

# Alcohol Server Training Compliance Checklist (2026 Edition)

A practical, step-by-step guide to ensure staff are certified and your business stays compliant.

## Step 1: Identify Your State's Requirements

- Check your state's Alcohol Beverage Control (ABC) website.
- Confirm whether alcohol server training is mandatory, voluntary, or locally regulated.
- Note the required program name (e.g., RBS, BASSET, RAMP).

## Step 2: Know the Deadlines

- Determine how soon after hire training must be completed (e.g., within 30 days).
- Check if renewal or recertification is required (many states require every 2–3 years.).
- Note expiration dates to ensure **alcohol server certification** remains current.

## Step 3: Choose an Approved Training Provider

- Verify that the course is state-approved or ABC-certified.
- Ensure it covers:
  - ✓ Preventing underage sales
  - ✓ Recognizing intoxication
  - ✓ Refusing service legally and safely
  - ✓ Local alcohol laws and penalties

## Step 4: Document Staff Certification

- Keep digital or printed copies of all training certificates.
- Track expiration dates and set renewal reminders.
- Include training status in employee onboarding files.

## Step 5: Use Training to Reduce Risk

- Confirm whether certified staff qualify for reduced penalties or insurance benefits.
- Display training credentials during inspections, if applicable.
- Use staff training as part of your responsible service policy.

## Bonus: States with Mandatory Training (2026 Snapshot)

- California (RBS)
- Illinois (BASSET)
- Pennsylvania (RAMP)
- Oregon (OLCC)
- Utah (E.A.S.Y.)