



OFFICE OF REGULATORY SERVICES  
DEPARTMENT OF JUSTICE & COMMUNITY SAFETY

Xx xxxxxxxx  
Licensed ACT Security Master  
Add 1  
Add2

Dear Licensee

I am writing to you regarding the requirement for Security Masters to provide supporting evidence for applicants for a Security Employee licence.

Since 2009, the ACT Office of Regulatory Services has required all applicants for a security employee licence to provide evidence of employment or proposed employment by an ACT Security Master. I thank you for your support during this time. Unfortunately, there have been some occasions where the office has been unable to verify the validity of supporting information provided, particularly evidence of intention to work in the ACT. It is necessary for the Commissioner for Fair Trading to be satisfied that an individual will, or has already been, employed in the ACT before granting a Security Employee licence.

Consequently, all individuals applying for a Security Employee licence (including those applying for renewal) will be required to provide a statutory declaration signed by their prospective employer. A copy of this statutory declaration is attached. A person that applies without this declaration will not be granted a licence. I understand that you may have been providing your supporting information in other ways to the Commissioner. Unless you enter into a new, written agreement with the Commissioner for Fair Trading all people citing your master licence in support of their application will be refused a licence until a statutory declaration is provided. You should also be aware that you must not intentionally make a false statement in a statutory declaration. Section 11 of the *Statutory Declarations Act 1959 (Cth)* provides that the penalty for doing this is 4 years' imprisonment.

It is critical that the integrity of the security industry is maintained in the ACT and I thank you in advance for your support in this matter. If you wish to discuss the matter further please contact Josh Rynehart, Senior Manager Business and Industry Licensing on (02) 6205 3740.

Yours Sincerely

Danielle Krajina  
A/g Commissioner for Fair Trading  
July 2010

