

Program Roll-Out Guidelines:

PENNSYLVANIA



The ServSafe Alcohol™ program in print form is approved in Pennsylvania.

The Pennsylvania Liquor Control Board (PLCB) has established the voluntary "Responsible Alcohol Management Program" (RAMP) certification for licensees. Once approved, the certification lasts for 2 years.

Mitigating Benefits:

A possible reduction in fines and penalties for serving a minor or visibly intoxicated person if a licensee is RAMP certified and received no citations in the previous 4 years.

RAMP Certification Requirements:

To qualify for the official two-year certification, a licensee must complete the following 5 steps:

1. Owner/Manager Training

- ❖ An owner or designated manager must attend a free training session offered by the Pennsylvania Liquor Control Board. A schedule of classes can be found on the Web at <http://www.lcb.state.pa.us/webapp/edu/ramp/omtrainings.asp>

Note: Licensees must maintain proof of attendance at the PLCB training session.

2. Employee Training

- ❖ A minimum of 50% of the staff who serve alcohol and/or check ID's must (1) successfully complete a PLCB approved server education course and (2) pass the exam with a score of 80% or higher. The ServSafe Alcohol program is approved for use, along with a test on Pennsylvania law.

Note: Licensees must maintain proof that necessary employees completed an alcohol server training program.

3. New Employee Orientation

- ❖ A new employee orientation must be provided for all alcohol service staff on or before their first day of employment. The PLCB has created a checklist form for the licensee to use in the orientation session, with the specific points that must be covered. The form can be found on the Web at: <http://www.lcb.state.pa.us/edu/lib/edu/plcb-2228.pdf>.

Note: Each employee must complete and sign his or her own copy. The licensee must maintain these records.

4. Signs To Be Posted

- ❖ A minimum of 2 signs must be posted in prominent locations in the establishment where patrons can see them:
 - a) The acceptable forms of ID
 - b) That the establishment will refuse alcohol service to minors and visibly intoxicated patrons

Signs are available from the PLCB. Contact the office of the PLCB (listed below) for information on receiving the signage.

Note: the licensee may design their own or use other similar signs, as long as they are the same size, number and contain the same content as the signs provided by the state. Licensees are responsible for posting and maintaining the required signage at all times.

5. Certification Compliance Appointment

- ❖ The final step is a compliance visit from a regional RAMP representative. After successful completion of the four steps listed above, the licensee must contact their regional RAMP representative to schedule an appointment to verify compliance and complete necessary paperwork.

Note: Following the meeting with the regional RAMP representative, the licensee must also maintain copies of the paperwork from the compliance appointment.

Contact information for regional RAMP representatives can be found at:

<http://www.lcb.state.pa.us/edu/cwp/view.asp?a=1346&q=555992&eduNav=|32527|32528|>

STATE LIQUOR AUTHORITY:

Pennsylvania Liquor Control Board
Northwest Office Building
Harrisburg, Pennsylvania 17124-0001
Phone: 717-783-7937
Fax: 717-772-2165
Website: www.lcb.state.pa.us

STATE LAWS:

Pennsylvania's alcohol laws can be found on the Web at:

<http://www.lcb.state.pa.us/edu/cwp/view.asp?a=1346&q=555019>