

# California Guard Guide

- QUICK GUIDE FOR BAR, NIGHTCLUB AND LIQUOR LICENSE OPERATORS -

License Types	Proprietary Security Officer (PSO)	Security Guard aka "Guard Card"	Proprietary Security Employer (PSE)	Private Patrol Operator (PPO)
<b>Who is required to get this?</b>	Any person employed by a single employer who: <ul style="list-style-type: none"> <li>✓ is required to wear a distinctive uniform,</li> <li>✓ is likely to interact with the public, and</li> <li>✓ is unarmed</li> </ul>	Any person employed by a licensed security company - Private Patrol Operator (PPO) who provides services as a security guard for that company.	A Proprietary Security Employer (PSE) is individual, partnership, corporation or limited liability corporation who employs one or more employees to provide security services for that employer.	A Private Patrol Operator (PPO) operates a security company and normally contracts their guards to other businesses.
<b>General Requirements</b>	<ul style="list-style-type: none"> <li>✓ 18 years of age</li> <li>✓ Background check with DOJ and FBI (Est: \$110)</li> <li>✓ State registration (\$50)</li> </ul> <p><i>Background and registration must be completed before work starts.</i></p>	<ul style="list-style-type: none"> <li>✓ 18 years of age</li> <li>✓ Background check with DOJ and FBI (Est: \$110)</li> <li>✓ State registration (\$50)</li> </ul> <p><i>Background and registration must be completed before work starts.</i></p>	<ul style="list-style-type: none"> <li>✓ State registration (\$75)</li> </ul>	<ul style="list-style-type: none"> <li>✓ 18 years of age</li> <li>✓ Background check with DOJ and FBI (Est: \$110)</li> <li>✓ Minimum 2,000 hours as guard or equivalent</li> <li>✓ State registration (\$750)</li> <li>✓ Pass written exam</li> </ul>
<b>Training Requirements</b>	<ul style="list-style-type: none"> <li>✓ 16 hours of training</li> </ul> <p><i>Training can be job specific and cost varies.</i></p> <p><i>Training must be completed within 6 months of hiring or from state registration.</i></p>	<ul style="list-style-type: none"> <li>✓ 40 hours of training</li> </ul> <p><i>Training in general security guard skills and cost varies.</i></p> <p><i>- 8 hours must be completed before work starts.</i></p> <p><i>- 16 hours within 30 days of starting work.</i></p> <p><i>- 16 hours within 6 months of starting work.</i></p>	<ul style="list-style-type: none"> <li>✓ N/A</li> </ul>	<ul style="list-style-type: none"> <li>✓ N/A</li> </ul>
<b>Who can provide training?</b>	<ul style="list-style-type: none"> <li>✓ Any state licensed person or company</li> </ul> <p><i>Approved trainers will be issued a state license.</i></p>	<ul style="list-style-type: none"> <li>✓ Any state licensed Private Patrol Operator (PPO)</li> </ul>	<ul style="list-style-type: none"> <li>✓ N/A</li> </ul>	<ul style="list-style-type: none"> <li>✓ N/A</li> </ul>
<b>Valid for</b>	<ul style="list-style-type: none"> <li>✓ 2 years</li> </ul> <p>Renewal - \$35 fee and 2 hours of annual continued training.</p>	<ul style="list-style-type: none"> <li>✓ 2 years</li> </ul> <p>Renewal - \$35 fee and 8 hours of annual continued training.</p>	<ul style="list-style-type: none"> <li>✓ N/A</li> </ul>	<ul style="list-style-type: none"> <li>✓ N/A</li> </ul>

This document is provided a reference tool only. State requirements may change.

Please contact the Bureau of Security and Investigative Services for more information @ <http://www.bsis.ca.gov> or (800) 952-5210



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# PSO Guard License - FAQ

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**Q-** Why the new law for PSO licensing in-house security guards?

**A-** In 2006, Senator Maldonado from San Francisco wanted to create a *safer nightlife* for his community and realized that “bouncers” had *no background checks* and *no job specific training*. The law was created so security guards working with the public would be *better trained* and *better qualified*.

**Q-** What was wrong with the old law?

**A-** The existing (old) law only mandated licensing for anyone who worked for a *security company* or a *Private Patrol Operator (PPO)* – it required “guard card” training which focused on observe and report techniques. There was no law related to in-house security guards and *job specific training*.

**Q-** Why is the PSO license better for the bar, nightclub, and hospitality industry?

**A-** The law was written specifically to help employers in *ANY* industry *hire the correct type of security guard* for their business. For a bar or a club - the PSO license allows an operator to employ a guard with proof they have received the appropriate *job specific training* and *background check*.

**Q-** If I am a bar and nightclub operator can I still hire someone with a “Guard Card”?

**A-** *Yes*, however, the operator must conduct real *due diligence* regarding the guards actual training. It has been suggested that *at least 80 percent* of current “Guard Card” security guards *have not completed their 40 hours* of required training. If you hire an employee with the “Guard Card” and they have not completed all 40 hours of training, they are not legally licensed.

**Q-** Why is it better to hire/employ a PSO licensed individual?

**A-** Trained correctly by a *state approved trainer*, the PSO licensed employee will have received the correct type of *job specific training* to do the job of an in-house security guard at a nightclub or bar. Having *job specific training* will *increase the skill* of your security employee and *potentially decrease civil litigation liability*.

**Q-** What documents should a new hire guard candidate have if they are already properly PSO licensed?

**A-** The guard candidate should have –

- ✓ a current and valid Proprietary Private Security Officer (PSO) card \*
- ✓ a serialized certificate of completed PSO training from a *state approved trainer*

\*To ensure registration is current and valid, call the License Verification Hotline at (916) 575-7000 or a verify online at [www.dca.ca.gov/basis/lookup](http://www.dca.ca.gov/basis/lookup)

**Q-** As an operator, am I required to provide training if a non-licensed individual already works for me?

**A-** *Yes*. The law went into effect January of 2011. The new law requires 16 hours of training by a *state approved trainer*, a *criminal background check* and *state registration*. If you still have unlicensed security guards working at your bar or nightclub, you must provide them legally licensed or risk *costly fines*.

**Q-** What is the difference between a PSO registration and actually being legally licensed?

**A-** The committee that helped with this new law wanted to create a two-part system for PSO licensing. A full PSO license is a combination of *both state registration AND training* by a *state approved trainer*. An employee with only state PSO registration is not legally licensed as a PSO guard.

**Q-** Can I require employee candidates to have a PSO license before I hire them?

**A-** *Yes*. A good human resources policy should be to hire state licensed security guards. If you hire the employee without their PSO License, California Labor Law requires that you provide for their necessary *state registration, training* by a *state approved trainer*, and *background check*.

**Q-** If I am an operator, how do I prove I have my PSE license?

**A-** After you have registered and paid the state fee, they will send you a single page license document that you *can keep on file* or *display*. The PSE license needs to be *available for inspection* by law enforcement.

**Q-** What are the fines for not being properly licensed?

**A-** A **\$5000** fine can be issued to each individual guard not properly licensed and **\$5000 fine for each unlicensed guard** to the owner of the establishment.

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