

LCQ (Licence Controller Qualification) Factsheet

What is the LCQ?

The LCQ is a certificate that shows you have knowledge of the Sale and Supply of Alcohol Act (2012), and the host responsibility skills to be a manager of a licensed premise.

LCQ

By law

Every business that sells alcohol must have a properly qualified person in charge at all times as set out in the Sale and Supply of Alcohol Act (2012). The LCQ is the qualification under the Act.

Who needs an LCQ?

If you work as a manager of a licensed premise, you need to hold the LCQ. Many people have it, even if they're not a manager.



What does the LCQ give me?

You get an LCQ certificate to say you're qualified. You also gain NZQA unit standards 4646 and 16705 on completion of the LCQ course. You can call NZQA on **0800 697 296** or log on to www.nzqa.govt.nz to access your Record of Achievement (RoA) and see if you have these unit standards.

How do I get qualified?

People already employed can complete LCQ@work online with ServiceIQ. People not employed where alcohol is supplied or sold will need to take a course offered by a provider. You can find a LCQ training provider in your area from: www.serviceiq.org.nz/lcq/lcq-training-providers/



What if I've already been trained?

If you've already been trained, you can confirm this on your NZQA Record of Achievement to see if you have achieved unit standards 4646 and/or 16705 and apply online for an LCQ certificate from ServiceIQ. www.serviceiq.org.nz/lcq

Getting the certificate

If completed through LCQ@work online with ServiceIQ the unit standards and digital LCQ Certificate are awarded and sent within 20 working days. Alternatively your Training Provider will apply for your LCQ certificate for you and you will receive your certificate from their office or in the post.



Need a new LCQ certificate?

If you have lost or did not receive your LCQ certificate you will need to fill in the online form available at www.serviceiq.org.nz/lcq

Applying for your Manager's Certificate

You can apply for your Manager's Certificate after you have your LCQ certificate. You apply for your Manager's Certificate at your local council. Find your local council at www.localcouncils.govt.nz/