

<b>Responsible Service of Alcohol Frequently Asked Questions</b>	
<b>Question</b>	<b>Answer</b>
What happens if I do not have an RSA certificate?	<ul style="list-style-type: none"> <li>• You have one month from the date you start to obtain an RSA certificate.</li> <li>• It's important that you obtain your RSA certificate within a month of your start date because Licensing Inspectors or Police can inspect the venue's 'Training Register' to check the staff training records.</li> </ul>
How long is the RSA certificate valid?	At this stage there are no set rules about how long a certificate is valid. If you don't have the latest certificate accreditation you need to talk to a training organisation about upgrading your qualification.
I obtained my RSA certificate interstate, is that OK?	Yes, we accept interstate RSA certificates.
Do you accept on-line courses?	We prefer the face-to-face training method but will accept RSA courses attained on-line or by correspondence.
Do casual and part-time staff need to obtain RSA certificates?	Yes, anyone who works in the service of alcohol.
I do volunteer work for a not-for-profit organisation and occasionally I work at a licensed fund raising event. Do I need to obtain RSA certificate?	<p>Not at this stage, as an RSA training requirement for Special Liquor Licences and Continuing Special Licences has not yet been changed.</p> <p>However, while it is not compulsory for volunteers to obtain RSA certificates it is recommended.</p>
I did the course in my hospitality studies, but I don't have a separate RSA certificate. Will you accept a Memorandum of Grades?	We will accept a Memorandum of Grades, for a transitional period but suggest you try and obtain a Certificate for the RSA component for future reference.
I already maintain a staff training register; do I have to use your Register?	<p>No, provided your Training Register includes the necessary details for Inspectors to be able to check the training status of all employees. Registers must include:</p> <ul style="list-style-type: none"> <li>• employee name;</li> <li>• start date;</li> <li>• date of course certification;</li> <li>• a copy of each employee's certificate; and</li> <li>• be readily available to Licensing Inspectors or Police on request.</li> </ul>