

A S I S I N T E R N A T I O N A L

Private Security Officer Selection and Training

ASIS GDL PSO-2010

GUIDELINE



This is a preview of "ASIS GDL PSO 2010". [Click here to purchase the full version from the ANSI store.](#)

ASIS GDL PSO-2010

an ASIS Guideline for Security

Private Security Officer Selection and Training Guideline

Safety Act Designation

In April 2005, the U.S. Department of Homeland Security (DHS) awarded ASIS International a Designation for its Guidelines Program under the SAFETY Act (Support Anti-Terrorism by Fostering Effective Technology Act of 2002). This Designation is significant in three ways: (1) it establishes that ASIS standards and guidelines are qualified to be a "technology" that could reduce the risks or effects of terrorism, (2) it limits ASIS' liability for acts arising out of the use of the standards and guidelines in connection with an act of terrorism, and (3) it precludes claims of third party damages against organizations using the standards and guidelines as a means to prevent or limit the scope of terrorist acts.

Approved April 16, 2010

ASIS International

Abstract

This Guideline is intended to set forth minimum recommendations that can be used to assist in the selection and training of private security officers.

NOTICE AND DISCLAIMER

The information in this publication was considered technically sound by the consensus of those who engaged in the development and approval of the document at the time of its creation. Consensus does not necessarily mean that there is unanimous agreement among the participants in the development of this document.

ASIS International standards and guideline publications, of which the document contained herein is one, are developed through a voluntary consensus standards development process. This process brings together volunteers and/or seeks out the views of persons who have an interest and knowledge in the topic covered by this publication. While ASIS administers the process and establishes rules to promote fairness in the development of consensus, it does not write the document and it does not independently test, evaluate, or verify the accuracy or completeness of any information or the soundness of any judgments contained in its standards and guideline publications.

ASIS is a volunteer, nonprofit professional society with no regulatory, licensing or enforcement power over its members or anyone else. ASIS does not accept or undertake a duty to any third party because it does not have the authority to enforce compliance with its standards or guidelines. It assumes no duty of care to the general public, because its works are not obligatory and because it does not monitor the use of them.

ASIS disclaims liability for any personal injury, property, or other damages of any nature whatsoever, whether special, indirect, consequential, or compensatory, directly or indirectly resulting from the publication, use of, application, or reliance on this document. ASIS disclaims and makes no guaranty or warranty, expressed or implied, as to the accuracy or completeness of any information published herein, and disclaims and makes no warranty that the information in this document will fulfill any person's or entity's particular purposes or needs. ASIS does not undertake to guarantee the performance of any individual manufacturer or seller's products or services by virtue of this standard or guide.

In publishing and making this document available, ASIS is not undertaking to render professional or other services for or on behalf of any person or entity, nor is ASIS undertaking to perform any duty owed by any person or entity to someone else. Anyone using this document should rely on his or her own independent judgment or, as appropriate, seek the advice of a competent professional in determining the exercise of reasonable care in any given circumstances. Information and other standards on the topic covered by this publication may be available from other sources, which the user may wish to consult for additional views or information not covered by this publication.

ASIS has no power, nor does it undertake to police or enforce compliance with the contents of this document. ASIS has no control over which of its standards, if any, may be adopted by governmental regulatory agencies, or over any activity or conduct that purports to conform to its standards. ASIS does not list, certify, test, inspect, or approve any practices, products, materials, designs, or installations for compliance with its standards. It merely publishes standards to be used as guidelines that third parties may or may not choose to adopt, modify or reject. Any certification or other statement of compliance with any information in this document shall not be attributable to ASIS and is solely the responsibility of the certifier or maker of the statement.

All rights reserved. No part of this publication may be reproduced, stored in a retrieval system, or transmitted, in any form or by any means, electronic, mechanical, photocopying, recording, or otherwise, without the prior written consent of the copyright owner.

Copyright © 2010 by ASIS International

ISBN 978-1-934904-03-9

ASIS GDL PSO-2010

FOREWORD

The information contained in this Foreword is not part of this ASIS International Guideline and has not been processed in accordance with ASIS' requirements for a Guideline. As such, this Foreword may contain material that has not been subjected to public review or a consensus process. In addition, it does not contain requirements necessary for conformance to the Guideline.

About ASIS

ASIS International (ASIS) is the preeminent organization for security professionals, with more than 37,000 members worldwide. ASIS is dedicated to increasing the effectiveness and productivity of security professionals by developing educational programs and materials that address broad security interests, such as the ASIS Annual Seminar and Exhibits, as well as specific security topics. ASIS also advocates the role and value of the security management profession to business, the media, government entities, and the public. By providing members and the security community with access to a full range of programs and services, and by publishing the industry's No. 1 magazine – *Security Management* - ASIS leads the way for advanced and improved security performance.

The work of preparing ASIS Standards and Guidelines is carried out through the ASIS International Standards and Guidelines Commission and its committees. The Mission of the ASIS Standards and Guidelines Commission is *to advance the practice of security management through the development of standards and guidelines within a voluntary, nonproprietary, and consensus-based process, utilizing to the fullest extent possible the knowledge, experience, and expertise of ASIS membership, security professionals, and the global security industry.*

Suggestions for improvement of this document are welcome. They should be sent to ASIS International, 1625 Prince Street, Alexandria, VA 22314-2818, USA.

Commission Members:

Jason L. Brown, Thales Australia
Steven K. Bucklin, Glenbrook Security Services, Inc.
John C. Cholewa III, CPP, Mentor Associates, LLC
Cynthia P. Conlon, CPP, Conlon Consulting Corporation
Michael A. Crane, CPP, IPC International Corporation
William J. Daly, Control Risks Security Consulting
Eugene F. Ferraro, CPP, PCI, CFE, Business Controls Inc.
F. Mark Geraci, CPP, Purdue Pharma L.P., Chair
Robert W. Jones, Socrates Ltd, Inc.
Michael E. Knoke, CPP, Express Scripts, Inc., Vice Chair
John F. Mallon, CPP, Mallon & Associates, LLC
Marc H. Siegel, Ph.D., Commissioner, ASIS Global Standards Initiative
John E. Turey, CPP, ITT Corporation
Roger D. Warwick, CPP, Pyramid International

ASIS GDL PSO-2010

At the time it approved this document, the PSO Guideline Committee, which is responsible for the development of this Guideline, had the following members:

Committee Members:

Committee Chairman: Bernard D. Greenawalt, CPP, Securitas Security Services USA, Inc.

Commission Liaison: Steven K. Bucklin, Glenbrook Security Services, Inc.

Committee Secretariat: Sue Carioti, ASIS International

Dennis Blass, CPP, PSP, CFE, Security Engineers

Sandra M. Cowie, CPP, Principal Financial Group

Sandi J. Davies, International Foundation for Protection Officers

Michael E. Goodboe, Ed.D., CPP, G4S Wackenhut

Richard H. McClintock

Vincent L. Ruffolo, A&R Security Services Inc.

Jeffrey A. Slotnick, PSP, Setracon, Inc.

Revision History

This second edition of the Private Security Officer Selection and Training Guideline was approved by the ASIS International Commission on Standards and Guidelines in 2010. The baseline document was published in 2004.

Guideline Designation

This Guideline is designated as ASIS GDL PSO-2010.

Keywords

Private Security Officer, State Regulation of Private Security, Selection: Employment Screening Criteria, Training Criteria.

ASIS GDL PSO-2010

TABLE OF CONTENTS

1. SCOPE, SUMMARY, AND PURPOSE.....	1
1.1 SCOPE	1
1.2 SUMMARY.....	1
1.3 PURPOSE	1
2. TERMS AND DEFINITIONS	2
3. RECOMMENDED PRACTICES.....	4
3.1 SELECTION: EMPLOYMENT SCREENING CRITERIA.....	5
3.2 TRAINING CRITERIA.....	7
4. APPENDIX A – SAMPLE ADJUDICATION SCORING.....	11
A.1 CONSIDERATIONS FOR EDUCATION VERIFICATION	11
A.2 CONSIDERATIONS FOR EMPLOYMENT VERIFICATION	11
A.3 CONSIDERATIONS FOR SOCIAL SECURITY NUMBER TRACES	12
A.4 CONSIDERATIONS FOR MOTOR VEHICLE REGISTRATION VERIFICATION	12
5. REFERENCES/BIBLIOGRAPHY.....	13

TABLE OF TABLES

TABLE 1: STATE REGULATION OF PRIVATE SECURITY	4
TABLE 2: SELECTION: EMPLOYMENT SCREENING CRITERIA	6
TABLE 3: TRAINING CRITERIA	8

This page intentionally left blank

an ASIS Guideline for Security –

Private Security Officer Selection and Training Guideline

1. SCOPE, SUMMARY, AND PURPOSE

1.1 *Scope*

The *Private Security Officer Selection and Training Guideline* is not intended to cover all aspects of selection and training for private security officers. It is intended to set forth minimum recommendations that can be used to assist in the selection and training of private security officers. The Guideline is United States focused and is not intended to be an International document; however, due to the global nature of many U.S. organizations, it is recommended that employers develop country-specific processes where appropriate.

Private security officer selection and training has been a topic of interest with much debate over the last 30 years. Various studies and research efforts have been undertaken to better define the role of a private security officer and also provide needed information for adequate selection and training of such officers.

1.2 *Summary*

The Private Security Officer Selection and Training Guideline offers recommendations for the selection and training of all private security officers, and includes definitions of relevant terms and references/bibliography.

1.3 *Purpose*

The purpose of the Private Security Officer and Training Guideline is to provide recommended minimum qualifications in order to improve the performance of private security officers and the quality of security services.