

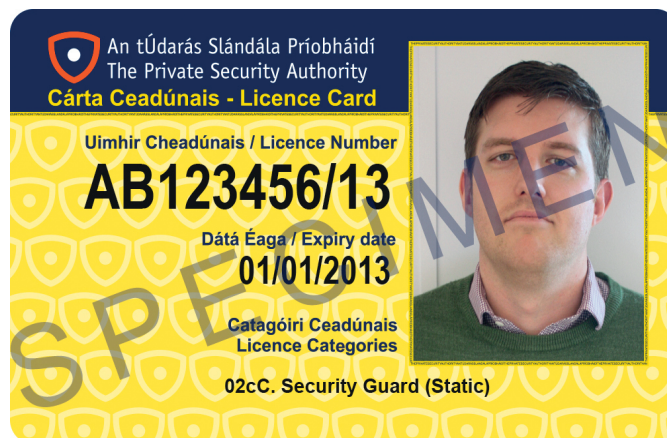
IDENTITY BADGE REQUIREMENTS

Section 30 of the Private Security Services Act 2004, as amended, provides that a licence-holder must wear an identity badge while providing a security service.

All licensed Door Supervisors, Security Guards, Temporary Event operatives and Cash-in-Transit operatives are required to wear their PSA licence while working. The purpose of these guidelines is to help licence holders and their employers understand the legal requirements around their use.

1. PSA Issued Licence

- Individuals providing services as outlined above will be required to visibly wear the PSA issued licence card at all times while on duty.
- The front of the licence card showing the photograph and licence number must be displayed.
- The front of the licence card must be worn where it can be seen at all times.
- The card may be displayed in a card holder or protective armband provided the view of the card is not obstructed.
- The name of the employer may be displayed on the card holder provided it does not obstruct the view of the card.



Front of Licence Card (SAMPLE)

2. Wearing your PSA Licence

In accordance with section 30 of the Private Services Act 2004, as amended, individuals shall ensure their licence, *which, when worn, is clearly visible*.

These requirements relating to the use of PSA licences must be followed at all times while working.

- The licence card must be clearly visible at all times.
- Covering or obstructing a licence is an offence.
- The licence card must be displayed on the upper torso (above the stomach and below the neck).
- The licence card may be displayed in a card holder or a plastic pocket provided the view of the badge is not obstructed.
- The licence card may be displayed in a protective armband provided the view of the badge is not obstructed.
- The licence card must refer to the person wearing it. It is a criminal offence to wear a badge belonging to another person.
- The wearing of photocopies of licence cards is not allowed.
- Where a member of the public expresses a wish to make a mental or written note of the licence number, the wearer will afford the requestor sufficient time to make such a note, without surrendering or handing over the licence card to the requestor. The use of a camera-phone to record licence details shall not be permitted.

3. Identity Badge Provided By Employer

- Individuals providing services as listed above will be required to visibly wear the PSA issued licence card at all times while on duty. This will be a requirement even if the individual has been issued with an ID badge by his/her employer.
- New employees who have applied to the PSA for a licence must wear a badge issued by their employer, ONLY where an approval letter has issued from the PSA to the employer.

Note: Store Detectives and Private Investigators are not required to display their identity Badge/Licence card where their duties require that their position is not identifiable to members of the public. However they are required to carry the PSA Licence card on their person at all time when on duty.