North Carolina Department of Public Safety

Security Systems Licensing Board

Monthly Report of Probationary Alarm Registrants

Instructions: This report is to be completed and emailed monthly to Private Protective Services (ppsasl@ncdps.gov), if alarm probationary registrants are utilized, in accordance with N.C. Gen. Stat. § 74D-8(1b)(3). Probationary employment shall not exceed 20 consecutive days.

Company:_____ BPN:_____ Date Submitted_____

Report for the Month of:_____ Year:_____ Submitted by:_____

Name	Address	Last 4 SSN	Probation Start Date	Probation End Date

The 50-Day "Month of Ray"
Probationary Alarm Registrant

1	2	3	4	5	6	7	8	9	10
11	12	13	14	15	16	17	18	19	20
21	22	23	24	25	26	27	28	29	30
31	32	33	34	35	36	37	38	39	40
41	42	43	44	45	46	47	48	49	50
51+									

- **Day 1:** The probationary alarm registrant is hired.
    - Prior to being placed on a duty station, the company must:
        - Conduct a criminal record check on the employee. The scope and manner of the criminal record check is at the discretion of the employing licensee.
- **Day 1 – Day 20:** The probationary alarm registrant works as assigned.
    - Log the employee's information and dates worked on the Monthly Report of Probationary Alarm Registrants and email the form to ppsasl@ncdps.gov each month probationary employees are used.
    - *Note: If the employee resigns or is terminated within Day 1 – Day 20, the employee is still required to be listed on the Monthly Report of Probationary Employees form.*
- **Day 21:** The alarm registrant is either hired as a permanent employee or released from employment.
- **Day 21 – Day 50:** If the alarm registrant is hired as a permanent employee, the company must –
    - Complete all other registration application requirements of Rule 14B NCAC 17 .0301 and submit an online registration application.
    - *Note: If the employee resigns or is terminated within Day 21 – Day 50, the company is still required to submit a registration application—even if it is incomplete.*
- **Day 51+:** The alarm registrant continues working for the duration of their employment or until their registration expires.