

Alcoholic Beverage Regulation Administration FY2016

Agency Alcoholic Beverage Regulation Administration

Mission The mission of the Alcoholic Beverage Regulation Administration (ABRA) is to support the public's health, safety, and welfare through the control and regulation of the sale and distribution of alcoholic beverages.

Summary of Services BRA conducts licensing, training, adjudication, community outreach, and enforcement efforts to serve licensees, law enforcement agencies, Advisory Neighborhood Commissions (ANCs), civic associations, and the general community so that they understand and adhere to all District laws, regulations, and ABRA policies and procedures.

2016 Objectives

FY16 Objectives

Objective Number	Objective Description
Administrative Division (1 Objective)	
3	Engage in community outreach regarding the licensing process.
Alcoholic Beverage Regulation Administration (1 Objective)	
1	Educate licensees on the District's alcoholic beverage laws and regulations.
Investigative Division (1 Objective)	
2	Ensure that licensed establishments are in compliance with the ABC laws and regulations.

2016 Key Performance Indicators

Measure	Division	Frequency of Reporting	FY 2013	FY 2014	FY 2015	FY 2015 Target	FY 2016 Target
2 - Ensure that licensed establishments are in compliance with the ABC laws and regulations. (6 Measures)							
Number of establishments inspected to ensure compliance with underage drinking laws		Quarterly	842	889	908	700	700
Number of inspections, investigations and monitoring activities		Quarterly	7,125	10,220	10,437	7,000	7000
Amount of revenue generated by licenses and permits		Quarterly	6,814,917	5,178,664	4,935,100	3,700,000	3700000
Total number of citations		Quarterly	315	524	653	250	250

Percentage of one-day and substantial change permits issued within 15 days or less	Quarterly	93	100	100	100	90
Amount of revenue generated by fines	Quarterly	378,400	469,800	601,725	290,000	290000

2016 Workload Measures

Measure	Frequency of Reporting	FY 2013	FY 2014	FY 2015
Workload Measure (2 Measures)				
Number of new licenses and permits issued	Quarterly	1,519	2,754	2,986
Number of ABC licenses and permits renewed	Quarterly	2,254	2,870	3,191

2016 Initiatives

Objective Number	Objective Title	Initiative Number	Initiative Title	Initiative Description
Administrative Division - 3 (1 Initiative)				
3	OBJECTIVE 3	3.1	Engage in proactive community outreach regarding the Calendar Year 2016 Holiday Extension of Hours licensing process.	<p>ABRA will engage in community outreach and provide timely information to active on-premises licensees and the public regarding the Holiday Extension of Hours licensing process for Calendar Year 2016.</p> <p>Specifically, the Agency shall provide written notice to on-premises licensees regarding the Holiday Extension of Hours licensing process for Calendar Year 2016.</p> <p>The written notice will also provide on-premises licenses with a Holiday Extension of Hours Calendar for 2016. Notice of the Holiday Extension of Hours licensing process for Calendar Year 2016 shall be provided by the public by posting information regarding the process on the ABRA website.</p>
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Alcoholic Beverage Regulation Administration - 1 (2 Initiatives)				
1	OBJECTIVE 1	1.1	Conduct new license orientation classes.	<p>ABRA will be conducting a minimum of four new licensee orientation classes that shall be available to licensees and the public at no charge. The class curriculum shall include the following: (1) a review of relevant provisions contained in both Title 25 of the D.C. Code and Title 23 of the DCMR; (2) noise abatement and sound management; and (3) how to work proactively with Advisory Neighborhood Commissions, neighborhood and business groups, and residents. Completion date: September 30, 2016.</p>

1	OBJECTIVE 1	1.2	Conduct Books and Records compliance courses.	ABRA will be conducting a minimum of two training courses for licensed restaurants and hotels regarding maintaining compliance with the District's books and records and quarterly statement regulatory requirements. The course curriculum will cover the following: (1) the requirement for licensees to maintain books and records for a three-year period; (2) the requirement for restaurants and hotels to file quarterly statements with ABRA; and (3) the minimum food sales requirements for restaurants and hotels.
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Investigative Division - 2 (1 Initiative)

2	OBJECTIVE 2	2.1	Conduct a minimum of two regulatory inspections or investigations at each licensed establishment.	ABRA investigators will conduct a minimum of two regulatory inspections, monitoring, or investigations at each licensed establishment to verify compliance with the District's laws and regulations. ABRA will be conducting a minimum of 7,000 regulatory inspections, monitoring, or investigations at licensed establishments located in the District.
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