

UAS-10

Assessment Records — Underage Sales Prevention

Candidate signature set. Complete in ink.

1. Knowledge & understanding — sign-off record

The assessor has questioned the candidate against the K&U points below; substance of the answer matters, not exact wording.

K&U point	Met?	Candidate initials	Date
The offence under s.146 and who commits it (the server, personally, and the business).			
Challenge 25 is policy and industry standard, not statute — selling to a child is the offence.			
Acceptable and unacceptable forms of ID, and how to check a photocard in order.			
What a proxy sale is and why it is also an offence.			
When and where a refusal must be recorded.			
The persistent-selling threshold and its consequences for the premises licence.			
What the due diligence defence requires as evidence.			

2. Written knowledge test (UAS-03) — marking record

Field	Detail
Score	_____ of 12 (pass 80% (10 of 12))
Safety/legal-critical questions	Questions on serving without authorisation and on manager override must be correct regardless of score.
Result	PASS / REFER (circle one)
Marked by	_____
Date	_____

3. Practical / operational sign-off

Confirms the candidate has signed the authorisation and declaration confirming they will not sell alcohol without training and the DPS has authorised them to sell.

Item	Confirmed	Signed (DPS/manager)	Date
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UAS-06 Authorisation and
Staff Declaration

Certification decision

Component	Complete?
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Knowledge & understanding sign-off

Written knowledge test passed

Practical/operational sign-off

Certificate issued By: _____ 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.