSURANCE</th>
<th>POLICY LIMIT</th>
<th>DAV</th>
<th>AGG</th>
<th>RETENTION</th>
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<tr>
<td>General Liability</td>
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<td>Umbrella Liability</td>
<td>$1,000,000</td>
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</table>

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES**

The certificate holder is an additional insured with regard to the above listed policy.

**CANCELLATION**

Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.

**AUTHORIZED REPRESENTATIVE**

Edward (Ned) Kirklin/MANDY
1. Groups *without* headquarters-provided liability insurance must provide a letter indicating that and submit the Chapter and Personal Liability Form.
CHAPTER AND PERSONAL LIABILITY ACKNOWLEDGEMENT FORM

By signing this Acknowledgement, as a Chapter eligible for campus event coverage through the UC-provided Campus Conexxions, we understand and acknowledge that the insurance policy covers only those events held on the UC Davis campus that are registered with and approved by Campus Conexxions.

We understand and acknowledge that the Chapter will not be allowed to hold on-campus events that are not registered with and approved by Campus Conexxions.

We understand and acknowledge that Chapter events held off campus are not covered by the Campus Conexxions insurance policy, therefore the Chapter’s officers and its individual members may be held personally liable for such off campus events.

We acknowledge that we have been advised by the University of California Davis through the Greek Life Office that, in order to minimize the risk of liability to the Chapter’s individual members, we should purchase a separate liability insurance policy for our Chapter.

We agree and acknowledge that we will advise the Chapter’s individual members of the information in this Acknowledgement.

Fraternity/Sorority Name

Individual Chapter Name

Chapter President (Print) (Signature) (Date)

Chapter Vice President (Print) (Signature) (Date)

Chapter Advisor (Print) (Signature) (Date)

This form must contain original signatures. Faxes will not be accepted.
Liability Insurance Certificate

The groups below will need to get updated insurance certificates for Fall 2014 SAFE

- Sigma Pi Alpha
- Phi Alpha Delta
- Pi Kappa Alpha
- Alpha Epsilon Pi
- Delta Chi
- Delta Phi Omega
- Delta Sigma Phi
- Pi Kappa Phi
- Theta Tau
- Zeta Sigma Chi
- Lambda Theta Alpha
Questions? Potential Issues?