



Licensing and Compliance Division

(Compliance Section)

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Functions:

Administrative Compliance

- Conduct routine administrative compliance inspections of locations that holds an alcohol license to determine compliance. Issue written citations to locations that have violated the ABC Board Rules and Regulations and Title 28 Code of Alabama.
- Conduct routine administrative inspections of locations that hold a tobacco permits to determine compliance. Issues written citations to locations that have violated the ABC Board Rules and Regulations and Title 28 Code of Alabama.
- Conduct investigations of complaints on licensed alcohol locations that have been received and recorded by the ABC Board.
- Request and testify at ABC Commission Hearing on citations issued to licensed locations.

Licensing Compliance

- Inspect potential locations to determine correct license type requested, take photos and draws sketches of the premise to be licensed. (This determines if location does or does not quality in reference to ABC Board Rules and Regulations/Title 28 Code of Alabama).
- Inspect locations that have applied for a tobacco permit.
- Return all finding of applicant's location back to the Licensing Sections for issuance or denial of alcohol license/tobacco permit.

Responsible Vendor Program Compliance

- Conduct Routine On-Site and Record Inspections of Responsible Vendor Program certified locations to determine compliance with ABC Board Rules and Regulations.
- Conduct required On-Site and Record Inspections of Responsible Vendor Program certified locations to determine compliance with ABC Board Rules and Regulations when a “Sale to Minor” citation has been issued against locations license.
- Conduct other required meetings of certified locations that are required by the ABC Board to certified locations at the time of a second offense (sale to minor).
- Assist in Responsible Vendor program course preparation.
- Monitor Vendor training of certified locations to determine compliance of ABC Board Rules and Regulations.

Alcohol Awareness

- Alcohol Awareness presentations are conducted by compliance staff at all types of venues.

Other Functions:

- Conduct tobacco trainings as directed by the ABC Board Hearing Commission in accordance with ABC Board Rules and Regulations.
- Assist ABC Stores Division (when requested) with checking ID’s during football season.
- Hold and conduct the Tobacco Advisory meetings required by law.