

APPENDIX B1

APPENDIX 1



Sussex Police
Serving Sussex

www.sussex.police.uk

Brighton & Hove Licensing Unit

First Floor
Police Station
John Street
Brighton
BN2 0LA

Email: brighton.licensing@sussex.police.uk

Corner News and Booze
178C Ditchling Road
Brighton
BN1 6JE

Dear Ihsan

Licensing Act 2003 – Unauthorised licensable activities
RE: Corner News and Booze, Brighton

Our records show that you are the Designated Premises Supervisor (DPS) for Corner News and Booze. I write with reference to the above premises where Police Licensing officer conducted a visit on 31st October at 22:50. The Premises Licence conditions were checked in the presence of a staff member that stated he was your brother.

I witnessed some breaches of your licence during my visit. They are listed below. The most concerning being the lack of ID being requested. You are in a prime student area and at the time of my visit several young persons came in to purchase alcohol. You display challenge 25 posters in your premises. I witnessed, whilst standing in full uniform, your staff member serving two males, who looked to be under the age of 25. They both purchased alcohol and were not asked for ID. I asked the staff member why he didn't ID the male after the first sale was done. He said "oh he's been in here before, I recognise him, he is local" He then went on to serve the second male without asking for ID either. I asked both males how old they were, and they stated '20' and '21' and showed me their ID.

The second biggest concern was the super strength K Cider you have on sale at 7.5% proof. An older male entered the shop whilst I was there and the staff member suggested that he was a bit odd and comes in here a lot, likes to drink and does talk to himself. Both things were obvious to me as I watched the male select some items and put them onto the till. The last thing he put down was 4x cans of K Cider. The staff member looked at me as if to suggest what should he do. I said it's your decision but consider how the male is presenting. After some hesitation the staff member refused the sale. The customer was unhappy and began to argue and stated he was not drunk and he was just going to take these drinks inside and have them. I stepped in to assist your employee and stated he has a welfare duty to refuse the sale of alcohol if he does not think the person is fit to drink or there are concerns over the health and intoxication.

Sussex Police Headquarters
Malling House, Church Lane, Lewes, E. Sussex, BN7 2DZ

Telephone: 101 | 01273 470101

Email: brighton.licensing@sussex.pnn.police.uk

I have no doubt that if I was not standing in your shop, the vulnerable male would have been served these cans. That is not responsible licensing and what adds to the concern is that two refusals I witnessed in my 30 minutes in your premises, were the only refusals listed in the alcohol refusal log book since Aug. With a total of 6 entries in 2025.

You have very limited conditions listed in your licence, however they underpin the 4 licensing objectives

Prevention of crime and disorder
Protection of children from harm
Public safety
Prevention of public nuisance

As a licensed premises you are expected to act responsible as a retailer of alcohol and in accordance with these objectives. The visit was disappointing, and a re-visit will take place. Please ensure staff are trained on alcohol sales and refusals and are actively doing so and recording refusals they make. Please also strongly consider removing K Cider from sale. Persons purchasing this drink are likely to be dependent on alcohol or are certainly looking for a way to become intoxicated as opposed to the enjoyment of other alcoholic options.

Annex 2 - Conditions consistent with the Operating Schedule:

For the Prevention of Crime and Disorder:

1. The installed CCTV system will be suitably operated and maintained. CCTV footage will be stored for a minimum of 28 days, and the management will give full and immediate co-operation and technical assistance to the police in the event that CCTV footage is requested for the prevention and detection of suspected or alleged crime.

CCTV was recording wrongly by 1 hour.

For the Protection of Children from Harm:

Challenge 21 Scheme in place whereby passport or driving licence ID to be accepted. A record of refusals of service will be kept

Staff member did not ID customers who looked to be under 25. Furthermore refusals that were witnessed by the police officer were 2 of the few entries made for the entire year of 2025. Regardless of whether ID has been seen before, ALL persons who look 25 and under are to be asked to verify their age by physical photographic ID, passports or driving licences.

I must advise you that it is an offence under Licensing Act 2003, S136(1) and (4) to carry on any unauthorised licensable activities. The legislation states that: -

(1) A person commits an offence if –

- (a) he carries on or attempts to carry on a licensable activity on or from any premises otherwise than under and in accordance with an authorisation, or*
- (b) he knowingly allows a licensable activity to be carried on.*

(4) A person guilty of an offence under this section is liable on summary conviction to imprisonment for a term not exceeding six months or to a fine, or to both.

If there are any matters listed that you wish to discuss further, please do not hesitate to contact Sussex Police Licensing on the email address provided in this letter.

Yours sincerely

PC WADE [REDACTED]
Licensing Officer
Sussex Police

Please address all future correspondence to Brighton & Hove Licensing Unit, 1st Floor, Police Station, John Street, Brighton, BN2 0LA.

APPENDIX 2

From: [Brighton Licensing](#)
To: [REDACTED]
Cc: [EHL Licensing](#)
Subject: 311025 Corner News and Booze Breach Letter
Date: 14 December 2025 18:50:29
Attachments: [311025 Corner News and Booze Breach Letter.docx](#)

Dear Ihsan

Please see attached a letter following police licensing visit to your premises at the end of October.

Please respond to the letter accordingly, via email and let us know if you have any questions.

Kind regards

APPENDIX 3



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SNICKERS

SNICKERS

SNICKERS

SNICKERS

APPENDIX 4



Sussex Police
Serving Sussex

www.sussex.police.uk

Brighton & Hove Licensing Unit

First Floor
Police Station
John Street
Brighton
BN2 0LA

Tel: 01273 018643

Email: brighton.licensing@sussex.police.uk

21st January 2026

Corner News and Booze
178C Ditchling Road
Brighton
BN1 6JE

Dear Ihsan

Licensing Act 2003 – Unauthorised licensable activities

RE: Corner News and Booze

Our records show that you are the Designated Premises Supervisor (DPS) for Corner News and Booze. I write with reference to the above premises where Police Licensing officers conducted a visit on Wednesday 21st January at 14:27.

The purpose of the visit was to test the challenge 21 condition that is on your licence. A [REDACTED] entered your shop on this day and selected a bottle of alcoholic beer. He successfully purchased that beer without the staff member asking them to prove their age.

The Premises Licence conditions were then checked by PC WADE [REDACTED], and police licensing officer Hannah Staplehurst. Below are the breaches listed that officers witnessed on the day.

This visit was disappointing and concerning. The licence has very minimal conditions, however that does not mean that the premises can operate irresponsibly. Conditions are underpinned by the overall licencing objectives and we do not believe that your premises is currently operating in support of those.

This is the second visit to your premises where breaches have been witnessed, and as such you will be required to discuss this in person with licensing officers at John Street Police station. A date and time will be provided via email for you to respond to.

Sussex Police Headquarters
Malling House, Church Lane, Lewes, E. Sussex, BN7 2DZ

Telephone: 101 | 01273 470101

Email: brighton.licensing@sussex.pnn.police.uk

Annex 2 – Conditions consistent with the operating schedule:

For the prevention of crime and disorder:

1. The installed CCTV system will be suitably operated and maintained. CCTV footage will be stored for a minimum of 28 days, and the management will give full and immediate co-operation and technical assistance to the police in the event that CCTV footage is requested for the prevention and detection of suspected or alleged crime.
CCTV was not able to be properly viewed due to staff member not having access.
2. A security mobile support unit will be used after the hours of 11pm.
Staff member unsure of whether there is a security company contracted or not. There is no security radio in the shop and he was not able to produce a contract or provide a company name.

For the protection of children from harm:

3. Challenge 21 Scheme in place whereby passport or driving licence ID to be accepted. A record of refusals of service will be kept.
Challenge 21 was not adhered to. In addition to this condition, your premises promoted Challenge 25 by displaying notices as such.
The refusals book is not being used. There has only been one entry since the previous visit by police which was on 31st October 2025.

This visit was very disappointing, the breaches identified here, have been highlighted to you before. I must advise you that it is an offence under Licensing Act 2003, S136(1) and (4) to carry on any unauthorised licensable activities. The legislation states that: -

(1) A person commits an offence if –

- (a) he carries on or attempts to carry on a licensable activity on or from any premises otherwise than under and in accordance with an authorisation, or*
- (b) he knowingly allows a licensable activity to be carried on.*

(4) A person guilty of an offence under this section is liable on summary conviction to imprisonment for a term not exceeding six months or to a fine, or to both.

The highlighted breaches constitute offences of carrying out licensable activities otherwise than under and in accordance with an authorisation (the premises licence and the attached conditions). Please ensure these breaches are rectified with immediate effect.

Please respond accordingly to this letter via our email address given at the top of this letter.

Yours sincerely

PC WADE [REDACTED]
Licensing Officer
Sussex Police

APPENDIX 5

From: [Brighton Licensing](#)
To: [REDACTED]
Cc: [EHL Licensing](#)
Bcc: [Staplehurst, Hannah](#) [REDACTED]
Subject: Corner News and Booze - Police licensing visit
Date: 27 January 2026 09:22:00
Attachments: [210226 Corner news and Booze.docx](#)
[image001.png](#)

Dear Ihsan

Police licensing visited your premises on Thursday 21st January 2026

The purpose of the visit was to test your challenge 21 condition on your licence. A [REDACTED] who was 20 years old, entered your store, selected an item of alcohol and successfully purchased that item. Unfortunately, the staff member on the day, failed to ask that minor for any identification.

PC WADE [REDACTED] and Licensing officer Hannah then entered your premises to talk your staff member and conduct a full licence check.

Attached is a formal breach letter from our visit.

Due to this being a second licence check at your premises and there is an on-going concern regarding the ID procedure, you are required to attend a meeting at John Street Police station with members of the licencing team, to discuss your conditions and the licensing objectives.

A separate email will be sent to you in due course, with a time and date for the meeting.

*Brighton and Hove Council licensing have been copied into this email for reference.

Kind regards

PC WADE [REDACTED]

Licensing Department | Brighton & Hove
Brighton Police Station, John Street, Brighton, BN2 0LA

APPENDIX 6

From: Brighton Licensing
To:
Bcc: [Wade, Jen](#) [REDACTED]
Subject: Police Licensing meeting
Date: 19 March 2026 16:13:50
Attachments: [image001.jpg](#)
[Proposed Conditions .docx](#)

Hi Ihsan,

Thank you for your time this afternoon.

I hope you found our advice helpful.

I have attached the proposed Conditions which Sussex Police would like you to add to your premises licence, as we discussed in the meeting today.

If you require support with the variation, I can ask Council licensing to assist.

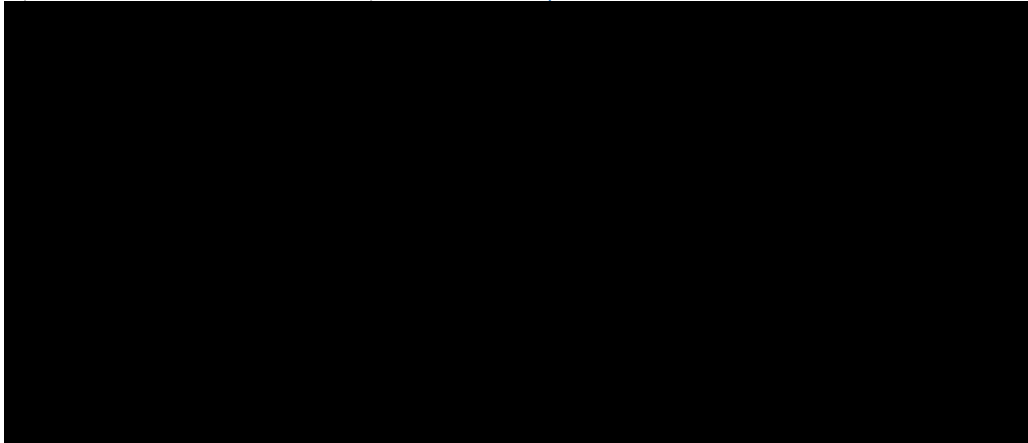
If you have any questions regarding the conditions, please don't hesitate to ask.

All I ask is that you reply with any questions ASAP and that the minor variation please be submitted by the 2nd April 2026.

Kind Regards

Hannah

Hannah Staplehurst



APPENDIX 7

Proposed Conditions for Corner News and Booze.

General:

1. Authorised staff employed by Sussex Police in the role of licensing officer shall have the right of access to the licensed premises during hours of operation for the purpose of inspection of the premises and premises records to ensure the promotion of the licensing objectives.
2. There will be no advertising of promotions/deals on any alcoholic product that can be seen from outside the premises including window posters.
3. There will be no advertising of alcohol placed on the outside footpath such as A boards.
4. No beer, lager, cider or perry with an ABV 6% or above shall be sold at the premises save that this shall not apply to premium beer, lager, cider or perry with an ABV 6% or above such as craft or speciality brands or brands produced by a micro-brewery, or brands produced to commemorate a national or local event.

For the Prevention of Crime and Disorder:

5. Subject to GDPR guidance and legislation:
 - a) Digital CCTV and appropriate recording equipment to be installed in accordance with Home Office Guidelines relating to UK Police Requirements for Digital CCTV System (PSDB Publication Number 09/05), operated and maintained throughout the premises internally and externally to cover all public areas, including the entrances/exits to the premises as well as any outside space. The system shall be on and recording at all times the premises licence is in operation.
 - b) The CCTV cameras and recording equipment must be of sufficient quality to work in all lighting levels inside the premises at all times.
 - c) CCTV footage will be stored for a minimum of 31 days
 - d) The management will give full and immediate cooperation and technical assistance to the Police in the event that CCTV footage is required for the prevention and detection of suspected or alleged crime.
 - e) The CCTV images will record and display dates and times, and these times will be checked regularly to ensure their accuracy.
 - f) The management of the premises will ensure that key staff are fully trained in the operation of the CCTV, and will be able to download selected footage onto a disk (or other electronic portable device acceptable to Police e.g. USB) or provide footage via an online link as initiated by Police, without difficulty or delay and without charge.
 - g) Any breakdown or system failure will be notified to the police immediately & remedied as soon as practicable.
 - h) In the event of the CCTV system hard drive being seized as evidence as part of a criminal investigation by Police or for any other reason, the premises will be expected to install a replacement hard drive or a temporary replacement drive as soon as practicable.

6. A security mobile support unit will be used after the hours of 11pm
7. There will be a minimum of two staff working after 11pm.
8.
 - a) An incident and refusals log will be maintained by the premises showing a detailed note of incidents and refusals that occur in the premises. The logs will be inspected and signed off by the DPS (or a person with delegated authority) at least once a week.
 - b) The logbooks should always be kept on the premises and be available for inspection by authorised officers of the Licensing Authority or the police. An incident will be defined as being one which involves an allegation of a criminal offence.
 - c) Any refusals made for alcohol service e.g., underage, will also be recorded (either in electronic or written form) and feedback given to staff as relevant.
 - d) The logs will be kept for a minimum of twenty-four (24) months.

For Public Safety: None

For the Prevention of Public Nuisance:

9. Suitable signage will be at the exit to request co-operation of patrons to make as little noise as possible when leaving the premises. Patrons will be asked to leave quickly and quietly

For the Protection of Children from Harm:

10. The premises will operate a "Challenge 25" policy whereby any person attempting to buy alcohol who appears to be under 25 will be asked for photographic ID to prove their age. The recommended forms of ID that will be accepted are passports, official Photographic Identity Cards issued by EU states bearing a hologram or ultraviolet feature, driving licences with a photograph, photographic military ID or proof of age cards bearing the 'PASS' mark hologram. The list of recommended forms of ID may be amended or revised with the prior written agreement of Sussex Police, the Licensing Authority and Trading Standards without the need to amend the licence or conditions attaching to it.
11. Signage advertising the "Challenge 25" policy will be displayed in prominent locations in the premises.
12.
 - a) The Premises Licence Holder shall ensure that all staff members engaged or to be engaged, in selling alcohol at the premises shall receive the following induction training. This training will take place prior to the selling of such products:

The lawful selling of age restricted products
Refusing the sale of alcohol to a person who is drunk

- b) Further verbal reinforcement/refresher training covering the above will be carried out thereafter at intervals not to exceed 8 weeks, with the date and time of the verbal reinforcement/refresher training documented.
- c) All such training undertaken by staff members shall be fully documented and recorded. All training records shall be made available to Sussex Police, officers of the local authority and officers from the Trading Standards team upon request.

APPENDIX 8

From: REDACTED
To: [Brighton Licensing](#)
Subject: Re: Police Licensing meeting
Date: 19 March 2026 23:48:39

Hi Hannah,

Thanks a lot for all the help and advice at the meeting. It has been a very useful meeting for me. Even though i came there with lots of stress but i actually gained lots of information and knowledge. I have enjoyed the meeting as both of you were so helpful and made me feel confident.

By the way, i meant to ask you at the meeting but i forgot. Is there any age restrictions on Energy drinks? I have read it on some papers and online but i have actually never been informed specifically for it by the council. I'll really appreciate if you could let me know about that.

Best wishes
Ihsan Baksi

On 19 Mar 2026, at 16:13, Brighton Licensing wrote:

Hi Ihsan,

Thank you for your time this afternoon.

I hope you found our advice helpful.

I have attached the proposed Conditions which Sussex Police would like you to add to your premises licence, as we discussed in the meeting today.

If you require support with the variation, I can ask Council licensing to assist.

If you have any questions regarding the conditions, please don't hesitate to ask.

All I ask is that you reply with any questions ASAP and that the minor variation please be submitted by the 2nd April 2026.

Kind Regards

Hannah

Hannah Staplehurst

[REDACTED]
[REDACTED]

APPENDIX 9

From: [Brighton Licensing](#)
To: REDACTED
Subject: FW: Police Licensing meeting
Date: 31 March 2026 15:30:08
Attachments: [image001.jpg](#)
[Proposed Conditions .docx](#)
[image002.png](#)

Hi Ihsan

A reminder that you have 2 days in which you submit your variation to licence conditions

[Make a change to a premises licence](#)

Thanks

PC WADE [REDACTED]

Licensing Department | Brighton & Hove
Brighton Police Station, John Street, Brighton, BN2 0LA

From: Brighton Licensing

Sent: 19 March 2026 16:14

To: 'I Baksi'

Subject: Police Licensing meeting

Hi Ihsan,

Thank you for your time this afternoon.

I hope you found our advice helpful.

I have attached the proposed Conditions which Sussex Police would like you to add to your premises licence, as we discussed in the meeting today.

If you require support with the variation, I can ask Council licensing to assist.

If you have any questions regarding the conditions, please don't hesitate to ask.

All I ask is that you reply with any questions ASAP and that the minor variation please be submitted by the 2nd April 2026.

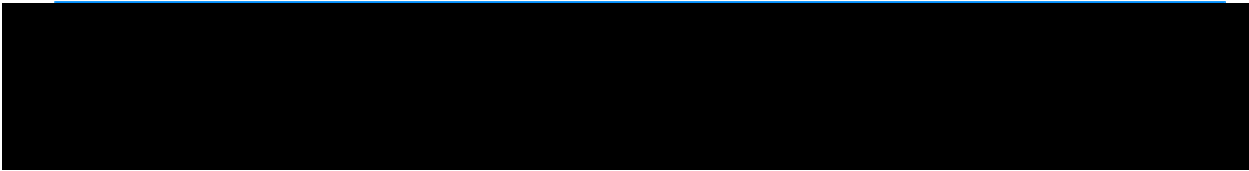
Kind Regards

Hannah

Hannah Staplehurst

APPENDIX 10

From: REDACTED
To: [Brighton Licensing](#)
Subject: Re: Police Licensing meeting
Date: 01 April 2026 16:57:54



Hi,

I am so sorry but seems like i'll not be able to submit the application without any help. I struggling to figure it out how to download and fill the form and do everything as required. Can i seek some help please.

Best wishes
Ihsan Baksi

On 31 Mar 2026, at 15:39, I Baksi wrote:

Hi,

I am aware that the time is running out but i don't know what to do from here. How do i submit the changes?

Regards
Ihsan Baksi

On 31 Mar 2026, at 15:30, Brighton Licensing wrote:

Hi Ihsan
A reminder that you have 2 days in which you submit your variation to licence conditions
[Make a change to a premises licence](#)
Thanks
PC WADE 

Licensing Department | Brighton & Hove
Brighton Police Station, John Street, Brighton, BN2 0LA



APPENDIX 11

From: [Brighton Licensing](#)
To: [EHL Licensing](#); [Brighton Licensing](#)
Cc: [REDACTED]
Subject: RE: Minor Variation Application - Corner News & Booze, 178C Ditchling Road
Date: 08 April 2026 12:41:41
Attachments: [image002.jpg](#)
[image003.jpg](#)

Good afternoon,

Yes, Sussex Police Licensing have been pre consulting on this application. [REDACTED] if you would like a word copy of the conditions, please let me know.

Sussex Police have no objection to this Minor Variation application for the above premises.

Kind Regards

Hannah

	Hannah Staplehurst
--	--------------------

[REDACTED]

From: EHL Licensing <EHL.Licensing@brighton-hove.gov.uk>
Sent: 08 April 2026 12:14
To: Brighton Licensing <Brighton.Licensing@sussex.police.uk>
Cc: [REDACTED]
Subject: Minor Variation Application - Corner News & Booze, 178C Ditchling Road

[REDACTED]

APPENDIX 12

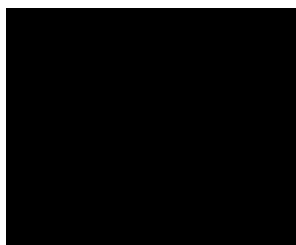
From: [Brighton Licensing](#)
To: [REDACTED]
Subject: 220726 breach letter - Corner news and Booze
Date: 01 August 2026 17:51:16
Attachments: [220726 breach letter - Corner news and Booze.docx](#)
[image001.png](#)

Dear Ishan

Police licensing visited your premises on 22nd July 2026 and were disappointed to identify breaches.

Please see attached letter

Regards



Licensing Department | Brighton & Hove
Brighton Police Station, John Street, Brighton, BN2 0LA



Brighton & Hove Licensing Unit

First Floor
Police Station
John Street
Brighton
BN2 0LA

brighton.licensing@sussex.police.uk

1st August 2026

Dear Ihsan

Licensing Act 2003 – Unauthorised licensable activities

RE: Corner News and Booze,

Our records show that you are the Designated Premises Supervisor (DPS) for Corner News and Booze. PC WADE [REDACTED] conducted a licence visit to your premises on 22nd July, following your meeting with police and minor variation to modernise the licence, we expected to see full compliance with your licence conditions. Unfortunately, this was not the case and several breaches were identified.

Prevention of Crime and Disorder:

5. Subject to GDPR guidance and legislation:

- a) Digital CCTV and appropriate recording equipment to be installed in accordance with Home Office Guidelines relating to UK Police Requirements for Digital CCTV System (PSDB Publication Number 09/05), operated and maintained throughout the licensable area of the premises. The system shall be on and recording at all times the premises licence is in operation.
- b) The CCTV cameras and recording equipment must be of sufficient quality to work in all lighting levels inside the premises at all times.
- c) CCTV footage will be stored for a minimum of 31 days.
- d) The management will give full and immediate cooperation and technical assistance to the Police in the event that CCTV footage is required for the prevention and detection of suspected or alleged crime.
- e) The CCTV images will record and display dates and times, and these times will be checked regularly to ensure their accuracy.
- f) The management of the premises will ensure that key staff are fully trained in the operation of the CCTV and will be able to download selected footage onto a disk (or other electronic portable device acceptable to Police e.g. USB) or provide footage via an online link as initiated by Police, without difficulty or delay and without charge.

CCTV could not be checked because the staff member was not able to operate the CCTV system.

12. a) The Premises Licence Holder shall ensure that all staff members engaged or to be engaged, in selling alcohol at the premises shall receive induction training. This training will take place prior to the selling of such products:

- ❖ The lawful selling of age restricted products
- ❖ Refusing the sale of alcohol to a person who is drunk

b) Further verbal reinforcement/refresher training covering the above will be carried out thereafter at intervals not to exceed 8 weeks, with the date and time of the verbal reinforcement/refresher training documented.

c) All such training undertaken by staff members shall be fully documented and recorded. All training records shall be made available to Sussex Police, officers of the local authority and officers from the Trading Standards team upon request.

Staff member has worked at the shop for 'a long time' and has never signed for training. He wasn't sure what training log police were referring to and said "there is nothing here".

I must advise you that it is an offence under Licensing Act 2003, S136(1) and (4) to carry on any unauthorised licensable activities. The legislation states that: -

(1) A person commits an offence if –

(a) he carries on or attempts to carry on a licensable activity on or from any premises otherwise than under and in accordance with an authorisation, or

(b) he knowingly allows a licensable activity to be carried on.

(4) A person guilty of an offence under this section is liable on summary conviction to imprisonment for a term not exceeding six months or to a fine, or to both.

At this point we are seriously considering making an application for a review of the premises licence. Police will make another visit, and any breaches will result in an automatic review of your licence.

If you have any queries, please contact me or anyone else in the Police licensing Team via the e-mail at the top of the page.

Yours sincerely
PC WADE [REDACTED]

APPENDIX 14

From: REDACTED
To: [Brighton Licensing](#)
Subject: Re: 220726 breach letter - Corner news and Booze
Date: 06 September 2026 15:24:27
Attachments: [image001.png](#)

Think before you click!

This email comes from an outside source. Do not click on links or open attachments unless you trust the sender. [Report any unexpected or unusual content.](#)

Hi,

I have been told that you have paid another visit on Thursday 03.09.2026 while **REDACTED** was working at the premises. I know i have said that he is no longer working for me but yet he was there that day. Unfortunately i was desperate for that day as i was moving out from my carpet shop in Worthing that day. I have given trainings to all my staff and documents were there when you visited on Thursday but unfortunately i forgot to tell **REDACTED** where they were because i had to ask him at last second to open the shop. I know i have made a big mistake but i swear, i was very desperate on that specific day.



 Please find attached the training log books for all my current staffs.

Best wishes

Ihsan Baksi



On 1 Aug 2026, at 17:51, Brighton Licensing
<Brighton.Licensing@sussex.police.uk> wrote:

Dear Ishan

Police licensing visited your premises on 22nd July 2026 and were disappointed to identify breaches.

Written Authorisation for the Sale of Alcohol

I IHSAN BAKSI (print name) the designated premises supervisor (DPS) authorise the following people to sell alcohol in my absence. I have provided training on preventing alcohol sales to persons aged under 18 to the named members of staff.

Personal licence number [REDACTED]

Issued by BRIGHTON & HOVE CITY COUNCIL (name of Local Authority)

Date of expiry _____

DPS Signature _____

Employee Name	Date	DPS Signature
[REDACTED]	23.05.2026	[REDACTED]
	24.05.2026	
	25.05.2026	
	28.05.26	
	25.07.26	

TRAINING

LOG BOOK

Date Of training	25.05.2026
Employee name	[REDACTED]
Description Of training	CUST. SERVICE, TILL OPERATIONS DATE CHECKS - HEALTH & SAFETY AGE REST. SALES (CHALLENGE 25) STORE SECURITY AND CCTV PROCEDURES EXPLAINED
Trainer Signature	[REDACTED]
Employee Signature	[REDACTED]

Notes: STORE PROCEDURES EXPLAINED
REFRESHER TRAINING TO BE REPEATED
25.05.2027

STAFF

TRAINING LOG BOOK

STAFF TRAINING LOG

Date Of training	23.05. 2026
Employee name	[REDACTED]
Description Of training	CUSTOMER SERVICE, T&C OPERATION DATE CHECKING, CLEANING, HEALTH & SAFETY, AGE RESTRICTED SALES (CHALLENGE 25) AND STORE SECURITY AND CCTV PROCEDURES
Trainer Signature	[REDACTED]
Employee Signature	[REDACTED]

Notes: EMPLOYEE DEMONSTRATED UNDERSTANDING OF
STORE PROCEDURES. REFRESHER TRAINING TO BE
COMPLETED ANNUALLY OR WHEN PROCEDURES CHANGE

STAFF

TRAINING LOG BOOK

STAFF TRAINING LOG

Date Of training	25.07. 2026
Employee name	[REDACTED]
Description Of training	CUSTOMER SERVICE, TILL OPER. DATE CHECKING, CLEANING HEALTH & SAFETY AGE REST, SALES (CHALL. 25) STORE SECURITY AND CCTV PROCED.
Trainer Signature	[REDACTED]
Employee Signature	[REDACTED]

Notes: EMPLOYEE TRAINED SUCCESSFULLY AND
UNDERSTOOD STORE PROCEDURES.
REFRESHER TRAINING WILL BE DONE ANNUALLY

TRAINING

LOG BOOK

Notes: STORE PROCEDURES EXPLAINED
REFRESHER TRAINING TO BE DONE ANNUALLY

