

LIC-VQ-CIS

Your VQ Assessment — What to Expect

Candidate information · Competence Based Vocational Qualification (VQ) · PHW Services

What this qualification is

You are being trained and assessed for a PHW Services Competence Based Vocational Qualification (VQ) in Underage Sales Prevention, Drugs Awareness, or Designated Premises Supervisor responsibilities — whichever course you are attending. This is not a regulated NVQ/RQF and is not issued by any awarding organisation; it is PHW's own evidenced standard.

What you will do

- Training covering the law, the policy, and what is expected of you — with knowledge questions asked and recorded throughout.
- A written knowledge test of 12 questions, answered in your own handwriting. Pass mark 80%.
- A practical or operational sign-off specific to your course (an authorisation, a policy adoption, or a delegation record).
- Sign-offs — you and the assessor sign each record. Sign in ink; never sign a blank record.

What you receive if successful

A VQ Award Certificate naming the course, your name, the premises, and the date. A full evidence file is retained by PHW Services backing your certificate: your test paper, K&U questioning record and signed assessment records, for at least two years.

If you don't pass first time

A refer means retraining the specific points missed and re-sitting — it is not a closed door. Safety/legal-critical questions must be correct regardless of your overall score.

Field	Detail
Candidate name	
Course	
Premises	
Date	

Scope and limitations — read before use

IMPORTANT — SCOPE AND LIMITATIONS. This document is a template and guidance product. It is a starting point, not a finished assessment. Every premises is different, and only the premises licence holder and the DPS know their own site, staff and operation. This is a PHW Services competence-based Vocational Qualification (VQ): structured training with recorded knowledge questioning, a written test and signed assessment records. It is NOT a regulated qualification (NVQ/RQF) and is not issued by, or equivalent to, any awarding organisation. Where an equivalent regulated qualification exists (for example BIIAB's Ofqual-regulated Level 2/3 Awards), that is a different product requiring an approved centre — this VQ does not claim to be it, or to substitute for it. The legal duties under the Licensing Act 2003 and all other relevant law remain with the premises licence holder and the DPS at all times and cannot be transferred to PHW Services or to any document. Seek competent legal advice where you are unsure.