

**Department of Public Safety Standards and Training
Memo**

Subject: OAR 259-060-0092 – Proposed Rule #7
Accreditation of Private Security Training Programs

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Issue: This proposed rule change reorganizes and clarifies the accreditation process for private security training programs.

The following revised language for OAR 259-060-0092 contains recommended additions (**bold and underlined**) and deletions (~~striketrough text~~).

259-060-0092

Accreditation of Private Security Training Programs

(1) An employer seeking accreditation of training programs pursuant to ORS 181.878(3) must submit:

- (a) A completed application on a form approved by the Department;
- (b) A course syllabus with an hour- breakdown of the course outline and training schedule;
- (c) A complete copy of the course curriculum; and
- (d) Any required fees.

(2) ~~Requests~~ **Applications** for accreditation that are determined by the ~~d~~**D**epartment to be incomplete or insufficient will be returned to the designated accreditation program manager and ~~E~~**E**xecutive ~~M~~**M**anager; with an explanation of the deficiency **Notice of Deficiency**.

~~(a) If the deficiency is not corrected within 21 days of the date of the letter, the request for accreditation will be administratively terminated.~~

~~(b a)~~ **The** provider must **correct deficiencies and** resubmit all required information; in accordance with subsection (1) of this section **rule** to reapply.

(b) If the deficiency is not corrected within 21 days of the date of the Notice of Deficiency, the request for accreditation will be administratively terminated.

(3) Upon approval of an application, a written accreditation agreement will be prepared. This agreement will not be valid until signed by the Department, the security service provider's executive manager, and the designated accreditation program manager who is responsible for the administration of the accredited program.

~~(3) The accredited program must be under the direction of a designated Accreditation Program Manager.~~

(4) The accreditation agreement must be renewed every two years in accordance with subsection (1) of this rule.

~~(a) **5** Certified Private Security Instructors must administer the delivery and instruction of the accredited curriculum; in accordance with OAR 259-060-0135.~~

~~(b) Training records must be maintained by the instructor pursuant to OAR 259-060-0095.~~

~~(4) A written accreditation agreement must be under the direction of a designated Accreditation Program Manager.~~

~~(a) The accreditation agreement will not be valid until signed by the Department's designee, the security service provider's executive manager and designated accreditation program manager.~~

~~(b) The accreditation agreement must be renewed every two years in accordance with subsection (1) of this section.~~

(5) **6 The Department may conduct periodic reviews of an accredited program **at its discretion or upon constituent request.****

(a) The review may consist of physical audits, or written questionnaires, **and the monitoring of training and testing processes during the delivery of accredited portions of a training program.**

~~(b) The Department, at its discretion, or upon constituent request, may monitor training and testing processes during the delivery of an accredited portion of the training program.~~

(e) **b During a review, the Department shall **will**, at **within** a reasonable **amount of** time, be given access to personnel training records to verify training received under **the an** accredited program.**

(~~6~~ **7**) The **An** accreditation agreement may be terminated for any of the following reasons:

(a) Any violation of the ~~Private Security Service Providers~~ Act or its **these** administrative rules;

(b) Failure to comply with the terms of the accreditation agreement; **or**

(c) At the discretion of the Department; or the service provider; with 14 days written notice.

(~~A~~ **8**) The executive manager, on behalf of the private security ~~service agency~~ **company, business or entity**, shall **will** have the right to appeal a proposed termination of an accreditation agreement. The appeal must be in writing **and** addressed to the Department.

(~~B~~ **9**) The Department may work with the ~~service provider~~ **company, business or entity** to correct any violation and continue the accreditation agreement upon a finding of good cause.

(~~7~~ **10**) Individuals or private security ~~service agencies~~ **companies, businesses or entities** that use another ~~service provider's~~ **company's, business's or entity's** accredited training program must also enter into an accreditation agreement with the Department before ~~utilizing~~ **using** the accredited program.
