



## PRIVATE SECURITY PROGRAM TEMPORARY RULES DURING COVID-19 PANDEMIC

Department of Public Safety Standards and Training / Private Security Certification & Licensing Program  
4190 Aumsville Hwy SE, Salem, OR 97317-8983 Phone: 503-378-8531 / Fax: 503-378-4600  
E-mail: [dpsst.security@state.or.us](mailto:dpsst.security@state.or.us) Website: <http://www.oregon.gov/dpsst/ps>

Attention Private Security Constituents, Managers and Employers:

On March 31, 2020, the Executive Committee approved temporary administrative rules to address the needs of private security constituents during the COVID-19 Pandemic.

The COVID-19 (Coronavirus) Emergency has impacted the ability for the Board's constituents to obtain basic and continuing education training. In some cases the emergency response orders have impacted access to fingerprinting services. The training and fingerprinting requirements are integral to the certification and licensure standards for each of the disciplines under the Board's regulation.

The temporary administrative rules have been identified as processes that need to be temporarily adjusted to assist our constituents with compliance of the both the Board's minimum standards and the state and federal emergency orders in effect during this unprecedented time. These temporary provisions focus on recognizing the current obstacles to accessing training but in no way remove or eliminate the completion of any minimum standards. All certifications, licenses and temporary work permits remain subject to denial, suspension, revocation and termination for a failure to meet, or a violation of, the Board's standards. Our staff will continue to process applications as received and send deficiency notices as required.

Private Security Professional Requirements for Certification:

The temporary rule change to OAR 259-060-0030 allows a DPSST employing licensed manager to issue a temporary work permit (COVID-19 Form PS-20) if the individual is unable to obtain fingerprints or the training\* required due to the pandemic. Please review the temporary rule prior to submission of COVID Form PS-20: <https://secure.sos.state.or.us/oard/viewSingleRule.action?ruleVrsnRsn=269077>

\*Armed provider applicants have some restrictions.

Private Security Armed Providers Requirements for Training:

The temporary rule change to OAR 259-060-0120 and OAR 259-060-0135 gives the department the authority to approve or deny an extension for the annual armed training for armed providers with written request from the constituent. Please review the temporary rules regarding annual armed training extensions prior to submitting a written request:

Professionals - <https://secure.sos.state.or.us/oard/viewSingleRule.action?ruleVrsnRsn=269123>

Instructors - <https://secure.sos.state.or.us/oard/viewSingleRule.action?ruleVrsnRsn=269124>

The temporary rules are recognized "band-aid" implemented to provide immediate piece of mind for private security constituents who are focused on providing private security services in their communities during the COVID state of emergency. We will continue to work with our Board during this emergency, and to ensure compliance with any future directives issued by the Governor or legislature.

Link to COVID-19 Form PS-20:

<https://www.oregon.gov/dpsst/PS/docs/COVID/PS20%20ONLINE%20Covid%202020.pdf>

If you have any questions, please feel free to e-mail the Program at [dpsst.security@state.or.us](mailto:dpsst.security@state.or.us) or call 503-378-8531



# TEMPORARY WORK PERMIT (TWP) 120 DAY

# COVID PS-20

Department of Public Safety Standards and Training (DPSST), Private Security Certification/Licensing Program  
4190 Aumsville Hwy SE Salem, OR 97317 Phone: (503)-378-8531 Fax: (503) 378-4600

**THIS COVID PS-20 IS ONLY TO BE USED IF FINGERPRINTS AND/OR TRAINING IS DELAYED\***

COMPLETED BY EMPLOYING LICENSED MANAGER

Issued to: \_\_\_\_\_

**Print Full Legal Name of Applicant**

**PSID number, if known**

Applicant is applying for the following certifications/licenses:

- Alarm Monitor Professional
- Executive Manager
- Unarmed Professional
- Event/Entertainment Professional
- Supervisory Manager
- Armed/Unarmed Professional Renewal Only\*\*

**ITEMS THAT ARE DELAYED:**

- FINGERPRINTS
- BASIC UNARMED COURSE (14HR)
- UNARMED RENEWAL COURSE (4HR)
- BASIC ALARM COURSE (12HR)
- ALARM RENEWAL COURSE (4HR)

STATE OF \_\_\_\_\_, COUNTY OF \_\_\_\_\_ SS.

**I SWEAR OR AFFIRM, UNDER PENALTY OF PERJURY, THAT:**

I am the employing licensed manager of the above listed applicant; and  
I am aware that the applicant has items that are delayed due to the state of emergency; and  
A copy of this permit will be included with a PS-1 or PS-21 and fees and will be mailed on or before the first day the applicant will perform private security services.

\*I understand the delayed item(s) must be completed prior to the expiration of this permit.

\*\*I understand the individual requesting an armed/unarmed Covid PS-20, must be in compliance with his/her annual armed training requirements to be eligible to hold this Covid PS-20.

**Print Employing Licensed Manager Name**

**PSID Number**

**Employing Manager Signature**

**Company Name/ ID number**

**\*\*Date Signed\*\***

**\*\*\*THIS PERMIT WILL EXPIRE 120 DAYS FROM THE EMPLOYING MANAGER SIGNATURE DATE\*\*\***

**RULES APPLIED TO THE ISSUANCE OF THIS COVID TEMPORARY WORK PERMIT**

BY SIGNING THIS COVID TEMPORARY WORK PERMIT (TWP), I AGREE TO THE FOLLOWING CONDITIONS OF THIS TWP:

- I MUST CARRY THIS TWP ON MY PERSON AT ALL TIMES WHILE PERFORMING PRIVATE SECURITY SERVICES;
- I UNDERSTAND THAT A TWP IS GRANTED AS A PRIVILEGE;
- I UNDERSTAND THAT THIS TWP IS ONLY AVAILABLE TO ME DUE TO THE STATE OF EMERGENCY;
- I UNDERSTAND THE DELAYED ITEM(S) REQUIRED FOR CERTIFICATION MUST BE SUBMITTED AND RECEIVED PRIOR TO THE EXPIRATION DATE OF THIS PERMIT.
- I UNDERSTAND THAT DPSST, IN THE INTEREST OF PUBLIC SAFETY, HAS ABSOLUTE DISCRETION TO TERMINATE, SUSPEND AND/OR REVOKE ANY TWP WITH WRITTEN NOTICE;
- I UNDERSTAND IF I LEAVE THE EMPLOYMENT OF THE ISSUING MANAGER, THIS TWP IS NULL AND VOID;
- I UNDERSTAND THIS TWP IS NOT TRANSFERABLE;
- I MUST DISPLAY THIS TWP TO ANYONE, UPON REASONABLE REQUEST;
- THIS TWP WILL EXPIRE 120 DAYS FROM THE SIGNATURE DATE OF THE EMPLOYING LICENSED MANAGER AND SHALL END UPON EXPIRATION OR NOTICE TO THE APPLICANT AND EMPLOYER THAT DPSST HAS TERMINATED, DENIED, REVOKED OR SUSPENDED MY APPLICATION PROCESS UNDER OREGON ADMINISTRATIVE RULE (OAR) 259-060-0030 OR 259-060-0120; AND
- ONLY ONE TWP PER APPLICANT IS ALLOWED, UNLESS APPROVED BY DPSST.

I acknowledge that I have read and understand the rules of this Covid Temporary Work Permit listed above.

**Signature of APPLICANT**

**Date**