

CONDITIONS AGREED WITH DORSET POLICE

1. All staff working at the premises concerned with the sale of alcohol shall be trained in accordance with an accredited training scheme on the law relating to prohibited sales, the age verification policy adopted by the premises and the conditions attaching to the premises licence. Refresher training shall be provided at least once every 6 months. A record shall be maintained of all staff training and that record shall be signed by the person receiving the training and the trainer. The records shall be kept for a minimum of 12 months and made available for inspection by police, licensing or other authorised officers.
2. An incident log shall be kept at the premises. The log shall include the date and time of the incident and the name of the member of staff who has been involved. and made available on request to an authorised officer of the Council or the Police, which shall record the following:
 - (a) any complaints received
 - (b) any incidents of disorder
 - (c) any faults in the CCTV system / or searching equipment /or scanning equipment
 - (d) any refusal of the sale of alcohol
 - (e) any visit by a relevant authority or emergency service
3. This log to be checked on a weekly basis by the DPS of the premises.
4. Challenge 25, shall be operated at the premises where the only acceptable forms of identification are (recognised photographic identification cards, such as a driving licence or passport I Holographically marked PASS scheme identification cards). Appropriate signage advising customers of the policy shall prominently displayed in the premises.
5. A CCTV system, shall be installed to cover all entry and exit points enabling frontal identification of every person entering in any light condition. The CCTV system shall continually record and cover areas where alcohol is kept for selection and purchase by the public, whilst the premises is open for licensable activities. It shall operate during all times when customers remain on the premises. All recordings shall be stored for a minimum period of 31days with correct date and time stamping. Recordings shall be made available immediately upon the request of Police or an authorised officer of the council throughout the preceding 31 day period. The CCTV system shall be updated and maintained according to police recommendations.
6. A staff member from the premises who is conversant with the operation of the CCTV system shall be on the premises at all times when the premises are open to

the public. This staff member must be able to show a Police or authorised council officer recent data or footage with the absolute minimum of delay when requested.

7. CCTV shall be downloaded on request of the Police or authorised officer of the council. Appropriate signage advising customers of CCTV being in operation, shall be prominently displayed in the premises.
8. A documented check of the CCTV shall be completed weekly to ensure all cameras remain operational and the 31 days storage for recordings is being maintained.

CONDITIONS AGREED WITH TRADING STANDARDS

1. Alcohol will not be sold to or delivered to any person who is challenged and fails to provide an acceptable form of ID.
2. There shall be the following statement on the premises website before point of order: "You must be 18 years old or over to purchase alcohol from this website. Be aware that purchases of alcohol are subject to a 'Challenge 25' age verification scheme. It is a criminal offence for anyone under the age of 18 to buy or attempt to buy alcohol, and for anyone buying or attempting to buy alcohol for persons under the age of 18."
3. All deliveries will be made by a reputable courier who has a relevant age verification process or the Premises Licence holder, or a direct employee of the Premises Licence holder.
4. Where deliveries are made by the Premises Licence holder, or a direct employee of the Premises Licence holder, the person making the delivery shall carry a book, or other form of record, in which they shall record the date, time and circumstances under which any challenge is made in accordance with the "Challenge 25" scheme.
5. This record, a version of which must be kept in English, shall be made available for inspection by any police, community support or authorised Council officer upon demand. The Designated Premises Supervisor shall frequently check the record to ensure all staff are using it and shall sign and date it immediately after the latest entry as a record of doing so.