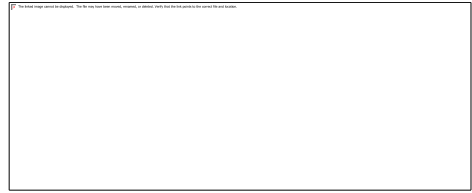


If you're having trouble reading this e-mail, please go to
www.sia.homeoffice.gov.uk/documents/sia-update/eUpdate-1003.htm



SIA Update, March 2010

Welcome to the new edition of *Update*, the SIA's newsletter for people with an interest in the private security industry. We hope you find it informative and useful. If you have any suggestions on how we could improve it, please [let us know](#).

SIA NEWS

[SIA Stakeholder Conference 2010](#)
[SIA Update Evaluation Survey](#)
[Door Supervision in Northern Ireland](#)
[Fourth ACS Review](#)
[The SIA in the Press](#)

LICENSING MATTERS

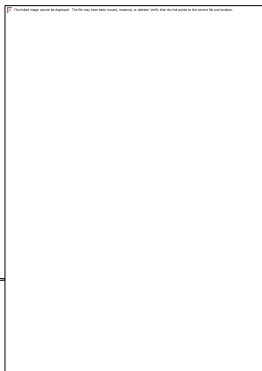
[Acceptable Identity Documents](#)
[Overseas Criminal Record Checks](#)
[Common Mistakes on Applications](#)

ABOUT THIS NEWSLETTER

[Disclaimer](#)
[Unsubscribe / Subscribe](#)
[Copyright](#)

SIA News

SIA Stakeholder Conference 2010



The title of this year's conference is 'A Common Purpose: raising standards in the private security industry'. The day will feature:

- latest news from the SIA
- examples of business best practice and an operational case study
- an international view of the UK's private security industry
- advice on buying private security
- an exhibition by some of our partners and stakeholders

The conference will begin at midday with registration and a buffet lunch, and will finish with a drinks reception to give delegates the opportunity to network in a relaxed atmosphere.

The conference costs £99 per delegate and includes registration, lunch, refreshments, drinks and canapés. Please note that this fee cannot be refunded once your booking has been confirmed.

[Download the booking form](#) (download size 347kb)

[Back to top](#)

SIA Update Evaluation Survey

It's just over a year since we started publishing our *SIA Update* newsletter in an electronic format. We'd like to know what you think about it.

Please answer our short questionnaire, which should take about 10 minutes to complete.

[Go to the survey](#)

[Back to top](#)

Door Supervision in Northern Ireland



On 1 April 2010 it will become illegal to work as an in-house door supervisor in Northern Ireland without an SIA licence. This is the final stage of regulation for Northern Ireland and will create a single consistent licensing scheme for the private security industry throughout the United Kingdom.

SIA investigators have been working closely with the Police Service of Northern Ireland to ensure that those working as in-house door staff are prepared for the change. They have visited pubs, clubs and bars to check front line staff and make sure that those employing staff in-house are aware of their legal obligations.

[Back to top](#)

Fourth ACS Review

We are inviting approved contractors, security buyers and non-ACS suppliers to participate in an online survey as part of the fourth annual review of our Approved Contractor Scheme (ACS). We will use responses to help consider changes and improvements to our quality assurance scheme.

- [Go to the survey for approved contractors](#)
- [Go to the survey for non-ACS suppliers](#)
- [Go to the survey for security buyers](#)

Responses should be received by 23 April 2010 and we plan to publish the results in the summer.

[Information on previous ACS reviews](#)

[Back to top](#)

The SIA in the Press

SIA investigators have been working with enforcement partners across the UK, and there has been much press coverage in the past two months of court cases and enforcement actions. The most high profile was the Sabrewatch trial, and there was much positive coverage in the trade and local press about the successful prosecution, guilty verdicts and fines totalling £215k handed down to Sabrewatch and its directors. The BSIA also issued a press release welcoming the convictions.

The Scottish press featured a story about the successful police-led prosecution against Port Glasgow security director William Boyd, who was ordered to pay £1,000 for supplying unlicensed security guards. Trade press also covered the case of Edinburgh security director Prinz Patrick Ukonga, who was fined £500 for failing to provide the SIA with information relating to his company.

During a recent Nottinghamshire Police campaign aimed at increasing safety amongst young people, SIA investigators joined police officers to visit licensed premises. Of the 49 door staff checked, only one person was in breach of conditions, a story reported in the local press in the area.

Several other announcements also featured in the trade press, such as door staff being advised to confiscate false or fake ID from potentially under-aged drinkers. This advice was issued as part of a joint campaign with the Home Office and the Proof of Age Standards Scheme (PASS). We also announced that the ACS *Fast Track* route to approval will be withdrawn on 1 April 2010.

[Back to top](#)

Licensing Matters

Acceptable Identity Documents

When someone applies for an SIA licence they must provide supporting documentation that confirms their identity and age. In February of this year we changed the list of documents that we will accept.

- Military ID cards have been **removed** from our list of acceptable documents.
- Firearms licences have been **re-classified** as group B documents.
- Home Office ID cards have been **added** to our list of acceptable group A documents. This includes: identity card for British citizens; identification card for EU or European Economic Area citizens living in the UK; identity card for foreign nationals.

Please also note that you can only send us one utility bill in support of your application.

Further information and an explanation of what we mean by group A and group B is

available [from our website](#) and on pages 20-21 of the *How to fill in your SIA licence application form* booklet.

[Back to top](#)

Overseas Criminal Record Checks

If you are applying for a licence and you live overseas or you have spent six continuous months or more outside the UK, you must provide evidence of a criminal record check from the relevant country or countries. The checks need to cover the five years prior to your application.

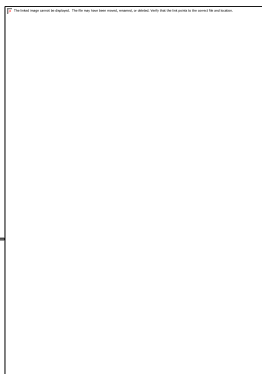
We are still seeing cases of applicants sending us their overseas criminal record checks months after they have sent us their application. Please note that although you may submit your application form before your overseas criminal record check, **you must send your criminal record check to us within five weeks of applying for your licence**. If we do not receive your criminal record check or an explanation for the delay within this time, we will cancel your application and you will lose your application fee.

We recommend that you check with the relevant authorities to determine how long it will take to obtain a criminality check from the country or countries in which you lived. You should not send your application to us unless you will be able to supply the criminal record check within the allowed five week period.

More information about overseas criminality checks is available [from our website](#).

[Back to top](#)

Common Mistakes on Applications



When someone applies to us for a licence we must confirm that they are who they say they are and that they hold the required qualifications. The initial information we have on an applicant is what they tell us in their application, which is why it is important that the form is completed correctly and submitted with the required supporting documentation. If it isn't we will reject the application.

We want to reduce the likelihood of this happening. Below is a list of common mistakes people make when applying for a licence. If you are about to apply for a licence, why not check your application against this list? You've nothing to lose and it might help avoid delays.

Common Mistakes:

1. The identity documents provided are not on our approved list, or too few documents are submitted.
2. The information on the application form doesn't match the information on the identity documents - for example, middle names have not been listed (*Question A4*), or the spelling and order of names is different (*Section A*).
3. The applicant has not selected a sector or has selected a different sector to the qualification they hold (*Question B1*).
4. The counter-signatory's details are incomplete - for example, their UK passport number has not been included (*Section C*).

5. The applicant's passport number is not filled in where the applicant has declared he or she has a current valid UK passport (*Questions D3 & D4*).
6. The applicant has not provided a photograph, or the photograph they have provided does not meet our requirements. These requirements are explained on pages 15-17 of the *How to fill in your SIA licence application form* booklet.
7. The criminal record information is not complete (*Section G*).
8. The payment details section has not been completed (*Section H*).
9. The applicant has not signed and dated the application form (*Question I1*).

The *How to fill in your SIA licence application form* booklet can be downloaded [from our website](#). We also provide an [example of a correctly completed application form](#).

[Back to top](#)

About This Newsletter

Disclaimer

All reasonable efforts have been made to ensure that the information contained in this communication is accurate at time of release.

[Back to top](#)

Unsubscribe / Subscribe

Your email address has been taken from our own mailing lists. Please be aware that your information is not shared with any organisations outside the Security Industry Authority. If you do not wish to receive further mailings please [click here](#).

If this newsletter has been forwarded to you and you would like to receive future editions directly, you can subscribe by entering your details into the [Sign Up For Information](#) form on our website.

[Back to top](#)

Copyright

The SIA logo is a certification mark owned by the Security Industry Authority and may not be used without express permission from the SIA.

[Back to top](#)

Security Industry Authority, PO Box 1293, Liverpool, L69 1AX
Phone 0844 892 1025 Fax 0844 892 0975 E-mail info@the-sia.org.uk
www.sia.homeoffice.gov.uk

GEN/09-10/02f

This e-mail has been sent from an un-monitored address - please do not reply.