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No. S 168

PRIVATE SECURITY INDUSTRY ACT (CHAPTER 250A)

PRIVATE SECURITY INDUSTRY (SECURITY SERVICE PROVIDERS) REGULATIONS 2009

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In exercise of the powers conferred by section 39 of the Private Security Industry Act, the Minister for Home Affairs hereby makes the following Regulations:

Citation and commencement

1. These Regulations may be cited as the Private Security Industry (Security Service Providers) Regulations 2009 and shall come into operation on 27th April 2009.

Application for security service provider's licence

2. Every application for a security service provider's licence shall be made using the electronic service provided by the licensing officer.

Security service provider's licence

3. A security service provider's licence shall be in Form 1 in the Schedule.

Fee for security service provider's licence

4.—(1) The fee payable for a security service provider's licence shall be \$50.

(2) The fee payable for each copy or a replacement of a security service provider's licence shall be \$10.

Change in type of security services provided by licensed security service provider

5.—(1) A licensed security service provider shall not, without first obtaining the approval in writing of the licensing officer —

- (a) engage in the provision of any type of security service in addition to the types of security services that he is licensed, or approved under this regulation, to provide; or
- (b) change the types of security services that he is licensed, or approved under this regulation, to provide.

(2) An application for the licensing officer's approval under paragraph (1) shall be made using the electronic service provided by the licensing officer.

Change of particulars

6.—(1) Subject to paragraph (2), a licensed security service provider shall, not later than 14 days after the date of any change

taking place in any of the particulars that were declared by the licensed security service provider in his application for a licence, inform the licensing officer in writing of the change.

(2) Where a licensed security service provider who has changed his residential address makes a report not later than 14 days after the date of the change under section 8 of the National Registration Act (Cap. 201), he shall be deemed to have informed the licensing officer of the change in his residential address in compliance with paragraph (1) so far as that paragraph applies to residential addresses.

Transfer of security service provider's licence to new partners in partnership

7.—(1) Where —

- (a) a security service provider's licence is granted to a partnership (referred to as the original partnership);
- (b) there is a change in the original partnership as a result of a new partner or new partners joining the original partnership (whether or not accompanied by any change in the existing partners of the original partnership); and
- (c) the licence is to be held for the purposes of the original partnership,

the licensee shall apply to the licensing officer for the licence to be transferred to the new partnership using the electronic service provided by the licensing officer.

(2) An application under paragraph (1) to transfer a licence to a new partnership shall be accompanied by —

- (a) a fee of \$40; and
- (b) such other particulars, information and documents of the new partner or partners as the licensing officer may require under the Act and these Regulations.

(3) An application under paragraph (1) to transfer a licence to a new partnership shall be regarded as an application for the grant of a fresh licence to the new partnership.

Change of directors of companies or partners in limited liability partnerships

8. Where a licensed security service provider is a company or a limited liability partnership, the licensed security service provider shall, not later than 7 days after the date of any change in any of the particulars of its directors or partners that were declared by the licensee in his application for a licence, as the case may be, notify the licensing officer of the change using the electronic service provided by the licensing officer.

Request for information

9. The licensing officer may, at any time by notice in writing, require a licensed security service provider to furnish him, not later than 14 days after the date of the notice, with any information the licensing officer may require concerning the licensed security service provider's business or employees.

9A. [*Deleted by S 438/2022 wef 01/06/2022*]

No change of name without approval of licensing officer

10.—(1) A licensed security service provider shall not change the name under which his business is carried on without first obtaining the approval in writing of the licensing officer.

(2) A fee of \$20 shall be payable for approval of a change of the name under which the business is carried on.

(3) An application for the licensing officer's approval under paragraph (1) shall be submitted using the electronic service provided by the licensing officer.

Prescribed forms for electronic service

11.—(1) The forms prescribed for —

- (a) an application for a security service provider's licence under regulation 2;
- (b) an application for the licensing officer's approval under regulation 5(1);
- (c) an application for a transfer of a licence under regulation 7;

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- (d) a notification of a change in the particulars of the directors or partners of a company or a limited liability partnership, as the case may be, under regulation 8; and

[S 438/2022 wef 01/06/2022]

(da) *[Deleted by S 438/2022 wef 01/06/2022]*

- (e) an application for approval to change the name under which the business of the licensed security service provider is carried out under regulation 10,

made using the electronic service provided by the licensing officer shall be the electronic forms provided in that electronic service at <http://www.spf.gov.sg/licence>.

(2) In the event of a malfunction or failure of the electronic service provided by the licensing officer —

- (a) an application for a security service provider's licence shall be made in Form 2 in the Schedule;
- (b) an application for the licensing officer's approval under regulation 5(1) shall be in such form and manner as the licensing officer may determine;
- (c) an application for a transfer of a licence under regulation 7 shall be in such form and manner as the licensing officer may determine;
- (d) a notification of a change in the particulars of the directors or partners of a company or a limited liability partnership, as the case may be, under regulation 8 shall be in such form and manner as the licensing officer may determine; and

[S 438/2022 wef 01/06/2022]

(da) *[Deleted by S 438/2022 wef 01/06/2022]*

- (e) an application for approval to change the name under which the business of the licensed security service provider is carried out under regulation 10 shall be in such form and manner as the licensing officer may determine.

Surrender of security service provider's licence

12. Where a security service provider's licence is revoked by order of the licensing officer under section 24(1) of the Act, the licensee shall, not later than 14 days after the date of the revocation order taking effect, surrender the licence to the licensing officer.

False statements, etc.

13. Any person who, in any application, form, document, return or notice submitted by him to the licensing officer under regulation 5, 6, 7, 8, 9 or 10, makes any statement which is false or furnishes any particular which is false or knowingly omits to furnish any particular which is required to be furnished shall be guilty of an offence and shall be liable on conviction to a fine not exceeding \$10,000 or to imprisonment for a term not exceeding 12 months or to both.

[S 438/2022 wef 01/06/2022]

Photographs and fingerprints

14.—(1) The licensing officer may, at any time, require the taking and recording of photographs and fingerprints of persons applying for a security service provider's licence and of every person employed by a licensed security service provider or seeking employment with a licensed security service provider.

(2) Any person employed by a licensed security service provider or seeking employment with a licensed security service provider (other than as a secretarial, clerical or other staff of a similar kind) and who refuses to comply with the requirement referred to in paragraph (1) shall be guilty of an offence and shall be liable on conviction to a fine not exceeding \$10,000 or to imprisonment for a term not exceeding 12 months or to both.

Offences

15. Any person who —

(a) contravenes regulation 5(1), 6(1), 8, 10(1) or 12; or

[S 438/2022 wef 01/06/2022]

(b) fails to comply with the requirements of a notice under regulation 9 which has been served on him,

shall be guilty of an offence and shall be liable on conviction to a fine not exceeding \$10,000 or to imprisonment for a term not exceeding 12 months or to both.

THE SCHEDULE

Regulations 3 and 11(2)

FORM 1

PRIVATE SECURITY INDUSTRY ACT (CHAPTER 250A)

PRIVATE SECURITY INDUSTRY (SECURITY SERVICE PROVIDERS) REGULATIONS

LICENCE TO OPERATE AS A SECURITY SERVICE PROVIDER

Licence No.: _____

Licensee(s): _____

Name of Person(s): _____

NRIC No(s): _____

Name of Registered Company/Business/Co-operative Society: _____

ACRA/RCS Registration No.: _____

Address of Registered Company/Business/Co-operative Society: _____

Address of Branch Office(s): _____

THE SCHEDULE — *continued*

Date of commencement of licence: _____

Date of expiry of licence: _____

The above named licensee(s) is/are permitted to operate as a security service provider, subject to the provisions of the Private Security Industry Act, the Private Security Industry (Security Service Providers) Regulations and the conditions attached/overleaf.

Licence Fee: \$ _____

 _____ Date of Issue	 _____ Licensing Officer
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FORM 2

PRIVATE SECURITY INDUSTRY ACT
(CHAPTER 250A)

FORM 2

PRIVATE SECURITY INDUSTRY
(SECURITY SERVICE PROVIDERS) REGULATIONS

FORM 2

APPLICATION FOR A LICENCE
TO PROVIDE SECURITY SERVICE(S)

PART I — PARTICULARS OF FILER (applicable only to application made by a staff/member of a professional firm or a representative authorised by the applicant to make the licence application.)

Name: _____

NRIC/FIN No.: _____

Name of Registered Company/Business/Organisation: _____

ACRA Registration No.: _____

Email Address: _____

THE SCHEDULE — *continued*

Contact No. (Pager/Mobile/Home/Office No.): _____

PART II — PARTICULARS OF APPLICANT

Name: _____

Appointment in Proposed Company: _____

Address: _____

Email Address: _____

NRIC/FIN No.: _____

Nationality: _____

Date of Birth: _____

Contact No. (Pager/Mobile/Home/Office No.): _____

PART III — PARTICULARS OF REGISTERED COMPANY/BUSINESS/CO-OPERATIVE SOCIETY

Name of Registered Company/Business/Co-operative Society: _____

ACRA/RCS¹ Registration No.: _____

Address of Registered Company/Business/Co-operative Society: _____

Contact No.: _____

Fax No.: _____

THE SCHEDULE — *continued*Type of Company/Business: _____
_____**PART IV — PARTICULARS OF PARTNER(S)/DIRECTOR(S)/OFFICE-BEARERS(S)**Name: _____
_____NRIC/FIN/Passport No.²: _____
_____Date of Birth: _____
_____Appointment: _____
_____Highest Educational Qualification: _____
_____Name: _____
_____NRIC/FIN/Passport No.²: _____
_____Date of Birth: _____
_____Appointment: _____
_____Highest Educational Qualification: _____
_____Name: _____
_____NRIC/FIN/Passport No.²: _____
_____Date of Birth: _____
_____Appointment: _____
_____Highest Educational Qualification: _____
_____**PART V — DETAILS OF SECURITY SERVICES PROVIDED**

THE SCHEDULE — *continued*

THE SCHEDULE — *continued*

THE SCHEDULE — *continued*

THE SCHEDULE — *continued*

THE SCHEDULE — *continued*

— continued

PRIVATE SECURITY INDUSTRY ACT
(CHAPTER 250A)

(Tick ✓ in the appropriate box)

Dealing with security equipment

(a) Installing, maintaining, repairing or servicing of security equipment.

(b) Designing, selling, importing or exporting security equipment.

*Please indicate list of security equipment dealt with in the table below.

Providing security advice

(c) Providing advice in relation to security equipment.

(d) Selling security methods or principles.

*Please indicate list of security equipment where advice is provided in the table below.

Providing surveillance, tracking or monitoring services

(e) Providing alarm surveillance services.

(f) Providing other surveillance tracking or monitoring services using security equipment.

(other alarm surveillance services)

*Please indicate list of security equipment used in the table below.

Providing training or instruction in relation to security activity referred to in (a) to (f) above

<p><u>List of security equipment</u></p> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <p><i>Note: To provide the information in a separate sheet under the above headings if space is insufficient.</i></p>
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PART VI — DECLARATION

THE SCHEDULE — *continued*

I declare that all the information given in this application is true and correct to the best of my knowledge.

<hr style="width: 20%; margin: auto;"/> Date	<hr style="width: 20%; margin: auto;"/> Signature of Filer/Applicant ³
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¹ RCS refers to Registry of Co-operative Societies.

² Applicable to foreigners only who do not possess FIN Nos.

³ Delete whichever is not applicable.

Made this 23rd day of April 2009.

BENNY LIM
Permanent Secretary,
Ministry of Home Affairs,
Singapore.

[MHA(PS)10/4/001; AG/LEG/SL/250A/2008/4 Vol. 1]