

<p align="center">WORKPLAN AND TIME UNDERAGE DRINKING PREVENTION PROJECT <i>Updated: (give date)</i></p>			
Task Assignment	Assigned To Date	Target Complete	Date
<p>GOAL Reduce underage drinking by enforcing underage drinking laws and regulations</p>			
<p>OBJECTIVE Decrease by 10% the number of retailers who sell alcohol to minors</p>		Oct '00	
<p>ACTION STEPS</p> <ol style="list-style-type: none"> 1. Conduct compliance checks <ol style="list-style-type: none"> a. Produce interim report to present to coalition b. Continue conducting on a monthly basis 2. Publish the names of retailers that violate the law <ol style="list-style-type: none"> a. Provide names b. Produce press release c. Follow up with media regarding press release 3. Determine the punishment given to retailers cited for sales to minor violations to insure it is sufficient and consistently applied. <ol style="list-style-type: none"> a. Attend Alcohol Beverage Control hearings <ol style="list-style-type: none"> b. Prepare report for presentation to coalition c. Prepare news release and conduct media follow up 4. Conduct server/seller training sessions <ol style="list-style-type: none"> a. Meet with ABC to determine types of training currently available b. Notify retailers of upcoming training session c. Prepare survey and evaluation sheet for distribution at training d. Conduct training session 	<p>Police Dept. Alc. Enforce Unit ABC investigators Staff Police/ABC Police/ABC Staff Staff B. Smith J. Doe C. Frank Staff Staff</p>	<p>11/12 12/12 1/12 2/12 3/12 4/12 5/12 Jun-Sep 12/17 1/10 1/13 1/21 2/21 3/21 4/21 May 2/10 3/10 3/20 4/10</p>	