

**THE PRIVATE SECURITY REGULATION  
AUTHORITY ACT**

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1. Short title.

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**PRIVATE SECURITY REGULATION AUTHORITY**

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THE PRIVATE SECURITY REGULATION  
AUTHORITY ACT

Acts  
8 of 1992,  
20 of 1998,  
12 of 2009  
3rd Sch.

[3rd June, 1992.]

1. This Act may be cited as the Private Security Regulation Authority Act. Short title.

PART I. *Preliminary*

2. In this Act—

Interpreta-  
tion.

“Authority” means the Private Security Regulation Authority established in accordance with this Act;

“chairman” means the chairman of the Authority;

“contract security organization” means an organization operating in the Island which provides security services (including security surveys and risk analyses) on a contractual basis, with armed or unarmed security guards, to another organization or person;

“functions” includes powers and duties;

“licensee” means any person who is the holder of a licence issued under this Act;

“private investigator” means a person who performs, on a contractual basis, work involving the search for evidence, facts or information, including surveillance services;

“private security organization” means a contract security organization, private investigator or a proprietary security organization;

“proprietary security organization” means a company, firm or other organization which has in its employ armed or unarmed security guards for the protection of such company, firm or other organization;

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## **PRIVATE SECURITY REGULATION AUTHORITY**

**“security guard” means a person employed as such by a contract security organization or proprietary security organization.**

### **PART II. *Private Security Regulation Authority***

**Establishment of the Private Security Regulation Authority.**

**3.—(1) There is hereby established a body to be called the Private Security Regulation Authority, which shall be a body corporate to which the provisions of section 28 of the Interpretation Act shall apply.**

**First Schedule.**

**(2) The provisions of the First Schedule shall have effect with respect to the constitution of the Authority and otherwise in relation thereto.**

**Functions of the Authority.**

**4.—(1) The functions of the Authority shall be to regulate the private security industry and, without prejudice to the generality of the foregoing—**

- (a) to consider and determine applications under this Act for registration and for licences and the renewal of such licences;**
- (b) to monitor the operations of private security organizations;**
- (c) to make enquiries and collect information as it may think necessary or desirable for the purpose of carrying out its functions;**
- (d) generally to take all such other lawful measures as it may consider necessary or desirable to assist it in carrying out its functions under this Act.**

**Appointment of secretary and other officers and employees.**

**5.—(1) Subject to subsection (2), the Authority may appoint and employ at such remuneration and on such terms and conditions as it thinks fit, a secretary and such other officers and employees as it thinks necessary for the proper carrying out of the provisions of this Act.**

(2) The Authority shall not—

- (a) assign to any post any salary in excess of the prescribed rate without the prior approval of the Minister; or
- (b) make any appointment to any post to which a salary in excess of the prescribed rate is assigned without the prior approval of the Minister.

(3) The Governor-General may, subject to such conditions as he may impose, approve of the appointment of any officer in the service of the Government to any office with the Authority and any officer so appointed shall, while so employed, in relation to any pension, gratuity or other allowance, and in relation to other rights as a public officer, be treated as continuing in the service of the Government.

(4) In subsection (2) the “prescribed rate” means a rate of fifty thousand dollars per annum or such higher rate as the Minister may, by order, prescribe.

5A. The Authority may, with the approval of the Minister—

- (a) enter into arrangements respecting schemes, whether by way of insurance policies or not; and
- (b) make regulations,

for medical benefits, pensions, gratuities and other retiring benefits or disability or death benefits, in respect of the employees of the Authority and such arrangements or regulations may include provisions for the grant of benefits to the dependants and the legal representatives of such employees.

Pension  
scheme,  
medical  
benefits,  
etc.  
20/1998  
S. 2.

6. The funds of the Authority shall consist of—

- (a) such fees as may be paid to it;
- (b) such sums as may be provided annually by Parliament for the purposes of this Act;
- (c) such other money as may in any manner become

Funds of  
Authority.

payable to or vest in the Authority in respect of its functions.

Accounts  
and audit.

7.—(1) The Authority shall keep proper accounts of its transactions and other records in relation to the business of the Authority and shall prepare annually a statement of accounts in a form satisfactory to the Minister being a form which conforms with established accounting principles.

(2) The accounts of the Authority shall be audited by auditors appointed annually by the Authority and approved by the Minister.

(3) The members, officers and employees of the Authority shall grant to the auditors appointed under subsection (2) access to all books, documents, cash and securities of the Authority and shall give to them on request all such information as may be within their knowledge in relation to the operation of the Authority.

(4) Where an auditor is appointed under subsection (2) the auditor's fee shall be paid by the Authority.

Annual  
report.

8.—(1) Within five months after the end of each financial year or within such longer period as the Minister may in special circumstances approve, the Authority shall cause to be prepared and shall transmit to the Minister a report dealing generally with the activities of the Authority during the preceding financial year.

(2) The Minister shall cause a copy of the report, together with the annual statement of accounts and the auditor's report thereon, to be laid on the Table of the House of Representatives and of the Senate.

Ministerial  
directions.

9. The Minister may, after consultation with the chairman, give to the Authority written directions of a general nature as to the policy to be followed by the Authority in the exercise and performance of its functions in relation to matters appearing to him to concern the public interest, and the Authority shall give effect to such directions.

10.—(1) Subject to subsection (2), no person shall operate a private security organization unless that person is the holder of a licence granted under this Act.

Restriction  
on private  
security  
organiza-  
tion.

(2) The persons listed in the Second Schedule shall be exempt from the provisions of subsection (1) to the extent specified in that Schedule.

Second  
Schedule.

11.—(1) Every application for a licence under this Act shall be made to the Authority in such form and manner as may be prescribed and shall be accompanied by the prescribed application fee.

Licences.

(2) A licence granted under this Act—

- (a) shall remain in force for such period as may be specified therein not exceeding five years and may be renewed from time to time for periods not exceeding five years;
- (b) may be granted subject to such restrictions and on such conditions as may be specified in the licence; and
- (c) shall be subject to the payment of such annual fee as may from time to time be prescribed by the Minister.

(3) Where an application for a licence is refused, any fee paid under subsection (1) shall be refunded to the applicant.

12.—(1) The Authority shall refuse to grant a licence under this Act—

Grounds  
for refusal  
of licences.

(a) to any individual who—

- (i) is under the age of eighteen years;
- (ii) has had an order in bankruptcy made against him which remains undischarged;

Third  
Schedule.

- (iii) has been convicted, during the period of ten years immediately preceding the application, of an offence specified in Part I of the Third Schedule;
  - (iv) the Authority has reasonable cause to believe is incapable by reason of mental or physical disability of carrying out the operations for which the licence is required;
- (b) to any body corporate in respect of which—
- (i) a resolution has been passed or an order has been made by a court of competent jurisdiction for its winding up;
  - (ii) a receiver has been appointed for any of its property;
  - (iii) any of its directors has been convicted of an offence specified in Part I of the Third Schedule; or
  - (iv) it has been convicted, during the period of ten years immediately preceding the application, of an offence in Part II of the Third Schedule;
- (c) in any case where the Authority is satisfied that the applicant is not a fit and proper person to be granted a licence.

(2) Where the Authority refuses to grant a licence on the ground specified in subsection (1) (c), the Authority shall state the reasons therefor and inform the applicant of the right of appeal conferred by section 23.

Cancellation  
of  
licence.

13.—(1) Subject to section 21, the Authority shall cancel a licence granted under this Act where it is satisfied that—

- (a) the licensee has had an order in bankruptcy made against him which remains undischarged;



- (b) the licensee is incapable by means of mental or physical disability of carrying out the operations usually carried out by a private security organization;
- (c) the licensee knowingly and wilfully gave false information of a material nature in connection with his application for the grant or renewal of his licence;
- (d) the condition upon which the licence was originally granted or renewed can no longer be fulfilled by the licensee; or
- (e) the licensee—
  - (i) is convicted of any offence against this Act or any offence listed in Part I of the Third Schedule;<sup>Third Schedule.</sup>
  - (ii) in the case of an individual, is dead; or
  - (iii) has ceased to carry on the activities for which the licence was granted.

(2) Where the Authority cancels a licence under subsection (1) (other than subsection (1) (e) (iii) ) it shall notify the licensee in writing of such cancellation (stating the reasons therefor) and of the right of appeal conferred by section 23.

**14.—**(1) Every person who is employed as a private security guard or security trainer shall apply to the Authority to be registered under this Act.<sup>Registration.</sup>

(2) Every person who is the holder of a licence to operate the business of a private security organization shall apply to the Authority to be registered under this Act.

(3) Every application for registration shall be made to the Authority in such form and manner as may be prescribed.

Registration  
cards.

15. A registration card in respect of every licensee and other person registered under this Act shall be issued by the Authority in the prescribed form within ninety days after the date of registration.

The register.

16.—(1) The Authority shall keep a register of persons licensed and registered under this Act, and shall enter in such register the following particulars—

- (a) the names, addresses and occupations of licensees;
- (b) the names of persons issued with registration cards and the registration number and date of issue of such cards;
- (c) a description of any licence, permit or certificate issued to the licensee pursuant to the Firearms Act;
- (d) the terms and conditions (if any) subject to which a licence is granted.

(2) The register referred to in subsection (1) shall, at all reasonable times, be open to inspection by any person on payment of the prescribed fee.

Registration  
of private  
security  
guards.

17.—(1) No person shall be registered as a private security guard, whether armed or unarmed, unless he satisfies the Authority that he has not been convicted, in the ten years immediately preceding his application for registration, of any offence specified in Part I of the Third Schedule.

Third  
Schedule.

(2) No person shall be registered under this Act as an armed private security guard unless he has, to the satisfaction of the Authority, successfully completed the prescribed course of training in the management and use of firearms.

(3) No person shall be registered under this Act as an unarmed private security guard unless he has, to the satisfaction of the Authority, successfully completed the prescribed course of training.

**18.** No person shall be registered under this Act as a security trainer unless he has satisfied the Authority that—

Registration as security trainer.

- (a) he has successfully completed the prescribed course of training; or
- (b) he has been exempted from such prescribed course by virtue of his training or experience.

**19.—(1)** The Authority shall refuse an application for registration as an armed or unarmed private security guard if it is satisfied that the applicant—

Authority to refuse registration in certain cases.

- (a) is incapable, by reason of mental or physical disability, of carrying out the functions of an armed or of an unarmed private security guard; or
- (b) is not a fit and proper person to be so registered.

(2) Where the Authority refuses an application for registration under this section it shall notify the applicant in writing of such refusal (stating the reason therefor) and of the right of appeal conferred by section 23.

**20.—(1)** Subject to section 22, the Authority shall cancel the registration of an unarmed private security guard where the Authority is satisfied that—

Cancellation of registration of private security guards.

- (a) the person registered is dead;
- (b) since the registration, the person registered—
  - (i) is suffering from a mental or physical disability which renders him incapable of performing duties as an unarmed security guard; or
  - (ii) has been convicted of any offence listed in Part I of the Third Schedule.

Third Schedule.

(2) Subject to section 22, the Authority shall cancel the registration of an armed security guard where the Authority is satisfied that—

- (a) the person registered is dead;
- (b) any licence, permit or certificate issued under the Firearms Act to the person registered under this Act has been cancelled;
- (c) since his registration, the person registered—
  - (i) is suffering from a mental or physical disability which renders him incapable of performing duties as an unarmed security guard; or
  - (ii) has been convicted of any offence listed in Part I of the Third Schedule.

Third  
Schedule.

Temporary  
licence or  
temporary  
registration.

**21.** Where a person applies for a licence under this Act or for registration as a private security guard, the Authority may, pending its decision issue a temporary licence or registration for such period (not exceeding three months) as the Authority shall specify.

Notification  
of intention  
to cancel  
licence or  
registration.

**22.—(1)** Where the Authority intends to cancel a licence or registration under this Act, the Authority shall by notice in writing to the person concerned—

- (a) specify the reason for the proposed cancellation; and
- (b) require that person to show cause within such time as may be specified in the notice (not being less than fourteen days from receipt of the notice) why the licence or registration should not be cancelled.

(2) If the person notified under subsection (1) fails to show cause as required by that subsection or the cause shown by him is inadequate in the opinion of the Authority, the Authority may by notice in writing to that person, cancel the licence from such date as may be specified in the notice.

(3) In the event of the cancellation, pursuant to this Act, of any licence of a private security organization, all firearms and ammunition owned or used by that organization shall forthwith be handed over to the appropriate authority under the Firearms Act.

(4) Any person whose licence or registration is cancelled pursuant to this section shall, upon receipt of the notice of such cancellation, forthwith return the licence or registration card or both, to the Authority.

23.—(1) Subject to subsection (2) any person aggrieved by any decision of the Authority in respect of a cancellation of a licence or registration under this Act, or in respect of a refusal to grant or renew such licence or registration may, within sixty days of such decision, appeal to the Minister. Appeals.

(2) Where an appeal is made under this section, no action shall be taken by the Authority pursuant to section 20 until the appeal has been heard and determined.

(3) Any person making an appeal under this section may either in person or by his representative make oral or written submissions to the Minister.

(4) The Minister shall within fourteen days of the hearing of an appeal under this section deliver his decision in writing.

(5) Any person aggrieved by a decision of the Minister may appeal to the Court of Appeal which shall make such order as it thinks fit.

### PART III. *Duty of Licensees*

24. Every licensee under this Act shall forthwith notify the Authority in writing of—

Duty of licensee to notify Authority.

- (a) any dismissal, resignation or retirement of any director or partner in his organization;
- (b) the reasons for any dismissal, resignation, retirement or termination of service of any armed or unarmed private security guard; and
- (c) the names and addresses of any new partner or director in his organization.

Particulars  
of employ-  
ment.

25. A private security guard shall forthwith notify the Authority in writing of any termination of or change in his employment.

Inspection  
of books,  
documents,  
records.

26.—(1) The Authority may by notice in writing to a licensee—

- (a) specify the books, documents and records to be kept by the licensee under this Act; and
- (b) request any licensee to make available to the Authority for its inspection such books, documents or records (required to be kept pursuant to this subsection) as may be specified in the notice.

(2) Any person who refuses to comply with a request made under subsection (1) shall be guilty of an offence and upon conviction in a Resident Magistrate's Court shall be liable to a fine not exceeding twenty-five thousand dollars and the Authority may thereafter cancel his licence.

Employ-  
ment of  
private  
investiga-  
tors or  
private  
security  
guards.

27. No person engaged in the business of providing the professional services of private security guards, shall employ as a private investigator or private security guard any person who is not the holder of a registration card issued pursuant to this Act.

Possession  
of firearms  
by em-  
ployees.

28.—(1) No licensee or other person registered under this Act who employs private investigators or security guards shall allow any private investigators or security guards to

have possession of the firearms of the licensee except where the private investigators or security guards are engaged in lawful execution of their duties.

(2) Any person who contravenes subsection (1) shall be guilty of an offence.

#### PART IV. *Miscellaneous*

29.—(1) Any person who—

Offences.

- (a) operates as a private security organization without being the holder of a valid licence under this Act for that purpose;
- (b) employs as an armed or unarmed security guard any person who is not registered as such under this Act;
- (c) knowingly makes any false declaration or statement of a material nature in any application made under this Act;
- (d) falsely represents himself to be the holder of a valid licence or registration card issued under this Act;
- (e) knowingly hires, employs or otherwise engages the services of any unlicensed private security organization or unregistered private security guard;
- (f) otherwise fails to comply with the provisions of this Act or any regulations made hereunder,

shall be guilty of an offence and shall be liable on summary conviction before a Resident Magistrate to a fine not exceeding ten thousand dollars or to imprisonment for a term not exceeding two years, or to both such fine and imprisonment.

(2) Any private security guard who—

- (a) fails to return, on demand, to his employer or

employer's authorized representative any firearm issued to such private security guard by his employer;

- (b) not being registered under this Act as an armed security guard, carries a firearm in the performance of his duties as a security guard;
- (c) fails to return a registration card to the Authority when required so to do;
- (d) falsely represents himself to be the person named in a registration card issued under this Act; or
- (e) divulges to any person (other than his employer or some other person as directed by his employer or as required by law) any information acquired in the course of his employment which could compromise or endanger the security of any premises owned or occupied by or under the control of any person who is doing business or has done business with the employer of the private security guard,

shall be guilty of an offence and shall be liable on summary conviction before a Resident Magistrate to a fine not exceeding ten thousand dollars or to imprisonment for a term not exceeding two years, or to both such fine and imprisonment.

Certifica-  
tion of  
convictions.

**30.** Where any person is convicted of an offence under this Act the Court before which such person is convicted shall certify such conviction to the Authority.

Regula-  
tions.

**31.—(1)** The Minister may make regulations for the purpose of the proper administration of and giving effect to this Act and, without prejudice to the generality of the foregoing, may prescribe—

- (a) forms and procedure for applications for the grant or renewal of licences and registration cards and in relation to appeals under this Act;



- (b) fees for the issue of registration cards and licences and for the renewal of licences;
- (c) courses of training in the management and use of firearms as pre-requisites for registration of armed private security guards;
- (d) courses of training to be pre-requisites for registration of unarmed security guards;
- (e) courses of training to be pre-requisites for certification of security trainers for both armed and unarmed guards.

(2) The Minister may by order amend the First, Second or Third Schedule.

First,  
Second  
and Third  
Schedules.

## FIRST SCHEDULE

(Section 3)

*Constitution and Procedure of the Authority*

Constitution of the Authority.

1.—(1) The Authority shall consist of nine members appointed by the Minister by instrument in writing, being—

- (a) the Permanent Secretary in the Ministry responsible for national security or his nominee and a representative of the Veterinary Division of the Ministry responsible for veterinary services, who shall be *ex officio* members;
- (b) two members who shall be appointed from a panel of six attorneys-at-law nominated by the General Legal Council;
- (c) two members who shall be representatives of an organization recognized by the Minister as representing the private security industry;
- (d) two members who shall be appointed from a panel of six persons nominated by the Private Sector Organization of Jamaica; and
- (e) one member who shall be appointed by the Minister from among persons appearing to the Minister to be suitably qualified for such appointment.

(2) The Minister shall appoint one of the members appointed pursuant to paragraph (b), (c), (d) or (e) to be chairman.

(3) The Minister shall appoint one of the members appointed pursuant to paragraph (b), (c), (d) or (e) to be deputy chairman.

(4) In the case of the absence or inability to act of the chairman the deputy chairman shall exercise the functions of the chairman.

Tenure of office.

2. A member of the Authority shall, subject to the provisions of this Schedule, hold office for such period not exceeding three years from the date of his appointment as the Minister may specify at the time of appointment and every such member shall be eligible for reappointment.

Temporary appointment.

3. Subject to sub-paragraph (3) of paragraph 1 the Minister may, in the case of the absence or inability to act of any member, appoint any person to act temporarily in the place of that member.

Resignations.

4.—(1) The chairman may at any time resign his office by instrument in writing addressed to the Minister and such resignation shall take effect as from the date of receipt of such resignation by the Minister.

(2) Any member, other than the chairman, may at any time resign his office by instrument in writing addressed to the Minister and transmitted through the chairman, and from the date of the receipt

by the Minister of such instrument such member shall cease to be a member of the Authority.

5. If any vacancy occurs in the membership of the Authority such vacancy shall be filled by the appointment of another person as member who shall, subject to the provisions of this Schedule, hold office for the remainder of the period for which the previous member was appointed.

Filling of vacancies.

6. The names of all the members of the Authority as first constituted and every change in the membership thereof shall be published in the *Gazette*.

Gazetting of appointments.

7.—(1) The seal of the Authority shall be kept in the custody of the chairman or the secretary and shall be affixed to instruments pursuant to a resolution of the Authority in the presence of the chairman or any other member of the Authority authorized to act in that behalf and the secretary thereof.

Seal and execution of documents.

(2) The seal of the Authority shall be authenticated by the signature of any member authorized to act in that behalf and the secretary.

(3) All documents other than those required by law to be under seal, made by and all decisions of the Authority, may be signified under the hand of the secretary or the chairman or any other member or officer of the Authority authorized to act in that behalf.

8.—(1) The Authority shall meet as often as may be necessary or expedient for the transaction of its business, so, however, that the Authority shall meet at least once every three months and such meetings shall be held at such places and times and on such days as the Authority may determine.

Procedure and meetings.

(2) The chairman may at any time call a special meeting of the Authority, and shall call a special meeting to be held within seven days of a written request for that purpose addressed to him by any two members.

(3) The chairman or the person appointed under paragraph 1 (3) shall preside at meetings of the Authority and if both the chairman and that person are absent from a meeting the members present shall elect one of their number to preside at the meetings.

(4) The quorum of the Authority shall be five.

(5) The decisions of the Authority shall be by a majority of votes and in addition to an original vote the chairman or other member presiding at a meeting shall have a casting vote in any case in which the voting is equal.

(6) A member who is directly or indirectly interested in any matter which is being dealt with by the Authority—

## PRIVATE SECURITY REGULATION AUTHORITY

- (a) shall disclose the nature of his interest at a meeting of the Authority; and
- (b) shall not take part in any deliberation or decision of the Authority with respect to that matter.

Power of  
Authority  
to co-opt.

9.—(1) Subject to sub-paragraph (2), the Authority may, if it thinks fit for the purpose of carrying out its functions, co-opt persons who are not members of the Authority to participate in any proceedings of the Authority in relation to any particular matter.

(2) Any person co-opted pursuant to sub-paragraph (1), shall not be entitled to vote in any proceedings of the Authority.

Protection  
of  
Authority.

10. No act done or proceeding taken under this Act shall be questioned on the ground—

- (a) of the existence of any vacancy in the membership of or any defect in the constitution of, the Authority; or
- (b) of any omission, defect or irregularity not affecting the merits of the case.

Protection  
of members.

11.—(1) No action, suit, prosecution or other proceedings shall be brought or instituted personally against any member in respect of any act done *bona fide* in the execution or intended execution of this Act.

(2) Where any member is exempt from liability by reason only of the provisions of this paragraph the Authority shall be liable to the extent it would be if that member were an employee or agent of the Authority.

Remunera-  
tion of  
members.

12. There shall be paid from the funds of the Authority to the chairman and other members of the Authority and to persons co-opted by the Authority under section 6 such remuneration as the Minister may determine.

SECOND SCHEDULE (Section 10 (2) )

*Persons and institutions exempt from the provisions of the Act so far as it applies to their functioning as private investigators in the course of their work*

- (a) Attorneys-at-Law while acting in the practice of their profession; or their employees while acting in the course of their duties as such;
- (b) Accountants while acting in the practice of their profession; or their employees while acting in the course of their duties as such;
- (c) Persons who search for and furnish information—
  - (i) as to the financial credit rating of persons;
  - (ii) to employees as to the qualifications and suitability of their employees or prospective employees; or

(iii) as to the qualifications and suitability of applicants for insurance and indemnity bonds.

and who do not otherwise act as private investigators.

**THIRD SCHEDULE**

**(Section 12 (1) )**

**PART I**

***Offences in relation to which the Authority shall refuse to grant licences to individuals***

**Offences under—**

- (a) the Dangerous Drugs Act;
- (b) the Larceny Act;
- (c) the Firearms Act;
- (d) the Public Order Act;
- (e) the Forgery Act;
- (f) the Malicious Injuries to Property Act;
- (g) the Praedial Larceny Act; and
- (h) the following sections of the Offences against the Person Act, that is to say—

sections 2, 9, 11, 13-17 (inclusive), 19, 20, 22-26 (inclusive), 28-38 (inclusive), 40, 69-70 (inclusive), 74-77 (inclusive), 79.
- (i) the following provisions of the Sexual Offences Act, namely, sections 3, 4, 5, 7-11 (inclusive), 13, 15-21 (inclusive) and section 23.

12/2009  
3rd Sch.

12/2009  
3rd Sch.

**PART II**

***Offences in relation to which the Authority shall refuse to grant licences to bodies corporate***

**Offences under—**

- (a) the Companies Act;
- (b) the Corruption Prevention Act;

- (c) the Customs Act;**
- (d) the Cruelty to Animals Act;**
- (e) the Dangerous Drugs Act;**
- (f) the Larceny Act.**

THE PRIVATE SECURITY REGULATION AUTHORITY ACT

REGULATIONS  
(under section 31)

The Private Security Regulation Authority (Licensing and Registration)  
Regulations, 1993

L.N. 89/93

L.N. 166iv/99

## THE PRIVATE SECURITY REGULATION AUTHORITY ACT

REGULATIONS  
(under section 31)THE PRIVATE SECURITY REGULATION AUTHORITY (LICENSING AND  
REGISTRATION) REGULATIONS, 1993*(Made by the Minister on the 25th day of June, 1993)*L.N. 89/93  
Amul:  
L.N. 166is/99  
Citation.

1. These Regulations may be cited as the Private Security Regulation Authority (Licensing and Registration) Regulations, 1993.

2.—(1) An application for a licence to engage in the business of contract security organizations, private investigators organization, proprietary security organizations or providing private investigators or private security guards shall be in the form set out in Form 1 of the First Schedule.

Application  
and licences.First Schedule.  
Form 1.

(2) An application for registration to act as a security trainer, private investigator or a private security guard shall be in the form set out in Form 2 of the First Schedule.

Form 2.

(3) A licence to engage in the business of contract security organizations, private investigators organizations, proprietary security organizations or providing private investigators or private security guards shall be in the form set out in Form 3 of the First Schedule.

Form 3.

3.—(1) The registration of persons qualified to be registered under the Act, shall be effected in the manner set out in the Act and these Regulations and the Authority may re-register any person previously registered hereunder if the Authority considers it necessary or expedient so to do.

Registration.

(1A) An application for re-registration of any person previously registered under this regulation shall be in the form set out in Form 2A of the First Schedule.

Form 2A

(2) Where any person is being registered or re-registered, as the case may be, the registration card to be issued by the Authority shall—

(a) in the case of an individual, be in the form set out in Form 4 of the First Schedule; and

Form 4.



THE PRIVATE SECURITY REGULATION AUTHORITY (LICENSING AND  
REGISTRATION) REGULATIONS, 1993

First Schedule  
Form 5

- (b) in the case of a company, be in the form set out in Form 5 of the First Schedule.

Courses of  
training.

3A. For the purposes of sections 17 (2) and (3) and 18 of the Act, the prescribed course of training for registration as a security trainer, armed private security guard, or unarmed private security guard, respectively shall be as specified in the Second Schedule.

Second  
Schedule.

Fee for inspection  
of register.

4. A fee of twenty dollars shall be payable in respect of each inspection of the register established under section 16 of the Act.

Fees.

5. The fees specified in the second column hereunder shall be payable in respect of the matters specified in relation thereto in the first column hereunder—

Applications, Registration, Licensing	Fees
(a) Upon each application for a licence or registration in Form 1 or Form 4 of the First Schedule, or for a renewal thereof ...	\$1,000.00
(b) The annual licensing fee for companies employing security guards, where such company employs—	
(i) fewer than 101 security guards ...	\$6,000.00
(ii) at least 101, but no more than 500 security guards ...	\$9,000.00
(iii) more than 500 security guards ...	\$12,000.00
(c) for the registration of—	
(i) each armed private security guard ...	\$300.00
(ii) each unarmed private security guard ...	\$200.00
(d) for the registration of each security trainer	\$1,000.00
(e) for the registration of each private investigator	\$1,000.00
(f) annual licensing fee for a proprietary security organization, where such organization employs—	
(i) fewer than 101 private security guards ...	\$4,000.00
(ii) 101 or more private security guards ...	\$6,000.00

(g)	for renewal of a licence after lapse of more than sixty days from the date of expiry of previous licence	...	...	\$3,000.00
(h)	for renewal of a registration card after lapse of more than sixty days from the date of expiry of previous card—			
	(i) security trainer or private investigator	...	...	...
	(ii) armed or unarmed private security guard	...	...	...
(i)	upon transfer of a private security guard from one company or organ- ization to another company or organization	...	...	...
(j)	for replacement of lost registration card	...	...	...
		...	...	\$200.00

**THE PRIVATE SECURITY REGULATION AUTHORITY (LICENSING AND  
REGISTRATION) REGULATIONS, 1993**

FIRST SCHEDULE

(Regulation 2)

THE PRIVATE SECURITY REGULATION AUTHORITY ACT

*Application for Licences*

**FORM 1**

*How to Complete Form*

1. This Form should be completed by the Applicant in block letters, in the case of an individual. Where the Applicant is a company, the Form should be completed by the Managing Director of the Company.

2. Completed Forms must be accompanied by the following documents:—

In all cases—items (iii) and (iv) below.

In the case of a Company—items (i) and (ii) below.

- (i) Certificate of Incorporation (Certified Copy).
- (ii) Form 12 filed at the Registrar of Companies (Certified Copy).
- (iii) A current Tax Compliance Certificate.
- (iv) Copy of your G.C.T. Registration Certificate.

*Section A—Licensing Details*

(a) Indicate whether:        ☐ New Application        ☐ Application for renewal

(b) Application Date:        ..... / ..... / .....        Licence No.: .....  
(Renewal only)

(c) Name of Company or Individual: .....

Address of Company or Individual: .....

In case of Individual, state Business name, if any: .....

Telephone No.: ..... Fax No.: .....

- (d) Type of Business:    ☐ Private Investigators Organization  
                                      ☐ Proprietary Security Organization  
                                      ☐ Contract Security Organization

(e) Number of Employees: .....

FIRST SCHEDULE, *contd.*

(f) Number of Service

Locations: ..... Address: .....  
Address: .....  
Address: .....  
Address: .....

*Section B—Company Directors*

Names	Address (Home)	Phone No. (Home)	Position held in Company
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....

*Section C—General Information*

- (a) Have you ever operated any business under any name other than the Company name  
(including your own name) specified on this Form?

(Y/N).....

If so, give details.....

- (b) Have you or the Company ever been licensed under the Act? (Y/N).....

If so, give details.....

- (c) In the case of an individual, are you an undischarged bankrupt? (Y/N).....

- (d) Is the Company in liquidation or receivership? (Y/N).....

If so, give details.....

- (e) Has a judgement of any Court ever been entered against the Company or against  
you? (Y/N).....

If so, give details.....

- (f) Have you or the Company ever been charged, indicted or convicted of any offence  
under the law of Jamaica or any other country? (Y/N).....

If yes, state particulars, as follows:

Place: ..... Date: ..... / ..... / .....

Offence: ..... Sentence: .....

THE PRIVATE SECURITY REGULATION AUTHORITY (LICENSING AND  
REGISTRATION) REGULATIONS, 1993

FIRST SCHEDULE, *contd.*

(g) Will you or the Company have licensed firearms? (Y/N).....

If yes, state:

Name of Licensee: ..... No. of firearms: .....

*(Attach list showing Serial Numbers and Calibre of Weapons)*

I certify that the information recorded on this form is true, complete and correct to the best of my knowledge and belief. I understand that any misrepresentation on this form may lead to cancellation, under section 13 of the Act, of any licence granted and may also lead to criminal prosecution under section 29.

.....  
(Chief Executive Officer)

.....  
(Date)

*Application for Registration*

In the event that this application is granted I/We hereby apply to be registered under the Act.

.....  
(Chief Executive Officer)

.....  
(Date)

FOR OFFICIAL USE ONLY

Comments: .....  
.....

.....  
(Executive Director)

.....  
(Date)

FORM 2

THE PRIVATE SECURITY REGULATION AUTHORITY ACT

*Application for Registration*

*Completion of Form*

To be completed in block letters.

Completed Forms shall be accompanied by the following:—

- (a) two passport size photographs of the applicant; and
- (b) two references from any two of the following persons—

Present Employer; Minister of Religion; School Principal; Justice of the Peace; Gazetted Officer of the Jamaica Constabulary Force.

PHOTOGRAPH

FIRST SCHEDULE, *contd.*

Section A—Registration Details

- (a) Indicate whether: ☐ New Application ☐ Application for  
Renewal
- (b) Application Date: ..... / ..... / ..... Registration No. ....  
(Renewal only)
- (c) Registration as: ☐ Private Investigator  
☐ Unarmed Private Security Guard  
☐ Armed Private Security Guard  
☐ Security Trainer
- (d) Employer's Name: .....  
Address: .....

Section B—Personal Information

Last Name: ..... Marital Status: .....  
First Name: ..... Spouse's Name: .....  
Middle Name: ..... Occupation: .....  
Street: ..... NIS Number: .....  
District: ..... Passport No.: .....  
Parish: ..... Driver's Licence No.: .....  
Phone No. : ..... Height (m): .....  
Previous Occupation: ..... Weight (kg): .....  
Birth Date: ..... / ..... / ..... Colour of Eyes: .....  
Birth Place: ..... Colour of Hair: .....  
Sex: ..... Complexion: .....  
Father's Name and Address: ..... Visible Marks: .....  
.....  
Mother's Name and Address: .....  
.....

Section C—Education

	From	To	Qualification
Primary:.....	...../...../.....	...../...../.....	.....
Secondary:.....	...../...../.....	...../...../.....	.....
Tertiary:.....	...../...../.....	...../...../.....	.....

**THE PRIVATE SECURITY REGULATION AUTHORITY (LICENSING AND  
REGISTRATION) REGULATIONS, 1993**

FIRST SCHEDULE, *contd.*

**Section D—General Information**

- (a) Have you been charged, indicted or convicted of any offence under the law of Jamaica or any other country? (Y/N).....

If yes, state particulars, as follows:

Place: ..... Date ...../...../.....

Offence: ..... Sentence: .....

- (b) Have you ever before applied for registration under the Private Security Regulation Authority Act? (Y/N) .....

If so, give details .....

- (c) Have you ever been registered or employed as a security trainer or private security guard in Jamaica or any other country? (Y/N) .....

If so, give details .....

- (d) Have you any security-related experience? (Y/N).....

If so, indicate ☐ Military ☐ Police Force ☐ Other

☐ Correctional Services ☐ Private Security Industry

Area of training: ☐ Weapons ☐ Canine ☐ Self Defence

- (e) Do you hold a firearm permit, licence or certificate? (Y/N) .....

If yes, attach a copy of the permit, licence or certificate.

- (f) Are you a member of the Jamaica Constabulary Force or the Jamaica Defence Force? (Y/N) .....

If so, give details .....

I certify that the information recorded on this form is true, complete and correct to the best of my knowledge and belief. I understand that any misrepresentation on this form may lead to the cancellation of my registration and to criminal prosecution.

.....  
(Applicant's Signature)

.....  
(Date)

THE PRIVATE SECURITY REGULATION AUTHORITY (LICENSING AND  
REGISTRATION) REGULATIONS, 1993

11

FIRST SCHEDULE, *contd.*

FOR OFFICIAL USE ONLY

Results of CRO: .....

Comments: .....

.....

.....

.....

...../...../.....  
(Assessment Officer) (Date) (Executive Director) (Date)

Form 2A

(Regulation 2)

PRIVATE SECURITY REGULATION AUTHORITY ACT

*Renewal of Registration*

**COMPLETION OF FORM**

To be completed in block letters.

*Section A—Registration of Details*

- a. Date of Renewal of Application..... Registration No. ....
- b. Registration as:     ( ) Private Investigator  
                              ( ) Unarmed Private Security Guard  
                              ( ) Armed Private Security Guard  
                              ( ) Security Trainer  
                              ( ) Managing Director  
                              ( ) Director
- c. Employers Name (Company): .....

Address: .....

*Section B—Personal Information*

Last Name: ..... TRN No.: .....

First Name: ..... NIS No.: .....

Middle Name: ..... Passport No.: .....

Mailing Address: ..... Visible Marks: .....

..... Marital Status: .....

..... Spouse's Name: .....

Telephone No.: ..... Spouse's Occupation: .....

Driver's Licence No.: .....



*THE PRIVATE SECURITY REGULATION AUTHORITY (LICENSING AND  
REGISTRATION) REGULATIONS, 1993*

FIRST SCHEDULE, *contd.*

*Section C—General Information*

- a. Have you been charged, indicted or convicted of any offence under the law of Jamaica or any other country?

If yes, state particulars as follows

Place: ..... Date ...../...../.....

Offence: ..... Sentence: .....

- b. Do you hold a firearm permit, licence or certificate?

If yes, attach copy of the permit, licence or certificate.

I certify that the information recorded on this form is true, complete and correct to the best of my knowledge and belief. I understand that any misrepresentation on this form may lead to the cancellation of my registration and to criminal prosecution.

.....  
(Applicant's Signature)

.....  
(Date)

FOR OFFICIAL USE

Comments: .....  
.....  
.....

.....  
(Assessment Officer)

.....  
(Date)

.....  
(Executive Director)

.....  
(Date)

Form 3

(Regulation 2)

**THE PRIVATE SECURITY REGULATION AUTHORITY ACT**

*Licence to Engage in Business under the Private Security Regulation Authority Act*

.....  
*Name of Licensee*

.....  
*Address of Licensee*

IS HEREBY LICENSED AS: .....

THIS LICENCE IS VALID FOR A PERIOD OF: .....

EXPIRY DATE: .....

.....  
*Chairman of Authority*

.....  
*Executive Director*

.....  
*Date*

SEAL

FIRST SCHEDULE, *contd.*

NOTE: DUTIES OF LICENSEES

1. Pursuant to section 24 of the Private Security Regulation Authority Act, it is the duty of every licensee under the Act to forthwith notify the Authority in writing of—
  - (a) any dismissal, resignation or retirement of any Director or partner in his organization;
  - (b) the reasons for any dismissal, resignation, retirement or termination of service of any armed or unarmed private security guard; and
  - (c) the names and addresses of any new partner or Director in his organization.
2. Pursuant to section 25 of the Private Security Regulation Authority Act, it is the duty of a private security guard to forthwith notify the Authority in writing of or any termination of or change in his employment.
3. Pursuant to section 27 of the Private Security Regulation Authority Act, no person engaged in the business of providing the professional services of private security guards, shall employ as a private investigator or private security guard any person who is not the holder of a registration card issued under the Act.

FORM 4

(Regulation 3)

PAGE 1

PRIVATE SECURITY REGULATION AUTHORITY ACT



*Private Security Regulation Authority Registration Card*

FORM 4

PAGE 2

Registration No. ....

PRIVATE SECURITY REGULATION AUTHORITY

In accordance with the requirements of the  
PRIVATE SECURITY REGULATION AUTHORITY ACT

.....  
is hereby registered as

.....  
For a period of: .....

Expiry Date: .....

.....  
*Chairman*  
*P.S.R.A*

.....  
*Executive Director*

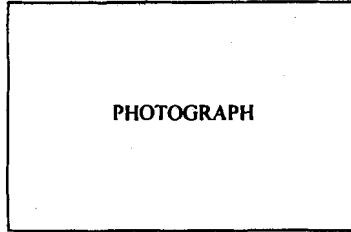
.....  
*Date*

THE PRIVATE SECURITY REGULATION AUTHORITY (LICENSING AND  
REGISTRATION) REGULATIONS, 1993

FIRST SCHEDULE, *contd.*

PAGE 3

Identification No. ....



.....  
*Signature*

PAGE 4

NOTE:

Pursuant to section 25 of the Private Security Regulation Authority Act, a private security guard shall forthwith notify the Authority in writing of any termination of or change in his employment.

FIRST SCHEDULE, *contd.*

Form 5

(Regulation 3)

THE PRIVATE SECURITY REGULATION AUTHORITY ACT



THE PRIVATE SECURITY REGULATION AUTHORITY

*Company Registration Card*

.....  
NAME OF LICENSEE

OF.....

ADDRESS OF LICENSEE

IS HEREBY REGISTERED AS: .....

THIS REGISTRATION IS VALID FOR A PERIOD OF: .....

EXPIRY DATE: .....

.....  
*Chairman*

.....  
*Executive Director*

.....  
SEAL

.....  
*Date*

SECOND SCHEDULE

(Regulation 3A)

*Prescribed Courses of Training*

*Basic Training for Security Trainer*

The course of training for every security trainer shall include the following subject areas—

1. Principles of Security (PS)
  - Evolution of the Private Security Industry;
  - Roles and Functions of the Private Security Regulation Authority
  - Understanding of the Private Security Industry.
2. Basic Human and Social Psychology
3. Communication Skills (CS)
  - Professional and Public Relations
  - Basic Training Method
4. Legal Aspects (LG)
  - Crime and Criminal Terminology
  - Court Appearances
  - Relations with Public Law Enforcement Authorities
5. Stress Management (SM)
6. Management Skills
7. Operational Instructions
8. Self Defence (SD)
9. First Aid (F/A)
10. Tactical Skills (TS)
11. Fire Fighting (F/F)
12. Protocol and Grooming (PG)

*Syllabus of Training*

Curriculum Course	Subject
	(i) Introduction to course
CS	(ii) Teaching methods
PS	(iii) Security Ethics—Code of Conduct

SECOND SCHEDULE, *contd.*

Curriculum Course	Subject
PS	(iv) History of private security with reference to Jamaica
PG	(v) Standard of conduct expected from a Private Security Guard—including dress code
LG	(vi) Private Security Regulation Authority Act, 1992
LG	(vii) Private Security Regulation Authority (Licensing and Registration) Regulation
PS	(viii) Disciplinary Procedure
SD	(ix) Physical Training
CS	(x) Pocket Diary/Station Diary/Log Book
CS	(xi) Report Writing
LG	(xii) Statement Writing
LG	(xiii) Court Procedure
LG	(xiv) Laws of Evidence
TS/PS	(xv) Powers of Arrest (Statute vs Common Law)
TS/PS	(xvi) Search Procedure—Person/Motor Vehicle/ Building/Premises
F/A	(xvii) Security of Property
F/F	(xviii) First Aid
F/F	(xix) Fire Fighting
SM	(xx) Stress Management

*Basic Training Course for Armed and Unarmed Private Security Guards*

The duration of training shall consist of a minimum of eighty (80) hours of instruction time over a two week period.

Training should be conducted by Security Trainers approved and registered under the Private Security Regulation Authority Act or by the Jamaica Constabulary Force (J.C.F.) or Jamaica Defence Force (J.D.F.) personnel who, by their training and experience, are individually exempted by the Private Security Regulation Authority and would fall under section 18 (b) of the Private Security Regulation Authority Act.

**THE PRIVATE SECURITY REGULATION AUTHORITY (LICENSING AND  
REGISTRATION) REGULATIONS, 1993**

SECOND SCHEDULE, *contd.*

The Course Curriculum shall include the following subject areas—

**1. Principles of Security (PS)**

A. Evolution of the Private Security Industry	(PS/1)	1 hr.
B. Roles and functions of the Security Guard	(PS/2)	2 hrs.
C. Principles of Security	(PS/3)	2 hrs.
D. Access Control	(PS/4)	2 hrs.
E. Search Procedures	(PS/5)	2 hrs.
F. Record Keeping	(PS/6)	<u>2 hrs.</u>
Total		<u>11 hrs.</u>

**2. Communication Skills (CS)**

A. Role of Communication	(CS/1)	1 hr.
B. Type of Communication	(CS/2)	2 hrs.
C. Report Writing	(CS/3)	4 hrs.
D. Oral Communication	(CS/4)	4 hrs.
E. Telephone Etiquette	(CS/5)	2 hrs.
F. Radio Voice Procedure	(CS/6)	<u>2 hrs.</u>
Total		<u>15 hrs.</u>

N.B. Serials 2C, D, E, F shall include practical exercise in which all students must participate.

**3. Self Defence (SD)**

A. Use of the Baton	(SD/1)	1 hr.
B. Practical Exercise	(SD/2)	<u>5 hrs.</u>
Total		<u>6 hrs.</u>

**4. First Aid (FA)**

A. Principles of First Aid	(FA/1)	3 hrs.
B. Basic First Aid	(FA/2)	<u>8 hrs.</u>
Total		<u>11 hrs.</u>

SECOND SCHEDULE, *contd.*

5. Legal (LG)

A. Crime and Criminal Terminology	(LG/1)	2 hrs.
B. The Legal Powers of a Security Guard	(LG/2)	2 hrs.
C. Preparation of Statements	(LG/3)	1 hr.
D. Use of Force	(LG/4)	2 hrs.
E. Interfacing with the JCF/JDF	(LG/5)	2 hrs.
F. Crime/Incident Scene	(LG/6)	3 hrs.
G. Court Appearances	(LG/7)	<u>2 hrs.</u>
Total		<u>14 hrs.</u>

6. Protocol/Grooming (PG)

A. Deportment	(PG/1)	1 hr.
B. Personal Hygiene	(PG/2)	1 hr.
C. Qualities of a good Guard	(PG/3)	<u>1 hr.</u>
Total		<u>3 hrs.</u>

7. Tactical Skills (TS)

A. Manning a Control Point	(TS/1)	3 hrs.
B. Crowd Control	(TS/2)	2 hrs.
C. Emergency Procedure Drills	(TS/3)	<u>5 hrs.</u>
Total		<u>10 hrs.</u>

8. Fire Fighting (FF)

A. Fire Precaution	(FF/1)	3 hrs.
B. Fire Fighting Equipment	(FF/2)	<u>3 hrs.</u>
Total		<u>6 hrs.</u>

9. Stress Management (SM)

4 hrs.

10. Firearm Training

Training should be conducted by JCF/JDF personnel or Trainers approved by the Authority and registered under the Private Security Regulation Authority Act.



*THE PRIVATE SECURITY REGULATION AUTHORITY (LICENSING AND  
REGISTRATION) REGULATIONS, 1993*

SECOND SCHEDULE, *contd.*

A Private Security Guard who applies to be registered as an armed guard must obtain a valid Firearm User's (Employees') Certificate issued under the Firearms Act before he can be considered for registration as an armed Private Security Guard by the Private Security Regulation Authority.

*Basic Training for Armed Private Security Guard*

1. Objective of Course	30 mins.
2. Introduction to Firearms— History and Development	30 mins.
3. The Firearms Act—Lecture	1 hr.
4. Legal and Moral Responsibilities of Firearm Users	1 hr.
5. Structure of Firearms (Revolvers, Shotguns, Pistols)	40 mins.
6. Safety Precautions—Safe Handling of Weapons	40 mins.
7. Care and Maintenance of the Weapon	1 hr.
Stripping	
Cleaning	
Re-Assembling	
Revision—Lessons 1–7	1 hr.
8. Carrying and using the Weapon	40 mins.
Personal Awareness/Alertness,	
Conduct, temperament, Psychology	
Static Posts	
Patrolling (Day/Night)	
Escorting	
9. Principles of Shooting—Day Firing	
Loading and Unloading	40 mins.
Holding, Aiming, Firing	40 mins.
Shooting Positions—Standing, Sitting, Kneeling, from behind cover	40 mins.

SECOND SCHEDULE, *contd.*

10. Preparation for Range Firing	30 mins.
Revision Lessons 8-10	40 mins.
11. Range Firing—(Live)	
Firing under supervision	
Firing from cover	
Firing while on the move	
Firing at moving targets	
12. Written Test—on all areas covered	1 hr.
13. Evaluation	<u>1 hr.</u>
Total	<u>12 hrs. 10 mins.</u>