

**BUREAU OF SECURITY AND INVESTIGATIVE SERVICES**

P.O. Box 989002, West Sacramento, CA 95798-9002

P (916) 322-4000 (800) 952-5210 | F (916) 575-7290 | www.bsis.ca.gov**UPDATED INITIAL EMPLOYEE APPLICATIONS**
Revised July 1, 2019

In an effort to reduce deficiencies and streamline the processing of initial Security Guard and Proprietary Private Security Officer (PSO) applications, the Bureau of Security and Investigative Services (Bureau) has overhauled the *Application for Security Guard Registration* and the *Application for Proprietary Private Security Officer*.

Both applications, which have a revision date of June 2019, include a new “Agency Use Only” box at the top of the application. This section is **NOT** to be completed by applicants and is only to be used by Department of Consumer Affairs and/or Bureau staff. The revised applications also include a notification directing applicants to submit their application *before* completing their criminal background check (i.e. Live Scan or fingerprint hard cards). Applicants should wait until they have evidence that their application fees have been processed by the Bureau before completing the Live Scan or submitting fingerprint hard cards. This change in policy will not affect the current pending applications that are still being processed.

Additionally, the applications include updated eligibility information for Active Duty Police Officers (ADPOs) and the Veterans Come First Program, mandatory disclosure language, instructions, and detailed information on the responsibilities of holding the registration (e.g. training requirements needed for renewal, address changes, and renewal timeframes) to better assist registrants. The Bureau also aligned the conviction questions on the paper application to those featured on the BreEZe online application. The updated Security Guard application includes a new Power to Arrest certification table. The revised PSO application removed the disclosure of the applicant’s employer’s licensing information (e.g. Proprietary Private Security Employer registration number, name, phone number, and address).

Resources:[Apply Online in BreEZe](#)[Application for Security Guard Registration](#)[Application for Proprietary Private Security Officer](#)[Live Scan forms](#)[Licensing Fees](#)[Common Application Deficiencies](#)[Checking on the Status of Your Live Scan Results](#)[Current BSIS Initial Application Processing Timeframes](#)