

Security Industry

Registered Training Providers Guidelines for Applicants

Who needs to be approved?

It is an offence for a person to carry on a business of providing *security industry training* unless the person has been approved by the Commissioner for Consumer Affairs (the 'Commissioner') as a *Security Industry Training Provider*.

Security Industry Training

Security Industry Training is defined as:

- training designed to provide a person with a qualification determined by the Commissioner to be required for a person to be eligible to hold a security agents licence (other than a licence authorising only the performance of functions relating to security alarm or surveillance systems); or
- training required by the Commissioner to be completed by the holder of a security agents licence that authorises the licensee to perform the function of controlling crowds; or
- training of a kind prescribed by the regulations;

Requirement to employ or engage a licensed security industry trainer.

It is an offence for a person to employ or engage another to personally provide *security industry training* unless that other person holds a *Security Industry Trainers Licence* authorising them to personally provide training of the kind to be provided.

Am I eligible to obtain approval?

To be approved as a *Security Industry Training Provider* the Commissioner must be satisfied that the persons, or if the person is a body corporate, each director of the body corporate, would be a fit and proper person to hold a *security industry trainers licence* if the person were to apply for such a licence. You are entitled to be approved as a *security industry training provider* if you meet the following criteria

Individuals (including partners in a partnership)

- You are not suspended or disqualified from practicing or carrying on an occupation, trade or business under Australian law
- You have not been convicted of a Prescribed Offence (refer to the Prescribed Offence guideline for more information)
- You are a fit and proper person

Body corporate

- The body corporate and each of its directors are not suspended or disqualified from practicing or carrying on an occupation, trade or business under Australian law
- No director has been convicted of a Prescribed Offence (refer to the Prescribed Offence guideline for more information)
- Each director is a fit and proper person

How do I apply?

Complete one of the applications available from the website:

- Security Industry Training Provider Application for Approval - Body Corporate
- Security Industry Training Provider Application for Approval - Individual

What information do I need to provide to complete an application?

Fees

There is currently no fee prescribed for approval

Personal Information Declaration (PID)

The applicant or in the case of a body corporate; each director must complete a Personal Information Declaration. This form is available from the website.

You will also need to be fingerprinted by the South Australian Police. Fingerprinting arrangements are made after lodgement of your application.

Please note, if you have resided in another country, apart from a country from which you have migrated to Australia from, for at least 12 months in the last 10 years (and were over 17 years of age at the time), you will need to provide a Police Certificate (Statement of Offence History) from the local Law Enforcement Agency of each country with your Personal Information Declaration form. You must also include a translated copy of the certificate if it is not in English.

An overseas Police Certificate is not required from the country from which you have migrated to Australia from in relation to the period before the migration.

A PID is not required if you hold a **current** security agents licence (e.g. as an employee only) or are the director of another company that is **currently** licensed as a security agent and you have been through this process previously.

For more information

Email	Website	Phone	In person
occupational@sa.gov.au	www.cbs.sa.gov.au	Ph: 131 882	Customer Service Centre 91 Grenfell Street ADELAIDE SA 5000