



## FACT SHEET – DOOR STAFF

*Posted October 23, 2008*

**Staff who perform security functions in LPs have until November 2009 to get trained and licensed.**

The *Security Services Act (SSA)* requires the licensing of Door Staff as Security Guards in licensed liquor establishments.

In order to receive a Security Guard License, Door Staff have to complete Basic Standards Training (BST 1 and 2) **OR** the **NEW** training program Basic Security Training (BST) which is one 40 hour course.

The licensing process for individuals also includes the following:

- Completing the New Security Worker License Application Form (Criminal Record check): <http://www.pssg.gov.bc.ca/securityindustry/forms-guides/index.htm>
- Getting fingerprinted
- Providing proof of qualification or training documentation required for the type of security service(s) you wish to perform
- Providing a copy of identification: B.C. Drivers License, BCID or Canadian Passport
- Providing a passport quality photograph (taken within last 12 months, clearly showing front view of full face)
- Full payment for a NEW Security Worker License

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### **Who in your establishment is performing the services of a security guard?**

The government defines those who need to be licensed in the following manner:  
*Source: Security Licensing Process and License Conditions Policies, Sept 2008*

**2.2.5** Door security - Determining whether an individual is performing the services of a security guard

#### **Rationale**

The definition of security guard services in section 1 of the Act includes an individual who provides door security at an establishment licensed under the Liquor Control and Licensing Act. Although individuals providing door security commonly check identification of persons entering an establishment, and ensure that the number of persons within the establishment doesn't exceed the maximum allowed capacity, these

are not duties that are restricted to individuals providing door security. For example, servers and bartenders must ask for identification from persons ordering liquor in the establishment. If a server, bartender or individual checking identification or maintaining capacity is not expected to perform other tasks associated with the security of the establishment, that individual is not providing a security guard service. Consequently, these individuals are not security guards and do not need to be licensed under the Act. This policy outlines the factors the registrar will consider in determining whether an individual requires a security guard license.

## **Policy**

**2.2.5.1** The registrar will consider the responsibilities of the individual and the nature of the work the individual is, or may be, engaged in when determining whether the individual “provides door security” at a licensed establishment.

**2.2.5.2** The following factors are relevant to the nature of the work and may be considered by the registrar:

- (a) the job description
- (b) whether the individual will be responsible for preventing the entrance into the establishment of persons exhibiting aggressive or unruly behavior, or persons carrying a weapon or drugs
- (c) whether the individual will be responsible for removing, through means of persuasion or otherwise, persons who become unruly, aggressive or who present a safety risk to others in the establishment
- (d) whether the individual will be expected to use reasonable force in maintaining security at or near the door or within the establishment, and/or
- (e) whether the services the individual will be providing have the potential for impacting on the personal or property rights of individuals.

**2.2.5.3** In the absence of other job duties associated with security at an establishment, the fact that an individual is responsible for checking identification and/or maintaining capacity does not mean that the individual is providing door security. In most instances, servers and bartenders will not be considered to be providing door security.

**2.2.5.4** If a server or bartender is required to perform other tasks associated with security at an establishment, the server or bartender may require a security guard worker license.

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## **Security Guard Under Supervision**

A Security Guard Under Supervision must work under the direct supervision of a licensed security guard. You may have up to 5 staff members working under the supervision of one fully licensed Security Guard. Staff are not required to have completed Basic Standards Training for this license type. However, this license is only valid for 90 days and it is not renewable. It provides staff

the opportunity to gain experience while you complete the BST training. No training is required to submit an application.

**Notes:** Under Supervision staff must still be licensed and complete the background check process before they are eligible to work as Door Staff in your establishment.

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### **More information can be found at the following websites:**

**Security Services Act:**

[http://www.qp.gov.bc.ca/statreg/stat/S/07030\\_01.htm](http://www.qp.gov.bc.ca/statreg/stat/S/07030_01.htm)

**Security Services Regulation:**

[http://www.qp.gov.bc.ca/statreg/reg/S/207\\_2008.htm](http://www.qp.gov.bc.ca/statreg/reg/S/207_2008.htm)

**Industry Form - Getting & Keeping Your Security Worker License:**

<http://www.pssq.gov.bc.ca/securityindustry/worker/forms-guide.htm>

**Industry Form - Application for a New (or Renewal of ) Security Worker License:**

<http://www.pssq.gov.bc.ca/securityindustry/worker/forms-guide.htm#forms>

**More information is available at:**

<http://www.pssq.gov.bc.ca/securityindustry>