

ALASKA LEGISLATURE COMMITTEE FILES 1993-1994 8672

7973 HOUSE LABOR & COMMERCE

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SPONSOR STATEMENT

This legislation provides for transferring the licensing of security guards and security guard agencies to the Department of Commerce and Economic Development. However, the firearm training standards will remain under the jurisdiction of the Department of Public Safety, and all applicants for a firearm endorsement will be required to meet Department of Public Safety standards before being authorized to carry a firearm.

This program transfer is supported by the Commissioners of the Departments of Public Safety and the Department of Commerce and Economic Development. It helps further the administration's goal of providing professional licensing through one central agency. Additionally, industry members have documented support for transferring the licensing function to the Department.

The Division of Occupational Licensing oversees thirty four (34) licensing programs. Twenty two (22) of these programs have a board or commission as the licensing authority while the remaining twelve (12) programs are administered by Division staff. Division staff are trained and knowledgeable in a variety of areas including: licensing procedures and standards, examination security and administration, investigation procedures, public protection concerns and due process issues as they relate to licensing actions.

Professional licensing programs under the umbrella of the Division are program receipt funded, thereby requiring that all programs generate sufficient revenue to cover the costs associated with the licensing program. This legislation would place licensing of security guards/agencies under AS 08.01 and, therefore, would require them to become program receipt funded.

There are approximately 3,500 security guard licensees and 200 agency licenses which will be affected by this legislation. Existing licenses issued through the Department of Public Safety would continue to be recognized as valid active licenses during the transition period and would be renewable in accordance with provisions of this legislation.

Mr. Chairman, I have offered a committee substitute for HB 419. This CS would put many of the current regulations into statutory form. I believe it is important to have clear and defined requirements in state law when dealing with any professions where security or firearms are involved.

I would be happy to answer any questions you may have.

Thank you

FISCAL NOTE

STATE OF ALASKA
1994 LEGISLATIVE SESSION

BILL NO. HB 419

Revision Date: 2/7/94
 Title: An Act transferring the responsibility to license security guards and security guard agencies....
 Sponsor: Representative Mulder
 Requestor: House Labor & Commerce

Department: Commerce and Economic Dev.
 BRU: Occupational Licensing
 Component: Operations

COMPONENT SERIAL NO. 1844

Expenditures/Revenues	(Thousands of Dollars)					
OPERATING EXPENDITURES	FY 95	FY 96	FY 97	FY 98	FY 99	FY 00
PERSONAL SERVICES	69.6	69.6	69.6	69.6	69.6	69.6
TRAVEL	1.8	1.8	1.8	1.8	1.8	1.8
CONTRACTUAL	3.5	3.5	3.5	3.5	3.5	3.5
SUPPLIES	7.8	7.8	7.8	7.8	7.8	7.8
EQUIPMENT	13.2					
LAND & STRUCTURES						
GRANTS, CLAIMS						
MISCELLANEOUS						
TOTAL OPERATING	95.9	82.7	82.7	82.7	82.7	82.7
CAPITAL EXPENDITURES						
CHANGE IN REVENUES	95.9	82.7	82.7	82.7	82.7	82.7

FUND SOURCE	(Thousands of Dollars)					
1002 Federal Receipts						
1003 GF Match						
1004 General Fund						
1005 GF/Program Receipts	95.9	82.7	82.7	82.7	82.7	82.7
1006 GF/MHTIA						
Other						
TOTAL	95.9	82.7	82.7	82.7	82.7	82.7

Estimate of any current year (FY 94) cost: \$ None

POSITIONS	FY 95	FY 96	FY 97	FY 98	FY 99	FY 00
FULL-TIME	1.0	1.0	1.0	1.0	1.0	1.0
PART-TIME	1.0	1.0	1.0	1.0	1.0	1.0
TEMPORARY	0.0	0.0	0.0	0.0	0.0	0.0

ANALYSIS: (Attach a separate page if necessary)

HB 419 transfers responsibility for licensing security guards and security guard agencies to the Department of Commerce & Economic Development, Division of Occupational Licensing. The Department of Public Safety has proposed to transfer funding in the amount of \$50.6 with the program, including one full-time position. Since enforcement for the security guard program was managed internally with expertise from within the Department of Public Safety, upon transfer to the Department of Commerce & Economic Development, the need for investigative support is anticipated. Continued on attached page.

Prepared by: Jennifer Strickler, Administrative Officer
 Division: Occupational Licensing
 Approved by Commissioner: Paul Fuhs
 Agency: Commerce and Economic Development

Phone: 465-2144
 Date: 2/7/94
 Date: _____

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CONTINUATION of FISCAL NOTE ANALYSIS
For Bill/Resolution No. HB 419

HB 419 transfers responsibility for licensing security guards and security guard agencies to the Department of Commerce & Economic Development. The following costs are anticipated:

PERSONAL SERVICES: \$ 69.6

- 1 - Clerk-Typist III, Range 8, 12 months
located in Anchorage (PCN 12#1056 from
Dept. of Public Safety (DPS))
Funding transfer from DPS = \$41.8

- 1 - Investigator III, Range 18, 6 months
located in Anchorage = \$27.8

Currently, site inspections are included in the job description of the one support position for the program, however, other tasks have not allowed time for inspections to be conducted. This part-time investigator will be able to do the site inspections in addition to conducting investigations into violations of the licensing statutes.

TRAVEL: \$1.8

This funding will provide travel and per diem for the Investigator to make site inspections as well as conduct investigations.

CONTRACTUAL SERVICES: \$3.5

This funding will cover printing, advertising, postage, communications, and other contractual services costs.
Funding transfer of \$2.0 will come from DPS.

SUPPLIES: \$7.8

This funding will cover daily operating supplies for the program (paper, file folders, pens, etc.).
Funding transfer of \$6.8 will come from DPS.

**CONTINUATION of FISCAL NOTE ANALYSIS
For Bill/Resolution No. HB 419**

EQUIPMENT: (one-time costs) \$13.2

This funding will cover one-time equipment costs for office furniture and equipment of both positions.

Total: \$95.9

SUMMARY:

Funding of \$50.6 is anticipated to be transferred from the Department of Public Safety. In addition, additional general fund/program receipt authorization in the amount of \$45.3 is needed to fund the program in the first year of operation in the Department of Commerce & Economic Development.

REVENUE:

Information obtained from the Department of Public Safety indicate there are approximately 3,500 licensed security guards, and 25 active security guard agencies. Approximately 1,500 security guard licenses were issued in FY 93 of which, on a biennial renewal cycle, will be due for renewal in FY 95.

Under the centralized licensing statutes, licensing fees must approximately equal the costs of the program. In addition to direct costs, the division anticipates the security guard licensing program to also contribute approximately 10% to the division's indirect costs. It is anticipated that fees will be adjusted to fully-fund the costs of the licensing program.

FISCAL NOTE

STATE OF ALASKA
1994 LEGISLATIVE SESSION

BILL NO: HB 419

Revision Date: _____ Dept. Affected: Public Safety

Title: "An Act transferring the responsibility BRU: Alaska State Troopers

for license security guards." Component: Detachments

Sponsor: Rep Mulder

Requestor: H. L&C COMPONENT SERIAL NO. 799

EXPENDITURES/REVENUES: (Thousands of Dollars) (inflation not included)

OPERATING	FY 95	FY 96	FY 97	FY 98	FY 99	FY 00
PERSONAL SERVICES	(41.8)	(41.8)	(41.8)	(41.8)	(41.8)	(41.8)
TRAVEL	0.0	0.0	0.0	0.0	0.0	0.0
CONTRACTUAL	(2.0)	(2.0)	(2.0)	(2.0)	(2.0)	(2.0)
SUPPLIES	(6.8)	(6.8)	(6.8)	(6.8)	(6.8)	(6.8)
EQUIPMENT	0.0	0.0	0.0	0.0	0.0	0.0
LAND & STRUCTURES	0.0	0.0	0.0	0.0	0.0	0.0
GRANTS, CLAIMS	0.0	0.0	0.0	0.0	0.0	0.0
MISCELLANEOUS	0.0	0.0	0.0	0.0	0.0	0.0
TOTAL OPERATING	(50.6)	(50.6)	(50.6)	(50.6)	(50.6)	(50.6)

CAPITAL EXPENDITURES						
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CHANGE IN REVENUES ()						
Revenue Code						

FUNDING: (Thousands of Dollars)

1002 Federal Receipts						
1003 GF Match						
1004 GF						
1005 GF/Program Receipts	(50.6)	(50.6)	(50.6)	(50.6)	(50.6)	(50.6)
1006 GF/MHTIA						
Other						
TOTAL	(50.6)	(50.6)	(50.6)	(50.6)	(50.6)	(50.6)

Estimate of current year (FY 94) impact: \$ _____ POSITIONS:

FULL-TIME	(1)	(1)	(1)	(1)	(1)	(1)
PART-TIME						
TEMPORARY						

ANALYSIS: This legislation transfers responsibility for licensing security guards and security guard agencies to the Department of Commerce and Economic Development. Transfer will involve a Clerk IV (PCN-12#1056) and supporting resources.

Prepared By: Francis C. Allan Phone: (907) 269-5691

Division: Alaska State Troopers Date: 02/02/94

Approved by Commissioner:  Date: 02/04/94

Agency: Richard L. Burton, Dept. of Public Safety

Handwritten:
2/4/94

FISCAL NOTE

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Fiscal Notes

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Prepared By: Francis C. Allan Phone: (907) 269-5691

Division: Alaska State Troopers Date: 02/02/94

Approved by Commissioner: *[Signature]* Date: 02/04/94

Agency: Richard J. Burton, Dept. of Public Safety

LICENSING OF SECURITY GUARDS
AND
SECURITY GUARD AGENCIES



ALASKA STATE TROOPERS

For more information, or if you have questions, please contact:

Patrice Timpson
Security Guard Licensing
Alaska State Troopers
907-269-5594

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Indemnification and Hold Harmless Agreement.....

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CORRECTION

**THIS DOCUMENT
HAS BEEN REPHOTOGRAPHED
TO ASSURE LEGIBILITY**

LICENSING OF SECURITY GUARDS
AND
SECURITY GUARD AGENCIES



ALASKA STATE TROOPERS

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SECTION I

STATE OF ALASKA RULES & REGULATIONS
CONCERNING SECURITY GUARDS & AGENCIES

Section 18.65.400 - License as a Security Guard

- A. person may not be employed as a security guard or security guard agency until the person has obtained a license from the commissioner of public safety under 18.65.400 (1 ch 58 SLA 1976).

Section 18.65.410 - Applications

- A. Applications for a license as a security guard must be made on forms provided by the commissioner. The application must require the furnishing of information reasonably required by the commissioner to carry out the provisions of AS 18.65.400-18.65.490, including classifiable fingerprints to enable the search of criminal indices for evidence of a prior criminal record. The application must be accompanied by a non-refundable application fee of \$93 for a security guard and \$200 for a security guard agency (1 ch 59 SLA 1976).

Section 18.65.420 - Bonding & Insurance

- A. As a condition to issuance of a license, the applicant or the applicants employer must furnish a bond or proof of a policy of insurance to protect the State of Alaska and its residents from damages arising out of the acts of the license (1 ch 59 SLA 1976).

Section 18.65.430 - Duration of License

- A. A security guard license issued under AS 18.65.400-18.65.490 is valid for a period of two years and may be renewed for additional two-year terms. A renewal fee of \$50 must be paid for each renewal (1 ch 59 SLA 1976).

Section 18.65.440 - Revocation of License

- A. A security guard license issued under AS 18.65.400-18.65.490 is subject to revocation in accordance with the Administrative Procedure Act (AS 44.62) for the following reasons:
 1. false statements in application issued under AS 18.65.400-18.65.490;
 2. violation of a provision of AS 18.65.400-18.65.490 or a regulation adopted under AS 18.65.450;
 3. conviction of a felony or a crime involving moral turpitude while licensed;
 4. knowing impersonation of a law enforcement officer or
 5. knowingly continuing the employment of an individual as a security guard who has been convicted of a felony or a crime involving moral turpitude, or who has impersonated a law enforcement officer while employed by the licensee (1 ch 59 SLA 1976).

Section 18.65.450 - Regulations

- A. The commissioner shall adopt regulations necessary to implement AS 18.65.400-18.65.490, including provisions specifying the amount of bond or insurance required and the types of uniforms, badges and insignia that may be used (1 ch 59 SLA 1976).

Section 18.65.490 - Exceptions to Licensure

- A. An employer is not required to seek licensure for the employer's employees who provide unarmed plant security on that employer's premises (1 ch 59 SLA 1976).

Section 18.65.470 - Firearms Training

- A. Security guards licensed under AS 18.65.490 may not be armed with a firearm for the purpose of protecting property until they have completed firearms training acceptable to the commissioner (1 ch 59 SLA 1976).

Section 18.65.480 - Penalty

- A. A violation of a provision of AS 18.65.400-18.65.490 or a regulation adopted under AS 18.65.450 is a misdemeanor and upon conviction is punishable by imprisonment for not more than 60 days, or by a fine of not more than \$1,000 or by both (1 ch 59 SLA 1976).

Section 18.65.490 - Definitions in AS 18.65.400-18.65.490

- A. "Commissioner" means the commissioner of public safety;
- B. "security guard" means a person in the business of being a private watchman, providing patrol service or other services designed to prevent the theft, misappropriation, or concealment of goods, money or valuable documents;
- B. "security guard agency" means a person in the business of furnishing for hire private watchmen, patrol services or other services designed to prevent the theft, misappropriation or concealment of goods, money or valuable documents (1 ch 59 SLA 1976).

13 AAC.60.09C - Designation; Advertising

- A. Private security guard agencies and private security guards may not use any corporate name, including initials, which projects the image of a public law enforcement agency.
- B. The terminology "police" may not be used to identify either the agency or individuals employed by the agency.
- C. Use of the words "federal", "state", "U.S.", "United States", "Alaska", or any specific city or borough in the agency name, in a manner that would indicate an official connection with any governmental entity, is prohibited.

13 AAC.60.090 - Designation; Advertising (Continued)

- D. Use of the Seal of the State of Alaska in any manner is prohibited.
- E. Designation of a private security guard as a private policeman, police officer, or peace officer is prohibited. (Eff 5/29/77, Reg 62)
Authority: AS 11.60.225 AS 18.65.450

13 AAC.60.100 - Uniforms and Equipment

- A. The designation "security" must at all times be clearly visible on all uniforms. The designation "security" may be displayed on a cloth or metal badge, shoulder patch or name tag.
- B. The agency name must be clearly visible at all times.
- C. Patrol vehicles must be clearly marked with the agency name and the designation "security".
- D. A security guard agency may issue its own company identification card to its employees. The company identification card may not contain any indication that the holder or the agency is licensed by the State of Alaska.
- E. A licensee authorized to carry firearms must be in company uniform while on duty and carrying a dangerous weapon.
- F. A licensee authorized to carry firearms may not conceal a firearm or other dangerous weapon on or about his person at any time (Eff. 5/29/77, Reg. 62, Authority: AS 11.55.010 AS 18.65.450)

13 AAC.60.110 - Training Required

- A. All security guard applicants, before issuance of a temporary permit or submission of an application to the department, must have received at least eight hours of general preassignment training relating to their duties and responsibilities as a guard.
- B. All security guards are required to complete satisfactorily at least 40 hours of inservice training within 180 days after employment. Training must include, but need not be limited to
 - 1. law of arrest;
 - 2. law of search and seizure;
 - 3. duties and responsibilities to the employer and client;
 - 4. fire prevention;
 - 5. first aid; and
 - 6. patrol techniques.
- C. All security guards must pass an annual refresher course of a least eight hours on the topics in (b) of this section. Failure to pass the refresher course may be grounds for revocation of a security guard license.
- D. Armed security guard applicants, before issuance of a temporary permit or submission of an application to the department must have received, in addition to the training in (a) of this section, eight hours of preassignment training in;

13 AAC.60.110 - Training Required (Continued)

1. the legal use of deadly weapons;
 2. handling deadly weapons;
 3. handling, safety and maintenance of all firearms that may be issued to a security guard.
- E. Armed security guard applicants must also score during practice firing of their service revolver a minimum of 60 percent on a commonly used human silhouette target. Failure to meet the minimum score during an annual practice firing review may be grounds for revocation of a security guard license.
- F. Firearms training may be administered by
1. a person certified as a qualified firearms trainer by a federal, military, state, county, or municipal law enforcement agency; or
 2. an employee of a security guard agency who has certification from a national recognized organization attesting to his qualifications as an instructor.
- G. Renewal applicants must contain a certification stating that the required training has been successfully completed. (Eff. 5/29/77, Reg 62) Authority: AS 18.65.440 AS 18.65.450 AS 18.65.470

13 AAC.60.120 - Insurance Requirements

- A. Each applicant for a security guard license and each applicant for a security guard agency license shall file with the department a certificate of insurance evidencing comprehensive liability coverage for death, injury, false arrest, detention or imprisonment, malicious prosecution, libel, slander, defamation of character and violation of right to privacy in the minimum amount of \$100,000 per person and \$200,000 per occurrence. Each applicant shall also file a certificate of property damage insurance in the amount of \$100,000 per occurrence. The certificate must provide that the insurance may not be modified or cancelled unless 30 days notice of cancellation has been given to the department. Failure to maintain insurance is grounds for revocation of a security guard license or a security guard agency license.
- B. If required insurance is provided by an employer, a certificate of that insurance must be filed with each employee's application for license.
1. When a licensed security guard is no longer covered by employer-provided insurance, the employer shall immediately notify the department in writing.
 2. When non-eligibility for employer-provided insurance or employee termination is due to a violation of law that would be cause for license revocation, this information must be included in the notification required in (1) of this subsection.
 3. A licensee who is no longer covered by employer-provided insurance or by the licensee's personal bond or insurance shall return the license card to the department within 30 days of

13 AAC.60.120 - Insurance Requirements (Continued)

termination of coverage. A licensee may reobtain the license card from the department upon submission of proof of bonding or insurance. (Eff. 5/29/77, Reg. 62) Authority: AS 18.65.420 AS 18.65.440 AS 18.65.450

13 AAC.60.130 - Temporary Security Guard License

- A. Individual security guards may be employed by a licensed agency on a temporary basis for a period not to exceed 30 days when
1. the agency has made reasonable and prudent inquiries to determine that the applicant is qualified to be licensed;
 2. the completed application with application fee has been submitted to the department; and
 3. the applicant's temporary status has been noted on the application form by the agency manager. (Eff. 5/29/77, Reg. 62) Authority: AS 18.65.410 AS 18.65.450

13 AAC.60.140 - Records and Reports

- A. A complete security guard employee list for the previous six months shall be submitted to the department by each agency no later than March 31st and September 30th of each year. The employee report will be a confidential document. Falsification of the employee report may be sufficient cause for revocation of the agency license.
- B. A licensed security guard shall report any change of employer to the department within five days after the change, unless the change of employer occurs as a consequence of a change in the ownership of the security guard agency.
- C. Each agency shall maintain an up-to-date record of all agency-owned firearms stored or issued to security guards. If the agency allows the use of personally owned firearms, the same records shall be maintained for these weapons.
1. The firearm record must include make, model, caliber, serial number and to whom issued or by whom used.
 2. Firearm records must be available for inspection by members of the department at any reasonable time. (Eff. 5/29/77, Reg. 62) Authority: AS 18.65.450

13 AAC.60.900 - Definitions

- A. In this chapter "commissioner" means the commissioner of the Alaska Department of Public Safety; "department" means the Alaska Department of Public Safety; "qualified agent" means an officer, owner, partner, or individual in a management capacity, residing in Alaska, who is authorized to perform all activities and is responsible for all activities of a security guard agency. (Eff. 5/29/77, Reg. 62) Authority: AS 18.65.450

13 AAC.65.010 - Appearance Standards

- A. All officers on duty shall wear uniforms or other clothing in accordance with established department procedures. Brass, belts, shoes, uniform shirts and pants and equipment must be clean and cared for properly.
- B. Except when acting under proper and specific orders from a superior officer, officers on duty shall maintain a neat, well-groomed appearance and shall maintain their hair according to the following standards:
 - 1. Natural hair must be clean, neat and combed. Hair must not extend below the top of the shirt collar at the back of the neck when standing with the head in a normal posture. The bulk or length of the hair must not interfere with the normal wearing of all standard headgear.
 - 2. Wigs or hairpieces may be worn if they conform to the above standards for natural hair.
 - 3. Sideburns must be neatly trimmed and may not extend below a line drawn from the bottom of the ear to the bottom of the nose. Sideburns may not exceed one and one-half inches in width.
 - 4. Officers must be clean shaven. However, a moustache may be worn if it does not extend below the upper lip nor more than one-half inch beyond the corners of the mouth. (Eff. 12/10/81, Reg. 80) Authority: AS 39.26.015 AS 44.17.030

SECTION II

APPLYING FOR A SECURITY GUARD AGENCY LICENSE
(13 AAC 60.010 - 13 AAC 60.040)

13 AAC.60.010 - Agency License Qualifications

- A. In order to be eligible to receive a license as a security guard agency each applicant or each partner of a partnership and the qualified agent employed by an agency must be
1. a United States citizen or resident alien with work permit;
 2. a resident of the state of Alaska for a least 30 days before application;
 3. at least 19 years of age;
 4. neither addicted to nor dependent on alcohol, narcotics, or other drugs;
 5. not suffering from any psychopathic condition or mental illness impairing the powers of memory, reason, judgement or perception; and
 6. not convicted of any felony, any crime involving moral turpitude or any crime preventing ownership or possession of a firearm, within 10 years of application unless a full pardon has been granted.
- B. All applicant agencies must possess a valid Alaska business license in addition to any other corporate or municipally required license or registration.
- C. Corporate officers and persons with more than 20 percent financial interest in the agency must not have been convicted of a felony within 10 years of application, unless a full pardon has been granted.
- D. Applicants must meet insurance requirements specified in 13 AAC.60.120.
- E. Applicants under (a) of this section must meet the requirements in 13 AAC.60.110. (Eff 5/29/77, Reg. 62) Authority: AS 11.55.030 AS 18.65.450

13 AAC.60.020 - Application For Agency License

- A. Applications must be on a form provided by the department which will require furnishing the following information:
1. agency name;
 2. Alaska business address;
 3. Alaska business license number;
 4. branch office addresses;
 5. names of branch office managers;
 6. former Alaska business addresses;
 7. corporate or parent company name and address;
 8. affiliated companies and addresses;
 9. proposed or actual geographical area of service;
 10. names and addresses of all company or corporate officers or partners;
 11. names and addresses of all persons owning more than 20 percent financial interest in agency;
 12. state of incorporation;
 13. name of registered agent;
 14. three business or credit references for the agency;
 15. name of the qualified agent as defined in 13 AAC.60.900; and
 16. qualified agent's title, residence and mailing address, home and business telephone numbers and business address if it is

13 AAC.60.020 - Application for Agency License (Continued)

different from the agency address.

- B. The following items must also accompany the application:
 - 1. a copy of the agency bond or proof of insurance;
 - 2. a description of the agency guard training program; and
 - 3. an application fee of \$200.
- C. The president and qualified agent of the company must sign and notarize the application.
- D. The qualified agent must meet the qualifications of and submit an application for security guard licensing. (Eff. 5/29/77, Reg. 62)
Authority: AS 18.65.410 AS 18.65.420 AS 18.65.450

13 AAC.60.030 - Agency License

- A. Upon approval of the application, the department will issue a certificate of license to the agency and an identification card to the qualified agent.
- B. The certificate of license issued to an agency must be displayed in a conspicuous place for public view in that agency's principal place of business. Duplicates or copies must be displayed in all branch offices.
- C. Any changes in the agency's name must be reported to the department at least 10 days prior to the effective date. Upon receipt of this notification, a new certificate will be issued showing the new name. The old certificate of license must be returned to the department.
- D. Any change in the business or mailing address must be reported to the department within 10 days after the change.
- E. A certificate of license is not transferable with the change of ownership of the agency.
- F. Any change in the ownership or qualified agency must be reported to the department and a new application submitted. The application must be submitted so that it will be received by the department no later than 10 days before the change. The application fee for change of ownership is \$200. The application fee for a change of qualified agent is \$25. (Eff. 5/29/77, Reg. 61) Authority: AS 18.65.410 AS 18.65.450

**INSTRUCTIONS FOR COMPLETING FORM 12-182
APPLICATION FOR SECURITY GUARD AGENCY LICENSE**

1. AGENCY NAME: Fill in the name of your agency.
2. ALASKA BUSINESS LICENSE NUMBER: self explanatory, You must have a valid Alaska business license before your security guard agency license can be issued.
3. ALASKA BUSINESS ADDRESS (MAILING AND STREET): self explanatory.
4. ALL BRANCH OFFICE ADDRESSES IN ALASKA AND NAMES OF PERSONS RESPONSIBLE FOR THOSE BRANCH OFFICES: if this does not pertain to your agency, write "N/A" in the blank.
5. ALL FORMER BUSINESS ADDRESSES IN ALASKA: self explanatory. If this does not pertain to your agency, write "N/A" in the blank.
6. CORPORATE OR PARENT COMPANY NAME & ADDRESS: self explanatory. If this does not pertain to your agency, write "N/A" in the blank.
7. AFFILIATED COMPANIES & ADDRESSES: self explanatory. If this does not pertain to your agency, write "N/A" in the blank.
8. PROPOSED OR ACTUAL GEOGRAPHICAL AREA OF SERVICE: Write in the area that your company intends to cover. (Example: Anchorage, statewide, etc.)
9. IF CORPORATION, NAMES, TITLES & ADDRESSES OF ALL CORPORATE OFFICERS: fill in this section only if it pertains to your agency. If it does not, write "N/A" in the blank.
10. STATE OF INCORPORATION: self explanatory.
11. IF PARTNERSHIP, NAMES & ADDRESSES OF ALL PARTNERS: self explanatory. If this does not pertain to your agency, write "N/A" in the blank.
12. NAMES & ADDRESSES OF ALL PERSONS OWNING MORE THAN 20% OF AGENCY: if this does not pertain to your agency, write "N/A" in the blank.
13. THREE BUSINESS AND/OR CREDIT REFERENCES OF AGENCY: self explanatory.
14. QUALIFIED AGENT SECTION (items a-g): please fill out this section with the information regarding your qualified agent. This qualified agent must also qualify for security guard

INSTRUCTIONS FOR COMPLETING FORM 12-182 (CONTINUED)

licensing and his/her application must accompany the agency application.

The Security guard agency application **MUST** be signed by the president, owner, or qualified agent of the company and **NOTARIZED** by a Notary Public. This application will not be accepted without these signatures & notary stamp.

The following items must accompany the security guard agency application:

1. A copy of the agency bond or proof of insurance.
2. A description of the agency guard training program.
3. A \$200 application fee. The fee is non-refundable.
4. the qualified agent's security guard application accompanied by the following:
 - a. Three fingerprint cards
 - b. Two recent, front view, head and shoulders photographs (1 1/4" x 1 1/4" in size).
 - c. Two checks or money orders totalling \$68.00 (\$25.00 made payable to State of Alaska for Qualifying Agent Fee and \$43.00 made payable to Department of Public Safety for Fingerprint processing).
 - d. A firearms certificate if the qualified agent will have an armed license.

APPLICATION FOR SECURITY GUARD AGENCY LICENSE

STATE OF ALASKA

(Alaska Statutes 18.65.410 - Chapter 59 SLA 1976)

(Type or Print All Information)

1. AGENCY NAME _____
2. Alaska Business License Number _____
3. Alaska Business Address-Mailing _____
Street Address _____
4. All Branch Office Addresses in Alaska and name of persons responsible for those Branch Offices.

5. All former business addresses in Alaska _____

6. Corporate or parent company Name and Address _____

7. Affiliated Companies and Addresses _____

8. Proposed or actual geographical area of service _____
9. If Corporation - Name, Titles and Addresses of All Corporate Officers.
 - a. _____
 - b. _____
 - c. _____

d. _____

e. _____

10. State of incorporation _____

11. If Partnership - Names and Addresses of all Partners

a. _____

b. _____

c. _____

d. _____

12. Names and Addresses of all persons owning more than 20% of Agency

a. _____

b. _____

c. _____

d. _____

13. Three business and/or credit references of Agency

1. _____

2. _____

3. _____

14. Qualified Agent, officer, owner, partner or individual in a management capacity, who is authorized to perform all business activities and is responsible for activities of the agency in Alaska. Qualified Agent must also qualify for Security Guard Licensing and that application must accompany the agency application.

a. Name _____ b. Title _____
Last First Middle

c. Residence Address _____

d. Mailing Address _____

e. Telephone Numbers _____
Business Home

f. Business Address if different than agency _____

g. Social Security No. _____ h. Age _____ i. Sex _____

j. Date of Birth _____ k. Place of Birth _____
Mo/Day/Year

l. Height _____ m. Weight _____

n. All Business Addresses for past 5 years

o. All residence addresses for past 5 years

p. All arrests and/or convictions including but not limited to:
Expunged records, sealed records, juvenile records, suspended
impositions of sentence and any arrests where no disposition was
made or charges filed or where convictions were set aside.

q. This application is for the purpose of employed (armed - unarmed)
guards. (Cross out word that is not applicable.)

The following must accompany the application:

1. Qualified Agent's Guard License Application including -
 - a. 2 recent front view, head and shoulders photographs of Qualified Agent - 1 1/4" x 1 1/4" in size.
 - b. 2 sets of classifiable fingerprints of qualified agent. The information on the cards must be completed and the cards signed by the person fingerprinted and the person taking the fingerprints. Cards will be furnished by the department and only those official cards will be acceptable.
 - c. Application fee in the amount of twenty-five dollars (\$25.00) payable to State of Alaska (check or money order only.) This is a non-refundable fee.
2. Copy of Agency blanket bond or proof of insurance. (13 AAC.60.120)
3. Description of Agency Guard Training Program. (13 AAC.60.110)
4. Non-refundable application fee of two hundred dollars (\$200.00) payable to the State of Alaska (check or money order only.)

I hereby certify that all information made on or in connection with this application is true and complete to the best of my knowledge and belief. I understand that any intentional misrepresentation or concealment of material fact will be sufficient ground for rejection of this application and that false statements made on this application are punishable as a Class A Misdemeanor under Alaska Statute 11.56.210.

Date

SIGNATURE

Sworn to and subscribed before me, this
_____ day of _____, 19____

Notary Public

My Commission Expires _____

SECTION III

APPLYING FOR A SECURITY GUARD LICENSE

(13 AAC.60.050 - 13 AAC.60.080)

13 AAC.60.050 - Security Guard License Qualifications

- A. In order to be eligible to receive a license, each applicant must be:
1. a United States citizen or resident alien with a work permit;
 2. a resident of the State of Alaska for at least 30 days before application;
 3. at least 19 years of age;
 4. neither addicted to nor dependent on alcohol, narcotics or other drugs;
 5. not convicted of any felony, any crime involving moral turpitude or any crime preventing ownership or possession of a firearm, within 10 years of application, unless a full pardon has been granted;
 6. and not suffering from any psychopathic condition or mental illness impairing the powers of memory, reason, judgment or perception.
- B. Applicants must furnish information certifying that they meet the insurance requirements specified in sec. 120.
- C. Applicants for armed security guard licenses must furnish proof of training and experience in the use of firearms and knowledge of laws pertaining to the use of firearms and deadly force, specified in sec. 110(d). (Eff. 5/29/77, Reg. 62) Authority: AS 18.65.450 AS 18.65.470

13 AAC.60.060 - Application for Security Guard License

- A. Applications must be on a form provided by the department which will require furnishing of the following information:
1. full name;
 2. residence address;
 3. social security number;
 4. residence telephone number;
 5. present or prospective employer and address;
 6. age;
 7. sex;
 8. date of birth;
 9. place of birth;
 10. height and weight;
 11. hair and eye color;
 12. residence addresses for the past five years;
 13. employment for the past five years;
 14. three character references;
 15. military discharge record, if any;
 16. criminal arrest and conviction record;
 17. an affirmation that the applicant is neither addicted to nor dependent on alcohol, narcotics, or other drugs;
 18. an affirmation that the applicant is not suffering from any psychopathic condition or mental illness impairing the powers of memory, reason, judgment, or perception.
- B. The application must be signed by the applicant and the signature must be notarized.
- C. The following items must also accompany the application:
1. two recent full-length photographs of the applicant;
 2. two sets of classifiable fingerprints;
 3. proof of bonding or insurance; and
 4. an administrative application fee of \$50 and any additional criminal

13 AAC.60.060 (Continued)

history record check fees as required by this department or other government agencies.

- D. An application for a license authorizing the carrying of firearms must contain information concerning the training, experience and knowledge of the applicant in the use of firearms and laws pertaining to the use of firearms and deadly force.
- E. If the applicant has been hired on a temporary basis pending issuance of license, as provided by sec. 130, it must be so noted on the application by the agency manager. (Eff. 5/29/77, Reg. 62; am 10/2/92, Reg. 123) Authority: AS 18.65.410 AS 18.65.420 AS 18.65.450 AS 18.65.470

13 AAC 60.070 - Security Guard License

- A. Upon approval of the application, the department will issue an identification card to the licensee, with the form and content of the card prescribed by the department. The identification card remains the property of the State of Alaska.
- B. One license identification card shall be issued to each person entitled to receive it. The licensee shall not permit another to use or possess his identification card. (Eff. 5/29/77, Reg. 62) Authority: AS 18.65.450

13 AAC.60.080 - Security Guard Renewal Applications

- A. Renewal applications must be made on forms provided by the department.
 - 1. If all the information submitted on the original application is still accurate, a notarized statement to that effect is acceptable.
 - 2. Renewal applications must contain a complete list of all security agencies for whom the applicant has worked during the last period of licensure.
- B. Renewal applications must be received by the department 30 days prior to expiration of the license in order to assure processing and return of valid license prior to expiration.
- C. A renewal fee of \$50 must accompany the renewal application. (Eff. 5/29/77, Reg. 62) Authority: AS 18.65.410 AS 18.65.430.

**INSTRUCTIONS FOR COMPLETING FORM 12-183
APPLICATION FOR SECURITY GUARD LICENSE**

A. Please be sure and check one of the two blanks located in the upper right hand corner of this form regarding the type of license you want (armed or unarmed). If you check the armed blank, you must have a firearms certificate to accompany your application. The following are guidelines to help in filling out the form:

1. The following entries should be self-explanatory: (1) name, (2) date of birth, (3) place of birth, (4) social security number, (5) age, (6) sex, (7) height, (8) weight, (9) hair color, (10) eye color, (11) residence address, (12) home phone, (13) mailing address, (14) work phone, (17) military service, (19) character references, (20) residences and (21) addresses, (22) addictions, (23) mental health.

2. Instructions for completing items 15, 16, 18 and Signature Section:

(15) PRESENT OR PROSPECTIVE EMPLOYER: Fill in the name of the security agency you will be working for along with their address.

(16) ARMED GUARD LICENSE: If you want an armed guard license, please fill in this section with all your experience and training with firearms. If you want an unarmed license, please write "N/A" in this blank.

(18) ARRESTS: This blank is extremely important. Please be sure and list any arrests or charges that you might have had. Any intentional misrepresentation or concealment of material fact can be grounds for rejection of your application. If you have never been charged or arrested, please write "None" or "N/A" in this blank.

SIGNATURE SECTION: This section must have the applicant's signature on it with the date he/she signed the application form. This section must be signed and notarized by a Notary Public before the application will be accepted.

BOND COVERAGE PAGE:

This page must be filled out by the employing agency. They should type or write the applicants name, the company's name and the insurance policy number in the middle section of this

INSTRUCTIONS FOR COMPLETING FORM 12-183 (CONTINUED)

page. The qualified agent or owner of the company must sign this page as well as the certifying information page. A Notary Public must sign and notarize the back of this page also.

INDEMNIFICATION AND HOLD HARMLESS AGREEMENT:

This form must be filled out by the qualified agent or owner of the employing company. It must be signed and notarized by a Notary Public. The application will not be accepted if any of the blanks are not filled out. If one of the blanks does not apply to you, please write "N/A" in it.

18. List ALL charges, dates and dispositions, including but not limited to: Expunged records, sealed records, juvenile records, suspended impositions of sentence and any arrest where no disposition was made or charges filed or where convictions were set aside.

19. Character References (3). List Names, Addresses and Years Known.

1. _____

2. _____

3. _____

20. List ALL residences for last 5 years.

ADDRESS

DATES

21. List ALL employment for last 5 years.

EMPLOYER

ADDRESS

DATES

22. Are you addicted to or dependent on alcohol, narcotics or other drugs?

No _____ Yes _____ If yes, please explain _____

23. Are you suffering from any psychopathic condition or mental illness impairing the powers of memory, reason, judgment or perception?

No _____ Yes _____ If yes, please explain _____

I hereby certify that all information made on or in connection with this application is true and complete to the best of my knowledge and belief. I understand that any intentional misrepresentation or concealment of material fact will be sufficient ground for rejection of my application and that false statements made on this application are punishable as a Class A Misdemeanor under Alaska Statue 11.56.210.

Date

SIGNATURE

Sworn to and subscribed before me, this
_____ day of _____, 19__.

Notary Public

My Commission Expires _____

The following must accompany the application in order to begin processing:

1. Two (2) recent front view, head and shoulders photographs of applicant - 1 1/4" x 1 1/4" in size.
2. Two (2) sets of classified fingerprints. The information requested on the cards must be completed and the cards signed by the person fingerprinted and the person taking the fingerprints. Cards will be furnished by the department and only those official cards will be acceptable.
3. Application fee in the amount of ninety-three (\$93.00), in the following form. \$50.00 (check or money order payable to the State of Alaska and \$43.00 money order payable to the Department of Public Safety (these are non-refundable fees).
4. Proof of bond or policy of insurance in the amount required in 13 AAC 60.120. In the event your employer has furnished a blanket bond or policy the following affidavit must be completed by the employer.

This is to certify that the applicant _____
is an employee or prospective employee of _____
and as such is included in the coverage under policy or bond number _____
a copy of which has been furnished to the department. I further agree to
notify the department immediately upon termination of the applicant's
employment with this company or if for any other reason the applicant is no
longer covered by our bond or policy.

QUALIFIED AGENT OR BRANCH MANAGER

TITLE

COMPANY

The applicant has been employed on a temporary basis pending issuance of license. The applicant has received training as required by 13 AAC 60.110 and I have assured myself to the best of my ability that the applicant is eligible for licensing and have therefore issued temporary permit number _____, with the expiration date of _____, to the applicant.

I hereby certify that the information furnished by the agency is true and complete to the best of my knowledge and belief. I understand that any intentional misrepresentation or concealment of material fact will be sufficient ground for rejection of this application and revocation of the agency's license.

AGENCY NAME

AGENCY ADDRESS

SIGNED (Qualified Agent or Branch Manager)

Sworn to and subscribed before me, this
_____ day of _____ 19____.

Notary Public

My Commission expires _____ 19____.

The following applicant data has been verified:

RENEWAL LETTER FOR SECURITY GUARD LICENSE

NAME: _____ SOC: _____

ADDRESS: _____ TELEPHONE: _____

HEIGHT: _____ WEIGHT: _____ HAIR COLOR: _____ EYE COLOR: _____

In accordance with 13 AAC.60.080(1), I hereby certify that all information submitted to the Alaska Department of Public Safety on my original Application for Security Guard License is still accurate as of this date.*

I further certify that all information made on or in connection with the original Alaska Application for Security Guard License and this application for license renewal is true and complete to the best of my knowledge and belief. I understand that any intentional misrepresentation or concealment of material fact will be sufficient ground for rejection of my application.

SIGNATURE

Date _____

Sworn to and subscribed before me, this
_____ day of _____, 19____.

Notary Public

My commission expires: _____

* Any change of address is listed above.

INDEMNIFICATION AND HOLD HARMLESS AGREEMENT

The undersigned agency, having made application to the Department of Public Safety to employ _____ as a security guard on a temporary basis pending issuance of license, hereby affirms that it has made reasonable and prudent inquiries to determine the applicant name above is qualified to be licensed under AS 18.65.400-490 and 13 AAC 60.100-900, and hereby agrees to indemnify and hold harmless the State of Alaska and its agents or employees from all claims brought because of injuries received by any person resulting from the negligent or intentional acts of the applicant while employed by the agency.

DATE

AGENCY NAME

Signed (Qualified Agent or Branch Manager)

Sworn to and subscribed before me, this
_____ day of _____ 19__.

Notary Public

My Commission Expires _____ 19__.

SECTION IV

EXAMPLES

INDEMNIFICATION AND HOLD HARMLESS AGREEMENT

The undersigned agency, having made application to the Department of Public Safety to employ Mary A. Keenan as a security guard on a temporary basis pending issuance of license, hereby affirms that it has made reasonable and prudent inquiries to determine the applicant named above is qualified to be licensed un AS 18.65.400-490 and 13 AAC 60.010-900, and hereby agrees to indemnify and hold harmless the State of Alaska and its agents or employees from all claims brought because of injuries receive by any person resulting from the negligent or intentional acts of the applicant while employed by the agency.

11-28-92
Date

Alaska State Troopers

AGENCY NAME

John Doe
Signed (Qualified Agent or Branch Manager)

Sworn to and subscribed before me, this
_____ day of _____ 19__.

Notary Public

My Commission Expires _____ 19__.

* Must Be Notarized

STATE OF ALASKA



DEPARTMENT OF PUBLIC SAFETY

CERTIFICATE OF LICENSE

This is to certify that

JOHN DOE'S AGENCY

has met the requirements for licensure and is therefore authorized to perform the duties and accept the responsibilities of a Security Contractor, employing personnel in the State of Alaska.

MR. JOHN DOE

Qualified Agent

In witness thereof, I have set my hand and seal this EIGHTH day
of AUGUST, nineteen hundred and ninety ONE
Authority A.S. 18.65.400


Richard L. Burton

Commissioner

Department of Public Safety

FIREARMS TRAINING COURSE

PERSONNEL RECORD

NAME: MARY A. Keenan

DATE: 3/12/82

EXAMPLE #5

RECORD FIRE

<u>1</u>	6	25" Prone	DA	25 yds
<u>1</u>	6	25" Sitting	DA	25 yds
<u>1</u>	6	25" Kneeling	DA	25 yds
<u>1</u>	6	25" Standing	DA	25 yds
<u>1</u>	6	25" Standing to prone	DA	25 yds
<u>1</u>	6	25" Standing to sitting	DA	25 yds
<u>1</u>	6	25" Standing to kneeling	DA	25 yds
<u>1</u>	6	25" Standing to kneeling	DA	25 yds
<u>1</u>	10 (load 6 and 4)	45" Left Barricade (stand)	DA	25 yds
<u>1</u>	10 (load 6 and 4)	45" Right Barricade (stand)	DA	25 yds
<u>1</u>	10 (load 6 and 4)	45" Over Barricade (kneeling)	DA	25 yds
<u>1</u>	3-2 shot strings	4.8" Crouch 2-handed grip	DA	15 yds
<u>1</u>	3-2 shot strings	5" Crouch 2-handed grip	DA	15 yds
<u>1</u>	3-2 shot strings	3" Crouch 2-handed grip	DA	15 yds
<u>1</u>	10 (load 6 and 4)	45" Crouch 2-handed grip	DA	15 yds

100 (100 rounds total)

<u>5</u> (misses)	<u>50</u> (5X ²)	<u>500</u> POSSIBLE	<u>89</u> % of hits/target
<u>4</u> (+1)		<u>87</u> MISSED	
<u>3</u> (+2)		<u>413</u> TOTAL	
<u>36</u>			
<u>32</u>			
<u>295</u>			
<u>413</u> TOTAL FIRED			

SHOOTER Mary A. Keenan

N.R.A. INSTRUCTOR/WITNESS _____

SAMPLE

* must be certified by a qualified firearms instructor. A list of qualified instructors is available at the Security Guard Licensing Office.

EXAMPLE 15

ANNUAL REFRESHER TRAINING

PRE-ASSIGNMENT FIREARMS TRAINING

NAME: Keenan MARY A. SSN 111-11-1111
 Last First MI (Social Security Number)

The above named employee has received the following pre-assignment firearms training, and has qualified with the 357/.38 cal revolver.

LEGAL LIMITATION OF THE USE OF FIREARMS..... 1 hour
 MECHANICAL TRAINING..... 1 hour
 MARKSMANSHIP TRAINING..... 1 hour
 SAFETY AND MAINTENANCE..... 1 hour
 RANGE FIRING..... (approximately) 4 hours
1 HOUR SHOTGUN TRAINING 12 GAGE
 TOTAL 8 Hours

QUALIFICATION

REVOLVER .357/.38 cal with .38 cal ammunition

SHORT COURSE

DATE: 9-16-91

RANGE	FIRE	TIME	NO SHOTS	NO STRINGS	TARGET	MAX POINTS	SCORE
25 yds	slow	5 min	5	2	silhouette	100	97
25 yds	timed	20 sec	5	2	silhouette	100	92
25 yds	rapid	10 sec	5	2	silhouette	100	83
TOTALS (SCORE)						300	252

NOTE: All timed and rapid fire is fired double action only.

CERTIFIED BY

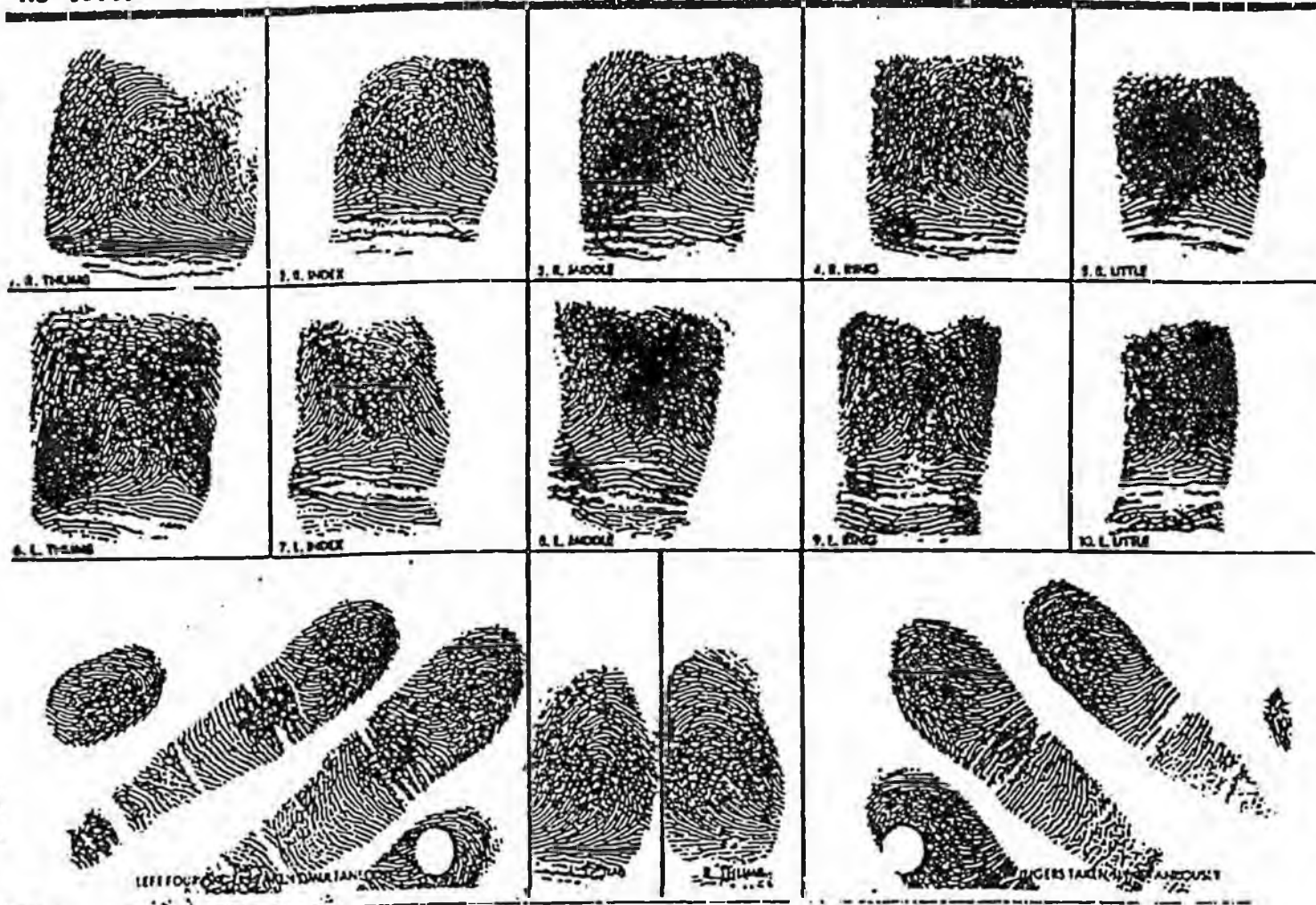
SAMPLE

* must be certified by a qualified firearms instructor. A list of qualified instructors is available at [unclear]

and F.B.I. check

(Old fingerprint card)

APPLICANT	LEAVE BLANK	TYPE OR PRINT ALL INFORMATION IN BLACK			LEAVE BLANK
		LAST NAME NAM	FIRST NAME	MIDDLE NAME	
		KEENAN	MARY	ANN	
SIGNATURE OF PERSON FINGERPRINTED		ALIASES AKA	OR AKASTO100		
<i>Mary A. Keenan</i>		N/A	DPS ANCHORAGE AK		DATE OF BIRTH DOB Month Day Year 03 03 46
RESIDENCE OF PERSON FINGERPRINTED		CITIZENSHIP U.S.	HAIR F	RACE W	HEIGHT 62
105 Birchwood Loop, Apt. A Chugiak, Alaska 99587		YOUR NO. QCA	WEIGHT 115	HAIR BRO	HAIR BRO
DATE 3/12/46	SIGNATURE OF OFFICIAL TAKING FINGERPRINTS <i>Son [unclear]</i>	EMPLOYER AND ADDRESS ALASKA STATE TROOPERS 5700 E. TUDOR ROAD ANCHORAGE, ALASKA 99507-1255	LEAVE BLANK		
REASON FINGERPRINTED Security guard license AS 18.65.410		ARMED FORCES NO. MANU GK 49: 011 A	CLASS _____		
		SOCIAL SECURITY NO. SOC 111-11-1111	REF. _____		
		MISCELLANEOUS NO. MANU 0000586			



RENEWAL LETTER FOR SECURITY GUARD LICENSE

NAME: MARY A KEENAN SOC: 111-11-1111
ADDRESS: 105 BIRCHWOOD LOOP APT #A TELEPHONE: 688-0000
CHUGIAK AK 99587
HEIGHT: 62" WEIGHT: 120 HAIR COLOR: BRO EYE COLOR: BRO

In accordance with 13 AAC.60.080(1), I hereby certify that all information submitted to the Alaska Department of Public Safety on my original Application for Security Guard License is still accurate as of this date.*

I further certify that all information made on or in connection with the original Alaska Application for Security Guard License and this application for license renewal is true and complete to the best of my knowledge and belief. I understand that any intentional misrepresentation or concealment of material fact will be sufficient ground for rejection of my application.

Mary A Keenan
SIGNATURE

Date 1-1-93

Sworn to and subscribed before me, this
_____ day of _____, 19____.

Notary Public

My commission expires: _____

* Any change of address is listed above.

WALTER J. HICKEL, GOVERNOR

DEPARTMENT OF PUBLIC SAFETY

OFFICE OF THE COMMISSIONER

P.O. BOX 111200
JUNEAU, ALASKA 99811-1200
PHONE: (907) 465-4322
FAX: (907) 465-4362

July 30, 1993

All Alaskan Security Guard Agencies:

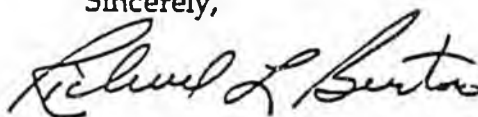
The Department of Public Safety and the Department of Commerce and Economic Development have mutually agreed that it would be in the best interest of efficient administration to transfer Security Guard Licensing to the Department of Commerce and Economic Development.

The Department of Law has been asked to review a number of suggested changes and draft statutory language to make those changes possible.

Upon completion of the suggested changes, it is the mutual agreement of both Departments that this draft be sent to each of your agencies for review and comment.

We hope to work closely with all security guard agencies during this transition period to ensure a smooth transfer of the licensing program.

Sincerely,



Richard L. Burton
Commissioner

Karl & I met w/ Soren Campbell (Highway Safety Planning)
Leanne - Commissioner
Office / Public Safety.

DEPARTMENT OF COMMERCE
& ECONOMIC DEVELOPMENT

AUG 9 1993

DIVISION OF
OCCUPATIONAL LICENSING

[Handwritten signature]
8/21/91

To: J. P. Wellington	Subject: Security Regulations Ad-Hoc Committee Update	
From: R. B. Iversen	Date: 8-7-91	File No:

Between 5-30-91, and this date, the Ad-Hoc Committee reviewing Alaska Statutes and Alaska Administrative code regulations pertaining to security guards and agencies, made several recommendations.

The recommendations will be listed here-in by first listing the current law; statute or regulation, followed by the recommended change to that section, if any.

Review/Recommendations:

Alaska State Statutes
Article 4. Security Guards

Sec. 18.65.400. License as security guard. A person may not be employed as a security guard or security guard agency until the person has obtained a license from the Commissioner of Public Safety under AS18.65.400 - 18.65.490. (§ 1 ch 59 SLA 1976)

Note: Change to:

Same as above with the exception of one change, from the "Commissssioner of Public Safety" to "Commissioner of Commerce."

Sec. 18.65.410. Applications. Application for a license as a security guard must be made on forms provided by the Commissioner. The application must require the furnishing of information reasonably required by the Commissioner to carry out the provisions of AS18.65.400 - 18.65.490, including classifiable fingerprints to enable the search of criminal indices for evidence of a prior criminal record. The application must be accompanied by a nonrefundable application fee of \$25 for a security guard and \$200 for a security guard agency. (§ 1 ch 59 SLA 1976)

Note: Fees should be in the Alaska Administrative Code regulations and not in the statutes. Currently is confusing as to actual fees and authority. The statute as read is not reflecting the current fees as additional fees are being charged under the Administrative Code. The regulations do

not match the unrefundable application fees and other fees as noted in 13 AAC60.030.060 and 080.

Sec. 18.65.420. Bonding and insurance. As a condition to issuance of a license, the applicant or the applicant's employer must furnish a bond or proof of a policy of insurance to protect the State of Alaska and its residents from damages arising out of the acts of the licensee. (§ 1 ch 59 SLA 1976)

Note: Approved as written.

Sec. 18.65.430. Duration of license. A security guard license issued under AS18.65.400 - 18.65.490 is valid for a period of two years and may be renewed for additional two-year terms. A renewal fee of \$25 must be paid for each renewal. (§ ch 59 SLA 1976)

Note: Change to:

Sec. 18.65.430. Duration of license. A security guard license issued under AS18.65.400 - 18.65.490 is valid for a period of three years and may be renewed for additional three years terms. (Refer to 13AAC60.080 for renewal fee. Last sentence is eliminated from statute.

Current Law

Sec. 18.65.440. Revocation of license. A security guard license issued under AS18.65.400 - 18.65.490 is subject to revocation in accordance with the Administrative Procedure Act (AS44.62) for the following reasons:

(1) False statements in an application issued under AS18.65.400 -18.65.490.

(2) Violation of a provision of AS18.65.400 - 18.65.490 or a regulation adopted under AS18.65.450.

(3) Conviction of a felony or a crime involving moral turpitude while licensed.

(4) Knowing impersonation of a law enforcement officer, or (5) knowingly continuing the employment of an individual as a security guard who has been convicted of a felony or a crime involving moral turpitude, or who has impersonated

a law enforcement officer while employed by the license. (§ 1 ch 59 SLA 1976)

Note: Approved as Written.

Sec. 18.65.450. Regulations. The Commissioner shall adopt regulations necessary to implement AS18.65.400 - 18.65.490, including provisions specifying the amount of bond or insurance required and the types of uniforms, badges and insignia that may be used. (§ 1 ch 59 SLA 1976)

Note: Committee unable to find any authority for Commissioner being authorized to set fees. Check with DPS on whether this statute needs to be amended - if not, approved as written.

Sec. 18.65.460. Exceptions to licensure. An employer is not required to seek licensure for the employer's employees who provide unarmed plant security on that employer's premises. (§ ch 59 SLA 1976)

Note: Remove Word "plant" from this statute.

Sec. 18.65.470. Firearms training. Security guards license under AS18.65.400 - 18.65.490 may not be armed with a firearm for the purpose of protecting property until they have completed firearms training acceptable to the Commissioner. (§ 1 ch 59 SLA 1976)

Note: Change as follows:

Remove "for the purpose of protecting property."

Sec. 18.65.480. Penalty. A violation of a provision of AS18.65.400 - 18.65.490 or regulation adopted under AS18.65.450 is a misdemeanor and upon conviction is punishable by imprisonment for not more than 60 days, or by a fine of not more than \$1,000, or by both. (§ 1 ch 59 SLA 1976)

Note: Change as follows:

Sec. 18.65.480. Penalty. A violation of a provision of AS18.65.400 - 18.65.490 or a regulation adopted under AS18.65.450 is a "Class 'A' Misdemeanor."

Sec. 18.65.490 Definitions. In AS18.65.400 - 18.65.490.

(1) "Commissioner" means the Commissioner of Commerce

(2) "Security guard" means a person in the business of being a private watchman, providing patrol services, or other services designed to prevent the theft, misappropriation, or concealment of goods, money or valuable documents.

(3) "Security guard agency" means a person in the business of furnishing for hire private watchman, patrol services, or other services designed to prevent the theft, misappropriation, or concealment of goods, money or valuable documents.
(§ 1 ch 59 SLA 1976)

Note: (1) Approved as written (unless changes to Dept. of Commerce).

(2) "Security guard" means a person who is in the business as a guard; special police officer; watchguard. Guards industrial or commercial property against fire, theft, vandalism, and illegal entry, performing any combination of the following duties: Patrols, periodically, buildings and grounds of industrial plant or commercial establishment, docks, logging camp area, or worksite. Examines doors, windows, and gates to determine that they are secure. Warns violators of rule infractions, such as loitering, smoking, or carrying forbidden articles, and apprehends or expels miscreants. Inspects equipment and machinery to ascertain if tampering has occurred. Watches for and reports irregularities, such as fire hazards, leaking water pipes, and security doors left unlocked. Observes departing personnel to guard against theft of company property. Sounds alarm or calls police or fire department by telephone in case of fire or presence of unauthorized persons. Permits authorized persons to enter property. May register at watch stations to record time of inspection trips. May record data, such as property damage, unusual occurrences, and malfunctioning of machinery or equipment, for use of supervisory staff. May perform janitorial duties and set thermostatic controls to maintain specified temperature in buildings or cold storage rooms. May tend furnace or boiler. May be deputized to arrest trespassers. May regulate vehicle and pedestrian traffic at plant entrance to maintain orderly flow. May patrol site with guard dog on leash. May watch for fires and be designated as fire patroller (logging). May be designated according

to shift worked as day guard (any ind.); area guarded as dock guard (any ind.); warehouse guard (any ind.); or property guarded as powder guard (const.). May be designated according to establishment guarded as grounds guard, arboretum (any ind.); guard, musem (museum); watchguard, racetrack (amuse. & rec.); or duty station as coin-vault guard (any ind.). May convoy carrying valuable shipments. Additional titles: Armed Guard (R.R. trans.); Camp Guard (any ind.); Deck Guard (fish, water trans.); Night Guard (any ind.); Park Guard (amuse. & rec.).

(This is mostly from the Alaska Department of Labor, Occupational, Titles and Definitions - 372667034)

Security guards also protect persons such as individuals to protect them or others from bodily injury, kidnapping or invasion of privacy.

(3) Question here - regarding construction company having their own security without being covered by statute definitions - security or watchmen on construction site and/or to include flag persons.

Department of Labor defines "flagger" as follows:

372667022 Flagger: Traffic Control Signaler. Controls movement of vehicular traffic through construction projects: Discusses traffic routing plans, and type and location of control points with superior. Distributes traffic control signs and markers along site in designated pattern. Directs movement of traffic through site, using sign, hand, and flag signals. Warns construction workers when approaching vehicle fails to heed signals to prevent accident and injury to workers. Informs drivers of detour routes through construction sites. Records license number of traffic control violators for police. May give hand marker to last driver in line up of one-way traffic for flagger (const.) at opposite end of site, signaling clearance for reverse flow of traffic.

Part 3, Chapter 60

Article 1: (Alaska Administrative Code) Security Guard Agencies

13 AAC 60.010. Agency License Qualifications.

(a) In order to be eligible to receive a license as a security guard agency, each applicant or each partner of a partnership and the qualified agent employed by an agency must be:

- (1) A United States citizen or resident alien with work permit.
- (2) A resident of the State of Alaska for at least 30 days before application.
- (3) At least 19 years of age.

Note: Agency License Qualification

- (a) Approved as written.
 - (1) Approved as written.
 - (2) Eliminate this sentence.
 - (3) Approved as written.
 - (4) Neither addicted to nor dependent on alcohol, narcotics, or other drugs.
 - (5) Not suffering from any psychopathic condition or mental illness impairing the powers of memory, reason, judgment or perception.
 - (6) Not convicted of any felony, any crime involving moral turpitude or any crime preventing ownership or possession of a firearm, within 10 years of application, unless a full pardon has been granted.
- (b) All applicant agencies must possess a valid Alaska business license in addition to any other corporate or municipally required license or registration.
- (c) Corporate officers and persons with more than 20 percent financial interest in the agency must not have been convicted of a felony within 10 years of application, unless a full pardon has been granted.
- (d) Applicants must meet insurance requirements specified in 13 AAC60.120.
- (e) Applicants under (a) of this section must meet the requirements specified in 13AAC60.110 (Eff.5/29/77. Reg. 62)
Authority: AS 11.55.030
AS 18.65.450

- Note:**
- (4) Approved as written.
 - (5) Approved as written.

- (6) Approved as written.
- (b) Approved as written.
- (c) Approved as written.
- (d) Approved as written.
- (e) Approved as written.

13 AAC 60.020. Application for agency license.
(a) Applications must be on a form provided by the department which will require furnishing the following information:

- (1) Agency name.
- (2) Alaska business address.
- (3) Alaska Business license number.
- (4) Branch office address.
- (5) Names of branch office managers.
- (6) Former Alaska business addresses.
- (7) Corporate or parent company name and address.
- (8) Affiliated companies and addresses.
- (9) Proposed or actual geographical area of service.
- (10) Names and addresses of all company or corporate officers or partners.
- (11) Names and addresses of all persons owning more than 20 percent financial interest in agency:
- (12) State of incorporation.
- (13) Name of registered agent.
- (14) Three business or credit references for the agency.
- (15) Name of the qualified agent as defined in 13 AAC60.900.
- 16) Qualified agent's title, residence and mailing address, home and business telephone numbers and business address if it is different from the agency address.

(b) The following items must also accompany the application:

- (1) A copy of the agency bond or proof of insurance.
 - (2) A description of the agency guard training program.
 - (3) An application fee of \$200.
- (c) The president and qualified agent of the company must sign and notarize the application.
- (d) The qualified agent must meet the qualifications of and submit an application for security guard licensing. (Eff.5/29/77, Reg. 62)
Authority: AS18.65.410 AS18.65.420
AS18.65.450

Note: This total section approved as written.

13 AAC60.030. Agency license. (a) Upon approval of the application, the department will issue a certificate of license to the agency and an identification card to the qualified agent.

(b) The certificate of license issued to an agency must be displayed in a conspicuous place for public view in that agency's principal place of business. Duplicates or copies must be displayed in all branch offices.

(c) Any change in the agency's name must be reported to the department at least 10 days prior to the effective date. Upon receipt of this notification, a new certificate will be issued showing the new name. The old certificate of license must be returned to the department.

(d) Any change in the business or mailing address must be reported to the department within 10 days after the change.

Note: This total section, approved as written.

Article 2. Security Guards

Section

50. Security guard license qualification
60. Application for security guard license
70. Security guard license

80. Security guard renewal applications

13 AAC60.050. Security Guard License Qualifications. (a) In order to be eligible to receive a license, each applicant must be:

- (1) A United States citizen or resident alien with a work permit.
- (2) A resident of the State of Alaska for at least 30 days before application.
- (3) At least 19 years of age.

Note: (2) Eliminate this sentence. Remainder of the above is approved as written.

- (4) Neither addicted to nor dependent on alcohol, narcotics, or other drugs.
- (5) Not convicted of any felony, any crime involving moral turpitude, or any crime preventing ownership or possession of a firearm, within 10 years of application, unless a full pardon has been granted.
- (6) Not suffering from any psychopathic condition or mental illness impairing the powers of memory, reason, judgment, or perception.

(b) Applications must furnish information certifying that they meet the insurance requirements specified in Sec. 120.

(c) Applications must furnish proof of preassignment training specified in Sec. 110 (a).

(d) Applicants for armed security guard licenses must furnish proof of training and experience in the use of firearms and knowledge of laws pertaining to the use of firearms and deadly force, specified Sec. 110 (d). (Eff. 5/29/77, Reg. 62)

Authority: AS 18.65.450
AS 18.65.470

13 AAC 60.060 Application for security guard license (a) Applications must be on a form provided by the department which will require furnishing of the following information:

- (1) Full name
- (2) Residence address

- (3) Social security number
- (4) Residence telephone number
- (5) Present or prospective employer and address
- (6) Age
- (7) Sex
- (8) Date of birth
- (9) Place of birth
- (10) Height and weight
- (11) Hair and eye color
- (12) Residence addresses for the past five years
- (13) Employment for the past five years
- (14) Three character references
- (15) Military discharge record, if any
- (16) Criminal arrest and conviction record
- (17) An affirmation that the applicant is neither addicted to nor dependent on alcohol, narcotics, or other drugs.
- (18) An affirmation that the applicant is not suffering from any psychopathic condition or mental illness, impairing the powers of memory, reason, judgment, or perception.
 - (b) The application must be signed by the applicant and the signature must be notarized.
 - (c) The following items must also accompany the application.
 - (1) Two recent full-length photographs of the applicant.
 - (2) Two sets of classifiable fingerprints.
 - (3) Proof of bonding or insurance.

Note: All of the above, approved as written.

- (4) An application fee of \$31.

Note: Recommend all fees for security guard licensing be located in one regulation so when changed or modified, will be all located in one location. This item could read as follows:

- (4) "An application fee" as per regulation number to be added.
 - (d) An application for a license authorizing the carrying of firearms must contain information concerning the training experience and knowledge of the applicant in the use of firearms and laws pertaining to the use of firearms and deadly force.

Note: Approved as written.

(e) If the applicant has been hired on a temporary basis pending issuance of license, as provided by Sec. 130, it must be so noted on the application by the agency manager. (Eff.5/29/77. Reg.62)

Authority: AS18.65.410 AS18.65.450
Authority: AS18.65.420 AS18.65.470

Note: Approved as written.

Sec AAC 60.070. Security Guard License. (a) Upon approval of the application, the department will issue an identification card to the licensee, with the form and content of the card prescribed by the department. The identification card remains the property of the State of Alaska.

(b) One license identification card shall be issued to each person entitled to receive it. The licensee shall not permit another to use or possess his identification card. (Eff. 5/29/77, Reg.62 Authority: AS18.65.450

13 AAC 60.080. Security Guard Renewal Applications. (a) Renewal applications must be made on forms provided by the department.

(1) If all the information submitted on the original application is still accurate, a notarized statement to that effect is acceptable.

Note: Approved as Written.

(2) Renewal applications must contain a complete list of all security agencies for whom the applicant has worked during the last period of licensure.

Note: Needed change as license should only be good for work for agency or company licensed originally due to proof of bonding or insurance - possible change to:

(2) Renewal applications must be accompanied by proof of bonding or insurance if there is a change of employer.

Add on (3) on renewal, any changes of status must be listed such as address change or any arrest and conviction.

(b) Renewal applications must be received by the department 30 days prior to expiration of the license in order to assure processing and return of valid license prior to expiration.

Note: Approved as Written

(c) A renewal fee of \$25 must accompany the renewal application (Eff. 5/29/77 Reg. 62)
Authority: AS18.65.410 AS18.65.430

Note: Again recommend fees be noted in a separate regulation outlining all fees for the various requirements. This could read as follows:

(c) A renewal fee must accompany the renewal application as per: (insert regulation number)

Article 3. General Provisions

Section

- 90. Designation, advertising
- 100 Uniforms and equipment
- 110 Training required
- 120 Insurance requirements
- 130 Temporary security guard license
- 140 Records and reports
- 900 Definitions

13 AAC 60.090. Designation, Advertising. (a) Private security guard agencies and private security guards may not use any corporate name, including initials, which projects the image of a public law enforcement agency.

(b) The terminology "police" may not be used to identify either the agency or individuals employed by the agency.

(c) Use of the words "Federal", "State", "US", "United States", "Alaska", or any specific city or borough in the agency name, in a manner that would indicate an official connection with any governmental entity, is prohibited.

(d) Use of the Seal of the State of Alaska in any manner is prohibited.

(e) Designation of a private security guard as a private policeman, police officer, or peace officer is prohibited. (Eff. 5/29/77, Reg. 62) Authority: AS11.60.225

Note: Approved as written.

13 AAC 60.100. Uniforms and Equipment. (a) The designation "security" must at all times be clearly visible on all uniforms. The designation "security" may be displayed on a cloth or metal badge, shoulder patch or name tag.

(b) The agency name must be clearly visible at all times.

(c) Patrol vehicles must be clearly marked with the agency name and the designation "security".

(d) A security guard agency may issue its own company identification card to its employees. The company identification card may not contain any indication that the holder or the agency is licensed by the State of Alaska.

(e) A license authorized to carry firearms must be in company uniform while on duty and carrying a dangerous weapon.

(f) A license authorized to carry firearms may not conceal a firearm or other dangerous weapon on or about his person at any time. (Eff. 5/29/77, Reg.62)

Authority: AS 11.55.010
AS 18.65.450

Note: Approved as written

13 AAC 60.110. Training Required. (a) All security guard applicants, before issuance of a temporary permit or submission of an application to the department, must have received at least eight hours of general preassignment training relating to their duties and responsibilities as a guard.

Note: Approved as written

(b) All security guards are required to complete satisfactorily at least 40 hours of inservice training within 180 days after employment. Training must include, but need not be limited to....

Note: Recommend change: "All security guards are required to satisfactorily pass a State approved test for a permanent guard license within 180 days of initial temporary license issue". "Failure to pass the guard license test within the 180 days of initial issue will result in license being revoked".

- (1) Law of arrest
- (2) Law of search and seizure
- (3) duties and responsibilities to the employer and client
- (4) Fire prevention
- (5) First aid
- (6) Patrol techniques

Note: Recommend deletion of (2) through (6) and should be covered in Change (1) to read as follows:

- (1) Areas covered in test will include law of arrest, search and seizure, fire prevention, first aid, patrol techniques and duties and responsibilities to the employer and client.

(c) All security guards must pass an annual refresher course of at least eight hours on the topics in (b) of this section. Failure to pass the refresher course may be grounds for revocation of a security guard license.

Note: Recommend change as follows:

(c) All security must pass a refresher course on the topics listed in regulation 13AAC60.110 (6)(11) every three years or upon change of employer.

(d) Armed security guard applicants. Before issuance of a temporary permit or submission of an application to the department, must have received, in addition to the training, in (a) of this section, eight hours of preassignment training in....

Note: Approved as written

- (1) The legal use of deadly weapons.

Note: Change recommended as follows:

- (1) The legal use of deadly weapons "as defined in the Alaska State Statutes 11.81.300,
-

through 11.81.450 and the laws concerning concealed weapons".

- (2) Delete total item.
- (3) Handling safety, and maintenance of all firearms that may be issued to a security guard.

(e) Armed security guard applicants must also score during practice firing of their service revolver/pistol, a minimum of 60 percent on a commonly used human silhouette target. Failure to meet the minimum score during an annual practice firing review may be grounds for revocation of a security guard license.

Note: Change #(3) to "(2)"

Note: Change (e) as follows:

"Armed security guard applicants must also score during practice firing their service revolver/pistol, a minimum score of 70%, be at least 7 yards from target and shoot a minimum of 18 rounds. Failure to meet the minimum score during annual qualifications will be grounds for revocation of an armed guard license".

(f) Firearms training may only be administered by:

(1) a person certified as a qualified firearms trainer by a Federal, military, state, county, or municipal law enforcement agency; or

(2) an employee of a security guard agency who has certification from a nationally recognized organization attesting to his qualifications as an instructor.

(g) Renewal applications must contain certification stating that the required training has been successfully completed. (Eff. 5/29/77, Reg.62)

Authority: AS 18.65.440
AS 18.65.450
AS 18.65.470

Note: Above approved as written.

13 AAC 60.120. Insurance Requirements. (a) Each applicant for a security guard license and each applicant for a security guard agency license shall file with the department a certificate of insurance evidencing comprehensive liability coverage for death, injury, false arrest, detention or imprisonment. Malicious prosecution, libel, slander, defamation of character and violation of right to privacy in the minimum amount of \$100,000 per person and \$200,000 per occurrence. Each applicant shall also file a certificate of property damage insurance in the amount of \$100,000 per occurrence. The certificate must provide that the insurance may not be modified or cancelled unless 30 days' notice of cancellation has been given to the department. Failure to maintain insurance is grounds for revocation of a security guard license of a security guard agency license.

(b) If required insurance is provided by an employer, a certificate of that insurance must be filed with each employee's application for license.

(1) When a licensed security guard is no longer covered by employer-provided insurance. The employer shall immediately notify the department in writing.

(2) When non-eligibility for employer-provided insurance or employee termination is due to a violation of law that would be cause for license revocation, this information must be included in the notification required in (1) of this subsection.

(3) A licensee who is no longer covered by employer-provided insurance or by the licensee's personal bond or insurance shall return the license card to the department within 30 days of termination of coverage. A licensee may reobtain the license card from the department upon submission of proof of bonding or insurance. (Eff. 5/29/77, Reg.. 62)

Authority: AS 18.65.420
AS 18.65.440
AS 18.65.450

Note: This regulation approved as written

12 AAC 60.130. Temporary Security Guard License. Individual security guards may be employed by a licensed agency on a temporary basis for a period not to exceed 30 days when:

(1) The agency has made reasonable and prudent inquiries to determine that the applicant is qualified to be licensed.

(2) The completed application with application fee has been submitted to the department.

(3) The applicant's temporary status has been noted on the application form by the agency manager. (Eff.5/29/77, Reg.62)

Authority: AS 18.65.410
AS 18.65.450

Note: Change to first sentence only, recommendations as follows:

"Individual security guards may be employed by a licensed agency on a temporary basis for a period not to exceed 180 days when... remainder-no change (1) through (3) no change.

13 AAC 60.140. Records and Reports. (a) A complete security guard employee list for the previous six months shall be submitted to the department by each agency no later than March 31st and September 30th of each year. The employee report will be a confidential document. Falsification of the employee report may be sufficient cause for revocation of the agency license.

Note: This regulation approved as is

(b) A licensed security guard shall report any change of employer to the department within five days after the change, unless the change of employer occurs as a consequence of a change in the ownership of the security guard agency.

Note: Delete this requirement totally

(c) Each agency shall maintain an up-to-date record of all agency-owned firearms stored or issued to security guards. If the agency allows the use of personally owned firearms, the same records shall be maintained for these weapons.

Note: Recommend change to as follows:

(c) Each agency shall maintain an up-to-date record of all firearms stored or issued to security guards. If the agency allows the use of personally owned firearms, the same records shall be maintained for these weapons. (Note: delete words "agency-owned")

- (1) The firearm record must include make, model, caliber, serial number and to whom issued or by whom used.
- (2) Firearm records must be available for inspection by members of the department at any reasonable time. (Eff. 5/29/77, Reg. 62)
Authority: AS 18.65.450

Note: Above (1) and (2) approved as written

13 AAC 60.900. Definitions. In this chapter....

- (1) "Commissioner" means the "Commissioner of the Alaska Department of Public Safety".
- (2) "Department" means the Alaska Department of Public Safety".
- (3) "Qualified agent" means an officer, owner, partner, or individual in a management capacity, residing in Alaska, who is authorized to perform all business activities and is responsible for all activities of a security guard agency. (Eff. 5/29/77, Reg. 62)

Authority: AS 18.65.450

Note: This section approved as written, unless these regulations are moved over to Department of Commerce, Occupational Licensing.

WALTER J. HICKEL, GOVERNOR

DEPARTMENT OF PUBLIC SAFETY

OFFICE OF THE COMMISSIONER

P.O. BOX 111200
JUNEAU, ALASKA 99811-1200
PHONE: (907) 465-4322
FAX: (907) 465-4362

July 30, 1993

All Alaskan Security Guard Agencies:

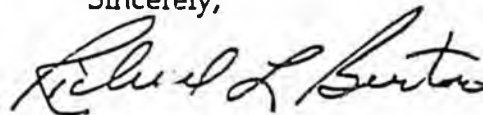
The Department of Public Safety and the Department of Commerce and Economic Development have mutually agreed that it would be in the best interest of efficient administration to transfer Security Guard Licensing to the Department of Commerce and Economic Development.

The Department of Law has been asked to review a number of suggested changes and draft statutory language to make those changes possible.

Upon completion of the suggested changes, it is the mutual agreement of both Departments that this draft be sent to each of your agencies for review and comment.

We hope to work closely with all security guard agencies during this transition period to ensure a smooth transfer of the licensing program.

Sincerely,



Richard L. Burton
Commissioner

Karl & I met w/ Loren Campbell (Highway Safety Planning)
Leanne - Commissioner
Office / Public Safety.

DEPARTMENT OF COMMERCE
& ECONOMIC DEVELOPMENT

AUG 9 1993

DIVISION OF
OCCUPATIONAL LICENSING

INDEMNIFICATION AND HOLD HARMLESS AGREEMENT

The undersigned agency, having made application to the Department of Public Safety to employ Mary A. Keenan as a security guard on a temporary basis pending issuance of license, hereby affirms that it has made reasonable and prudent inquiries to determine the applicant named above is qualified to be licensed under AS 18.65.400-490 and 13 AAC 60.010-900, and hereby agrees to indemnify and hold harmless the State of Alaska and its agents or employees from all claims brought because of injuries received by any person resulting from the negligent or intentional acts of the applicant while employed by the agency.

11-28-92
Date

Alaska State Troopers
AGENCY NAME

John Doe
Signed (Qualified Agent or Branch Manager)

Sworn to and subscribed before me, this
_____ day of _____ 19__.

Notary Public

My Commission Expires _____ 19__.

* Must Be Notarized

STATE OF ALASKA



DEPARTMENT OF PUBLIC SAFETY

CERTIFICATE OF LICENSE

This is to certify that

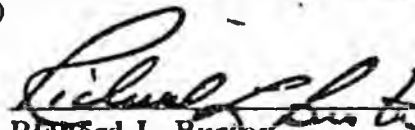
JOHN DOE'S AGENCY

has met the requirements for licensure and is therefore authorized to perform the duties and accept the responsibilities of a Security Contractor, employing personnel in the State of Alaska.

MR. JOHN DOE

Qualified Agent

In witness thereof, I have set my hand and seal this EIGHTH day
of AUGUST, nineteen hundred and ninety ONE.
Authority A.S. 18.65.400


Richard L. Burton
Commissioner
Department of Public Safety

FIREARMS TRAINING COURSE

PERSONNEL RECORD

NAME: MARY A. Keenan

DATE: 3/12/82

EXAMPLE #5

RECORD FIRE

<u>1</u>	6	26" Prone	DA	25 yds
<u>1</u>	6	25" Sitting	DA	25 yds
<u>1</u>	5	25" Kneeling	DA	25 yds
<u>1</u>	6	25" Standing	DA	25 yds
<u>1</u>	6	25" Standing to prone	DA	25 yds
<u>1</u>	6	25" Standing to sitting	DA	25 yds
<u>1</u>	6	25" Standing to kneeling	DA	25 yds
<u>1</u>	10 (load 6 and 4)	45" Left Barricade (stand)	DA	25 yds
<u>1</u>	10 (load 6 and 4)	45" Right Barricade (stand)	DA	25 yds
<u>1</u>	10 (load 6 and 4)	45" Over Barricade (kneeling)	DA	25 yds
<u>1</u>	3-2 shot strings	48" Crouch 2-handed grip	DA	15 yds
<u>1</u>	3-2 shot strings	5" Crouch 2-handed grip	DA	15 yds
<u>1</u>	3-2 shot strings	3" Crouch 2-handed grip	DA	15 yds
<u>1</u>	10 (load 6 and 4)	45" Crouch 2-handed grip	DA	15 yds

100 (100 rounds total)

<u>5</u> (misses)	<u>50</u> (5X ²)	<u>500</u> POSSIBLE	<u>89</u> % of hits/target
<u>4</u> (+1)		<u>87</u> MISSED	
<u>3</u> (+2)		<u>413</u> TOTAL	
<u>36</u>			
<u>32</u>			
<u>295</u>			

413 TOTAL FIRED

SHOOTER Mary A. Keenan

N.R.A. INSTRUCTOR/WITNESS _____

SAMPLE

* must be certified by a qualified firearms instructor. A list of qualified instructors is available at the Security Guard Licensing Office.

EXAMPLE 15

ANNUAL REFRESHER TRAINING

PRE-ASSIGNMENT FIREARMS TRAINING

NAME: Keenan MARY A. SSN 111-11-1111
 Last First MI (Social Security Number)

The above named employee has received the following pre-assignment firearms training, and has qualified with the 357/.38 cal revolver.

LEGAL LIMITATION OF THE USE OF FIREARMS..... 1 hour
 MECHANICAL TRAINING..... 1 hour
 MARKSMANSHIP TRAINING..... 1 hour
 SAFETY AND MAINTENANCE..... 1 hour
 RANGE FIRING..... (approximately) 4 hours
 1 HOUR SHOTGUN TRAINING 12 GAGE TOTAL 8 Hours

QUALIFICATION

REVOLVER .357/.38 cal with .38 cal ammunition

DATE: 9-16-91

SHORT COURSE

RANGE	FIRE	TIME	NO SHOTS	NO STRINGS	TARGET	MAX POINTS	SCORE
25 yds	slow	5 min	5	2	silhouette	100	87
25 yds	timed	20 sec	5	2	silhouette	100	82
25 yds	rapid	10 sec	5	2	silhouette	100	83
TOTALS (SCORE)						300	252

NOTE: All timed and rapid fire is fired double action only.

CERTIFIED BY

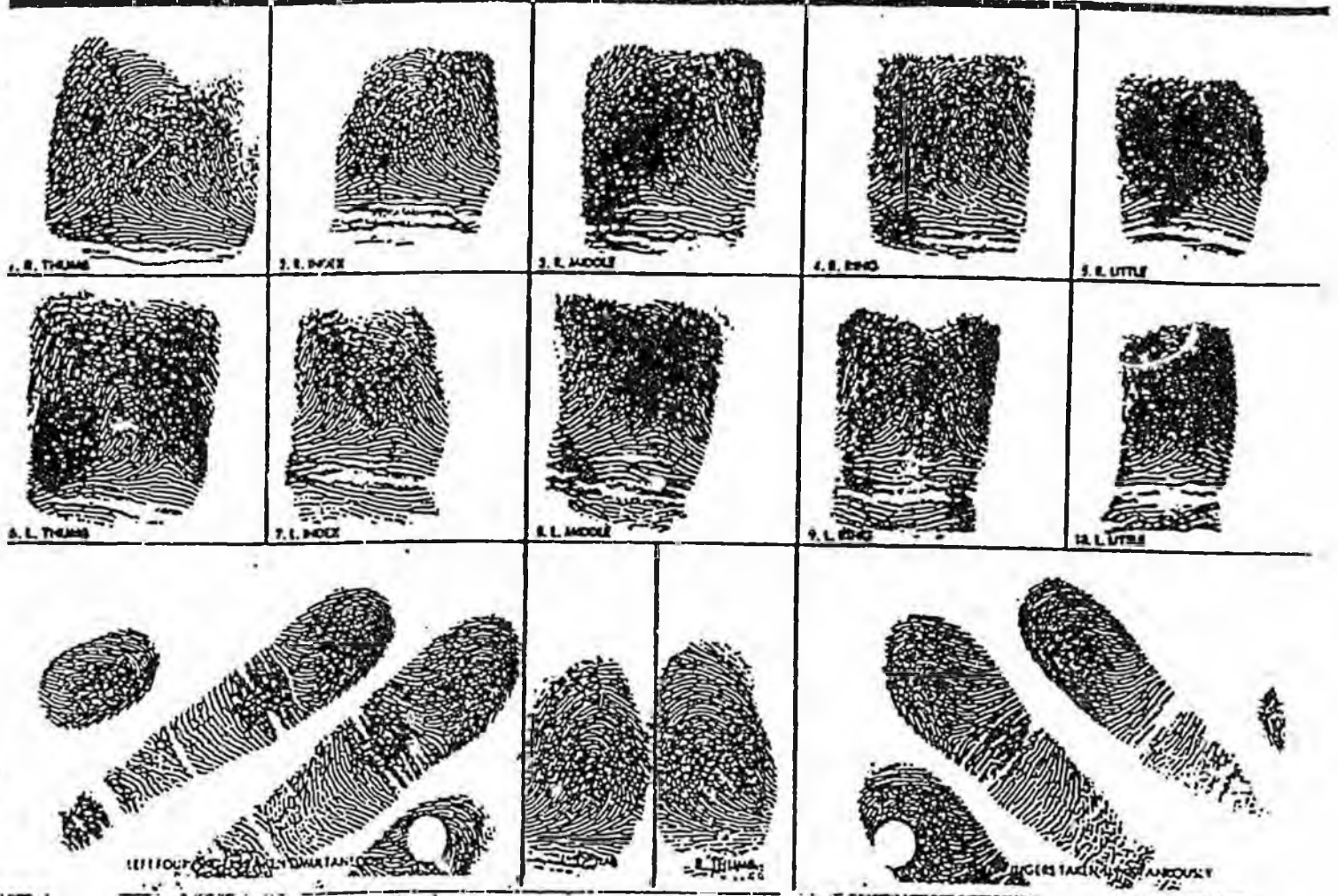
SAMPLE

* must be certified by a qualified firearms instructor. A list of qualified instructors is available at

and F.B.I. check

(Old fingerprint card)

APPLICANT		LEAVE BLANK		TYPE OR PRINT ALL INFORMATION IN BLACK						LEAVE BLANK	
				LAST NAME	FIRST NAME	MIDDLE NAME					
				KEENAN	MARY	ANN					
SIGNATURE OF PERSON FINGERPRINTED		ALIAS AKA		O R I		AKASTOLOO				DATE OF BIRTH DOB	
<i>Mary A. Keenan</i>		N/A				DPS				Month Day Year 03 03 46	
RESIDENCE OF PERSON FINGERPRINTED		CITIZENSHIP CIZ		SEX		RACE	HT	WT	EYES	HAIR	PLACE OF BIRTH DOB
105 Birchwood Loop, Apt. A Chugiak, Alaska 99587		U.S.		F		W	62	115	BRO	BRO	Seattle, WA
DATE	SIGNATURE OF OFFICIAL TAKING FINGERPRINTS		YOUR NO.		LEAVE BLANK						
3/12/46	<i>Sam [unclear]</i>		OCA								
EMPLOYER AND ADDRESS		FBI NO.		ARMED FORCES NO.		CLASS					
ALASKA STATE TROOPERS 5700 E. TUDOR ROAD ANCHORAGE, ALASKA 99507-1255		EBU		GK 49; 011 A							
REASON FINGERPRINTED		SOCIAL SECURITY NO.		MISCELLANEOUS NO.		REF.					
Security guard license AS 18.65.410		111-11-1111		ANU 0000586							



RENEWAL LETTER FOR SECURITY GUARD LICENSE

NAME: MARY A KEENAN SOC: 111-11-1111
ADDRESS: 105 BIRCHWOOD LOOP APT #A TELEPHONE: 688-0000
CHUGIAK AK 99587
HEIGHT: 62" WEIGHT: 120 HAIR COLOR: BRO EYE COLOR: BRO

In accordance with 13 AAC.60.080(1), I hereby certify that all information submitted to the Alaska Department of Public Safety on my original Application for Security Guard License is still accurate as of this date.*

I further certify that all information made on or in connection with the original Alaska Application for Security Guard License and this application for license renewal is true and complete to the best of my knowledge and belief. I understand that any intentional misrepresentation or concealment of material fact will be sufficient ground for rejection of my application.

Mary A Keenan
SIGNATURE

Date 1-1-93

Sworn to and subscribed before me, this
_____ day of _____, 19____.

Notary Public

My commission expires: _____

* Any change of address is listed above.