



Town of Sudbury

Office of Selectmen
www.sudbury.ma.us

Flynn Building
278 Old Sudbury Rd
Sudbury, MA 01776-1843
978-639-3381
Fax: 978-443-0756

Email: selectmenoffice@sudbury.ma.us

TOWN OF SUDBURY BOARD OF SELECTMEN RULES AND REGULATIONS TRAINING FOR DISPENSERS AND SELLERS OF ALCOHOLIC BEVERAGES

- A. Any licensee holding an All Alcoholic, including seasonal, or Beer and Wine License shall participate in a program designed to train employees who engage in either package sales or pouring in methods of observation and detection to avoid selling or serving to intoxicated persons and/or minors. This program will be based on the type of license issued.
- B. Listed below are programs currently available which meet the requirements of this policy:
1. Techniques of Alcohol Management (T.A.M.), sponsored by the Mass. Package Store Association;
 2. Training for Intervention Procedures by Servers of Alcohol (TIPS), offered by Health Communications, and Alcohol Intervention Methods (AIM) Campbell/Trent;
 3. ServSave – recommended by the National Restaurant Association;
 4. Any Insurance Industry approved and qualified program offered by a certified trainer and approved by the Board of Selectmen.
- C. All personnel shall be required to participate in a training program based on the type of license issued. Establishments shall comply with this policy by having all of its eligible employees trained and certified.
- D. All establishments must maintain a roster or certificate of trained personnel in an accessible place during operating hours. An updated roster shall be submitted with the annual application for renewal of the license. The roster shall include:
1. Employee name
 2. Employee date of birth
 3. Employee social security number
 4. Type of training (license)
 5. Date valid
 6. Date of expiration
 7. Date of hire
- E. All personnel shall be required to be re-certified once every five (5)* years by an approved program, as noted above.
- F. Failure to comply with this policy may result in revocation of the license. Fines may also be levied against the license holder should any violation of this policy occur.

Adopted by the Sudbury Board of Selectmen on July 13, 1998.

* Amended by the Board of Selectmen on June 10, 2003.