

Code of Conduct for packaged liquor licences in Victoria

A Code of Conduct (see MGA website for a copy) for packaged liquor licensees was initially published in the Victoria Government Gazette on 27 October, 2006. The Code was developed by licensees and their associations, the Office of the Small Business Commissioner and the Director of Liquor Licensing, following extensive public consultation. The Code is now under a review process, to be conducted by these same industry groups.

The Code is a condition of a packaged liquor licence. The purpose of the Code is to reinforce the aim of the Act to minimise harm from the abuse and misuse of alcohol, contribute to the further development of licensed premises and to facilitate the development of licensed facilities in keeping with community expectations.

Additional to requirements under the Act, the Code requires all packaged liquor premises to:

- Have 'House Rules' that all staff are trained in and are aware of. A template for developing this document for your business can be found on the MGA website.
- Have all staff trained in Responsible Service of Alcohol within three months of employment.
- Hold surveillance recordings for at least two weeks, and make these available to Victoria Police or Liquor Licensing Victoria upon request.
- The Code also covers signage obligations, minors on premises, and sales via internet, fax or email.

The Code forms part of a licensee's legal requirements under the Liquor Control Reform Act 1998 and is a condition of the liquor licence.

Members across Australia would benefit from viewing these documents as a means of governance and refreshing their own management practices.

At a recent review meeting for the Code, MGA learnt that Liquor Licensing staff are aware of the following breaches of licensing legislation (unfortunately mostly confined to the independent sector) and we now urge all members to immediately assess their own store and team members:

- Under age staff serving on registers where liquor is sold.
- Liquor being sold outside "Red Line" areas of licensed premises.
- No plan of licensed area ("Red Line" area) available on premises.
- Signage missing, battered, obscured or incomplete.
- RSA certificates (copies) unavailable when requested by Police or LLV.
- Registers situated incorrectly after renovations.
- Staff unaware of any existence of House Rules.
- Licensees unaware of the Code of Conduct.

Extensive consultation will be undertaken as the review of the Code of Conduct progresses and MGA/LRA will advise all members accordingly.

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CODE OF CONDUCT