

Staff Training Questionnaire

Business Name

Business Address

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.....

Employee name

Date completed

Signature of employee

Signature of responsible person



Q1: What is the legal age at which a person can buy alcohol?

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Q2: What is the legal age at which a person can buy cigarettes?

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Q3: When should we ask to see identification?

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Q4: Which of the following is acceptable ID?

Passport

Bus Pass

Birth Certificate

College ID

Q5: What features do you look for on a proof of age card? (tick all that apply)

Pass hologram card

Name

Date of birth

Photograph

Signature

Who issued the card

Q6 Why is a Student Union card (NUS) unacceptable as proof of age.

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Q7: If someone doesn't have any I.D what is the shop policy?

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Q8: What record must you complete every time you refuse to sell to a customer?

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Q9: Where is the challenge register kept?

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Q10: What would you do if you think that someone is using someone else's I.D or buying for other people who are under age?

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Q11: What can happen to someone who sells to an underage person?

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Q12: What is proxy purchasing?

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Q13: You can split packets of tobacco products and sell them as singles:

If the customer can't afford a full packet If the packet is damaged Never Only if you know the customer

Q14: Is cigarette lighter gas a dangerous solvent?

a) yes, only those over 18 can buy it

b) yes, only those over 16 can buy it

c) no, anyone can buy it

Q15: List the steps that are taken in your shop to avoid underage sales?

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