



**NORTH CAROLINA
PRIVATE PROTECTIVE SERVICES BOARD**

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MEMORANDUM - May 2012

TO: PPS Licensees
Proprietary Security Companies
Firearms Trainers

FROM: Terry Wright, PPS Director

Terry Wright

The purpose of this informational mailing is to update licensees on various important issues.

Firearms Training

At the February 2012 Private Protective Services Board meeting, the PPSB voted to accept the recommendation of the Training and Education Committee that for all future PPSB initial firearms trainer courses, personnel who wish to attend the course must first attend a pre-qualification course. The pre-qualification course will be required before the candidate is invited to attend the full firearms trainer course. If a candidate fails to qualify during the pre-qualification course, they must complete a Request for Training Services form before they can be invited to attend another pre-qualification course. Candidates for pre-qualification are notified of a date and time to attend only upon invitation by the PPSB Training Officer.

The pre-qualification course will be scheduled on a day prior to the forty (40) hour initial course. In order to attend the full firearms trainer course, all applicants must shoot a 90%, two out of three times on both day and night courses. Failure to qualify will prohibit acceptance into the next firearms trainer course.

There is no pre-qualification course for the renewal of the firearms instructor certification.

Application for License Rule Update

12 NCAC 07D .0201(a) (6) has been amended to require applicants for licenses to submit an **Equifax** credit check. The credit check must have been run within thirty days of the application submission date.

The rule requires the credit check for the initial application. There is no requirement for the renewal of the license. Furthermore, the rule applies to those individuals applying for a license only. Credit checks **are not** required for individuals applying for unarmed or armed registrations or instructor certifications.

Therefore, all applications for a license received on or after **July, 1, 2012** must include an Equifax credit check. The candidate must sign and date the credit report indicating that the report is a true and accurate copy.

Continuing Education

G.S. 74C-22 grants the Board the authority to require individuals holding a license, registration, certificate, or permit to complete continuing education courses approved by the Board.

Per the administrative rule (12 NCAC 07D .1302), the PPSB continuing education requirements became effective for all **licensees** renewing their license on or after January 1, 2012. The rule requires each licensee to complete at least twelve (12) credit hours of continuing education training during each renewal period. However, only six (6) hours of continuing education training per renewal period may be obtained on-line.

Licensees renewing must provide the PPS Licensing Section the original attendance certification form and the original licensee's statement of continuing education hours form. The CE attendance certification form is provided by the instructor and the licensee's statement of continuing education hours form is located on the PPS website.

This rule applies to all licensees including, Private Investigator Associates, Polygraph Trainees and Electronic Countermeasure Trainees. However, there are no CE requirements for individuals holding a registration or certification.

Payment of fees

Staff is experiencing a lot of difficulty with personnel not sending in the correct fees for registration applications. The incorrect fees may be less than what is required or it may be more than what is required. If too little is sent with multiple applications, staff faces the dilemma of deciding who to apply the money to, then initiating a letter to the company asking for additional funds. If more than what is required is sent in, then staff has to fill out paperwork to forward to the DOJ Financial Services Section so that a refund is issued. Each step is further delaying the registration process. This is especially a problem when one check is sent for 20, 30 or more registration applications. The Department of Justice Financial Services Section has estimated that it cost \$12.00 to print a refund check. This cost includes staff's time, cost of equipment, and printing supplies and postage. The PPS staff is requesting that you meet with your staff and discuss this issue and take the necessary internal steps to ensure that the appropriate registration fees are sent in with the applications.

Upcoming Training

The PPS staff and PPSB Attorney will be conducting four (4) hour training sessions throughout the state. The training will cover an update of 74C, continuing education requirements, armed and unarmed registration procedures and recent court cases related to the PPS industry. Course and credit hours are as follow: PPSB-10-395 (Shannon Thongkheuang) Registration Procedures armed and unarmed (2 credits). PPSB-11-554 (Judy Pittman) Overview of Standards and Continuing Education Requirements (1 credit), PPSB-11-553 (PPSB Attorney) Legal Aspects of 74C, and recent court cases related to the PPS industry (1 credit). Licensees attending the training can receive up to four hours of continuing education credit. Courses will be taught in the order listed above. **Note: Seating is limited to the first one hundred (100) individuals that sign up for the course(s).** If you are interested in attending a training session, please contact Judy Pittman at jpittman@ncdoj.gov. There is no cost to attend the training sessions.

The training is scheduled for the following dates:

June 28, 2012	1:00 pm - 5:00 pm	Renaissance Asheville Hotel 31 Woodfin Street Asheville, NC 28801 828-252-8211
August 1, 2012	9:00 am - 1:00 pm	Charlotte Motor Speedway 5555 Concord Parkway South Concord, NC 28027 704-455-3202
September 5, 2012	9:00 am - 1:00 pm	City Hotel & Bistro 203 SW Greenville Boulevard Greenville, NC 27834 252-355-8300
December 13, 2012	1:00pm – 5:00pm	Holiday Inn North Raleigh 2805 Highwoods Blvd. Raleigh, NC 27604 919-872-3500