



Quick Guide: Security Plans

The District of Columbia requires a nightclub licensee—as well as some multipurpose facility, restaurant, and tavern license holders—to operate in accordance with a security plan.

RELEVANT LAW

The security plan requirement is described in District of Columbia Official Code § 25-113, 25-402, and 25-403.

REQUIREMENTS

The security plan requirement applies to all nightclub licensees. In addition, the Alcoholic Beverage Control Board (Board), in its discretion, may require a multipurpose facility, restaurant, or tavern licensee to submit and operate according to a security plan. A licensee must comply with the terms of its security plan at all times.

MINIMUM REQUIREMENTS

The licensee chooses the terms of its security plan unless the Board requires specific provisions. At a minimum, a licensee must ensure their security plan contains provisions describing the following:

- (1) Training provided to the establishment's personnel, including conflict resolution training, procedures for handling violent incidents and emergencies, as well as the establishment's procedures for contacting the Metropolitan Police Department (MPD);
- (2) Procedures for crowd control and preventing overcrowding;
- (3) Procedures for permitting patrons to enter;
- (4) Locations both inside and outside the establishment where security personnel will be stationed;
- (5) Number and location of security cameras both inside and outside the establishment;
- (6) Procedures for preventing patron intoxication;
- (7) Procedures for preventing persons under the age of 21 from receiving or consuming alcohol;

- (8) Procedures for maintaining an incident log; and
- (9) Procedures for preserving a crime scene.

AMENDMENTS

A license holder may amend any portion of its security plan at any time unless otherwise prohibited by the Board. Any license holder wanting to amend their security plan should [complete a security plan form](#) and submit a new copy of its security plan to the Alcoholic Beverage Regulation Administration (ABRA). A license holder should clearly indicate whether the new security plan is intended to supersede the old version of the security plan on file with ABRA; otherwise, the Board may conclude that the license holder must comply with both the new and old security plans on file with ABRA.

SECURITY CAMERAS

Establishments that maintain security cameras as part of their security plan or that are required to have security cameras by the Board must follow the District's rules regarding security cameras. Licensees subject to these rules must:

- (1) Ensure that all cameras maintained by their establishment are operational;
- (2) Maintain any footage involving violence or a firearm for at least 30 days; and
- (3) Turn over their security camera footage to ABRA or the Metropolitan Police Department (MPD) within 48 hours of receiving a request from these agencies.

PENALTIES

Failure to comply with the terms of a security plan or to follow the District's security camera requirements may result in a fine, as well as suspension or revocation of the license. In addition, the failure to submit a security plan that complies with the law may delay the renewal of an establishment's license or result in other penalties.

CONTACT ABRA

For more information, visit ABRA's website at ABRA.DC.Gov or call 202-442-4423 to speak with ABRA's Adjudication Division.