**Compliance Checks Plan Template**

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|  | **Description/Checklist** |
| 1. Describe how the coalition has or will secure the support of law enforcement (attach MOU).
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| 1. Describe how the coalition has or will secure the support of adjudicators/ prosecutors.
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| 1. Describe the process for scheduling enforcement to ensure effort are targeted to locations and time of day/year based on data.
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| 1. Describe the process and guidelines for the provider/coalition to obtain enforcement data from law enforcement (attach MOU).
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| 1. Verify law enforcement officer in charge has been trained /certified (or received a waiver) to conduct compliance checks by the Illinois Law Enforcement Training and Standards Board.
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|  | **Description/Checklist** |
| 1. Ensure protocol includes a permission/ acknowledgement form signed by youth which includes program expectations and requirements including a non-disclosure statement indicating they will not discuss the program with others.
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| 1. Ensure protocol includes a process for obtaining signed parental release for volunteers under 18.
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| 1. Describe the sanctions that will be applied for violations.
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| 1. Develop/describe a process for notifying retailers at least once that compliance checks will be conducted and the consequences of being out of compliance or non-compliance with the law.
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| 1. Describe the methods and processes for publicizing results.
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| 1. Describe process for assessing retailer preference of BASSET training type; describe the schedule and retailer notification process for providing BASSET.
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