

## UNDERSTANDING THE LICENCE

Each licence has its own characteristics and legal requirements. To help you to serve alcohol responsibly, and within the licence conditions, it is recommended you find out about the licence type, venue house management policy and procedures along with any restrictions you need to abide by.

## TRAINING

Responsible service of alcohol training is now a requirement under the Liquor Control Act 1988. This training can be useful in helping you in your job, such as managing difficult patrons and situations. It is also extremely useful for knowing your rights and obligations when working behind a bar.

You can ask your approved manager about training requirements or contact the Department of Racing, Gaming and Liquor for detailed information.

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Remember, responsible service of alcohol!



### FOR FURTHER INFORMATION CONTACT:

Department of Racing, Gaming and Liquor  
Phone: (08) 9425 1888

Police Alcohol and Drug Coordinator  
Phone: Contact your local Police Station

Prevention Branch, Drug and Alcohol Office  
Phone: (08) 9370 0358

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What you need to know about the responsible service of alcohol

AN INTRODUCTORY GUIDE FOR BAR STAFF

**THERE ARE SOME SIMPLE THINGS THAT YOU NEED TO REMEMBER WHEN WORKING (WHETHER PAID OR AS A VOLUNTEER) BEHIND A BAR. IF YOU DON'T FOLLOW THEM, IT COULD COST YOU, YOUR APPROVED MANAGER AND THE LICENSEE A LOT OF MONEY.**

**THERE ARE FOUR MAIN THINGS TO REMEMBER WHEN SERVING ALCOHOL TO CUSTOMERS:**

- ◆ **It is an offence to permit drunkenness**  
You are not allowed to get people drunk.
- ◆ **It is an offence to serve alcohol to drunk people**  
You are not allowed to sell alcohol to people who appear to be drunk already.
- ◆ **It is an offence to serve alcohol to anyone under 18 years of age**  
You can only accept an Australian photographic driver's licence, current passport or another prescribed document such as a Proof-of-Age card as identification.

◆ **It is an offence to allow people who are violent, quarrelsome, disorderly or behaving indecently on licensed premises.**

Your decision to refuse service to someone who is behaving badly is supported by the law (Section 115(1), Liquor Control Act 1988).

It is important to remember that the law supports you to serve alcohol responsibly.

**THE LIQUOR CONTROL ACT 1988**

The Liquor Control Act 1988 is the law that governs the sale and supply of alcohol in Western Australia. There are sections of the Liquor Act that support you in providing the responsible service of alcohol.

**HOW DO I KNOW IF SOMEONE IS DRUNK?**

Section 3A of the Liquor Control Act 1988 states that: "A person is drunk for the purpose of this Act if the person is on licensed premises or regulated premises; and the person's speech, balance, coordination, or behaviour appears to be noticeably impaired; and it is reasonable in the circumstances to believe that that impairment results from the consumption of liquor."

**WHAT DO I DO IF SOMEONE IS DRUNK?**

Under Section 115(1) of the Liquor Control Act 1988, the following is not permitted on licensed premises:

- “(i) drunkenness
- (ii) violent, quarrelsome, disorderly or indecent behaviour.”

Speak with your manager about the management policy on removing drunk and disorderly people from the premises.

**WHAT ABOUT JUVENILES (PEOPLE UNDER THE AGE OF 18)?**

Section 121 (1) of the Liquor Control Act 1988 states that you are not allowed to serve alcohol to people who are under 18-years-of-age.

If you do serve a person who is drunk or underage, then not only can you be fined, but your approved manager and licensee can also be fined.

