

Best Practices Program



City Code Chapter 111: Alcoholic Beverages Section 111.10 (C)(2)

Purpose

The Best Practices Program (BPP) is a City sponsored program aimed at eliminating alcohol sales to youth. This free voluntary program is offered to all liquor license holders in the City. The BPP offers incentives to participating licensees to undertake certain practices with the objective of avoiding alcohol sales to minors.

Benefits of Participation

Benefits to liquor license holders participating in the BPP include regularly scheduled, City-provided training at no cost; and a reduction in penalties if a violation should occur.

Best Practices training is not offered to non-registered liquor licensees. Additionally, insurance companies may offer a discount or require employees be trained in Best Practices.

Violation(s) <ul style="list-style-type: none">• Sales to minors• Compliance check failures	Best Practices Business Presumptive Penalties	Non-Best Practices Business Presumptive Penalties
1 st Violation	\$500 fine	\$1000 fine and 3 day license suspension
2 nd Violation (within 24 months of first violation)	\$750 fine and 3 day suspension of license	\$1500 fine and 6 day license suspension
3 rd Violation (within 24 months of first violation)	\$1000 fine and 6 day suspension of license, Best Practices review panel	\$2000 fine and 9 day license suspension
4 th Violation (within 24 months of first violation)	Revocation	Revocation

If a Best Practices Business has two (2) or more violations within a three (3) year period, the City Council may choose to disregard a business' participation in the program and apply penalties different than the BPP presumptive penalties.

Participation

Licensees are notified of this program at the time of licensure and restated at the time of license renewal. However, enrollment may happen anytime during the license period; July through June. Interested licensees need to provide written intent to participate in the program. Upon successful completion of the BPP's requirements, the licensee will be categorized as a Best Practices Business.

It is the licensee's responsibility to ensure continued compliance with the program. Recertification will be required during annual renewal of a liquor license.

Best Practices trainings are typically offered at time of renewal. If your establishment chooses to participate, you will be notified once training dates have been determined.

Liquor licensees with an established employee training program and certification process may apply for a waiver from the City.



Best Practices Program Application

Business Name:	
Business Address:	
Business Phone:	Business Email:
Manager's Name:	Manager's Email:
Owner's Name:	Owner's Email:

Required Items
A minimum of 75% of alcohol selling employees (at any one time) have attended alcohol training conducted by the Hastings Police Department or other City preapproved training.
Established program providing ongoing training of both new and current alcohol selling employees. <i>A copy of the program and tracking must be provided.</i>
Established policy requiring identification checks for anyone appearing to be 40 years old or under. <i>A copy of program and tracking must be provided.</i>

Points (Circle)	Electives
10	Employee reward/recognition program for employees who catch any underage customer attempting to purchase alcohol.
10	**Automated ID card scanner system.
20	**Automated ID card scanner system that is integrated into register system.
10	Policy setting a minimum age of 21 for employees to sell alcohol products.
10	Meet with City staff immediately following a violation (instead of waiting for criminal court proceedings). <i>The Hastings Police Department will meet with the business after a violation occurs to discuss the situation and how future violations may be avoided.</i>
	Total Elective Points selected (Minimum 40 Points)

**Cannot elect both automated ID systems

Please select one:

- We choose **NOT** to participate in the Best Practices Program. By not participating, any violations will be charged to the fullest extent.
 - We are requesting to applying for a waiver from the City of Hastings for the Best Practices Program. We understand we must provide a copy of our established employee training program and certification process with our waiver application to the Deputy City Clerk.
- We cannot meet the 40 Elective Point requirement but would still like to participate in the Best Practices Program Training offered by the City.
- We meet the 40 Elective Point requirement and wish to participate in the training. This establishment agrees to be a Best Practices Establishment. It is understood that the required items and the selected electives be maintained. The City will conduct spot checks regarding this establishment's participation to determine compliance.

Owner/Licensee Signature

Date