

## Licensee's Training Register

Licensee: \_\_\_\_\_ Licence No: \_\_\_\_\_

Premises Name: \_\_\_\_\_

Name	Employment commencement date (includes volunteers)	Date gaming duties / gaming tasks commenced. (if applicable)	RSG certificate *			RSA certificate**			RMLV Certificate***			Comments - including other training undertaken (e.g. in-house, induction, memos, discussion, presentations, forums, accords and RG networks).
			Valid for 3 years from the date of issue			Valid for 3 years from the date of issue			Valid for 3 years from the date of issue			
			Issue date	Expiry date	Copy Y/N	Issue date	Expiry date	Copy Y/N	Issue date	Expiry date	Copy Y/N	

\* All staff carrying out gaming duties or gaming tasks must hold a current Responsible Service of Gambling (RSG) course certificate within three months of commencing gaming duties or gaming tasks.  
 \*\* All staff involved in the sale and supply of liquor must hold a current Responsible Service of Alcohol (RSA) course certificate within 30 days of commencing employment. Copies of RSA course certificates must be kept available for inspection.  
 \*\*\* Approved managers must hold current RSA and RMLV course (licensee's course) certificates. Copies must be kept available for inspection.