



Rules of
Department of Public Safety
Division 75—Peace Officer Standards and
Training Program
Chapter 18—Corporate Security Advisor

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**Title 11—DEPARTMENT OF
PUBLIC SAFETY**

**Division 75—Peace Officer Standards
and Training Program**

Chapter 18—Corporate Security Advisor

**11 CSR 75-18.010 Procedure to Obtain a
Corporate Security Advisor License**

PURPOSE: This rule identifies the procedure and requirements to obtain corporate security advisor license pursuant to section 590.750, RSMo.

(1) To be eligible to apply for a corporate security advisor license, an applicant must satisfy the following minimum qualifications. The applicant shall be:

- (A) Twenty-five (25) years of age or older;
- (B) A United States citizen;
- (C) The holder of a valid high school diploma or its equivalent, as defined by 11 CSR 75-2.010; and
- (D) One (1) or more of the following:

1. A graduate of a state recognized basic law enforcement training program consisting of at least six hundred (600) hours of basic training described in 11 CSR 75-14; or

2. A graduate of a basic law enforcement training program consisting of at least one hundred twenty (120) hours of basic training described in 11 CSR 75-14, and having completed a minimum of ten (10) years of service as a commissioned peace officer; or

3. Formerly employed as a credentialed federal special agent.

(2) An applicant shall submit a corporate security advisor license application to the director on a form to be developed or adopted by the director.

(3) As a condition of eligibility to obtain a corporate security advisor license, the applicant shall provide documentation to the director (issued no more than ten (10) days prior to the date of application) from his/her intended corporate employer, indicating the corporate employer's intention to hire the applicant as a corporate security advisor. This documentation shall also include signed and notarized statements from a supervising representative of the intended corporate employer affirming—

(A) There are a minimum of one hundred fifty (150) full-time personnel currently employed by the intended corporate employer in locations in Missouri;

(B) The intended corporate employer is insured for liability in an amount not less than one (1) million dollars, and a statement that the applicant will be included in the pol-

icy as a named insured; and

(C) The employer's business is headquartered in Missouri or the applicant's employer conducts a substantial portion of its business in Missouri.

(4) An applicant shall submit verification of successfully completing a forty- (40-) hour corporate security advisor training program approved by the director pursuant to 11 CSR 75-18.020.

(5) The applicant shall submit to being fingerprinted in a manner approved by the Missouri State Highway Patrol pursuant to section 43.543, RSMo, to determine if the applicant has a criminal history record on file with the Missouri criminal records repository or the Federal Bureau of Investigation. The resulting criminal history record, including both open and closed records, shall be forwarded by the applicant to the director. The fee associated with being fingerprinted in this manner shall be the responsibility of the applicant.

(6) The director shall examine the qualifications of each applicant and determine whether the applicant has met all requirements for licensing or whether there is cause to deny the applicant pursuant to 11 CSR 75-18.070. The director may investigate or request any additional information from an applicant as the director deems necessary.

(7) The director may grant the corporate security advisor license or deny the applicant's request to be licensed. An applicant aggrieved by the decision of the director may appeal pursuant to 11 CSR 75-18.070.

(8) As a condition of initial and continued licensure, corporate security advisors shall provide a current address of record with the director.

AUTHORITY: section 590.750, RSMo Supp. 2014. Original rule filed Feb. 2, 2015, effective Sept. 30, 2015.*

**Original authority: 590.750, RSMo 2014.*

**11 CSR 75-18.020 Minimum Training
Requirements**

PURPOSE: This rule identifies the minimum training requirements for corporate security advisors.

(1) As a condition of licensure, corporate security advisor license applicants shall complete a training program consisting of at least forty (40) contact hours. This training pro-

gram shall, at a minimum, cover the following topics in the minimum time noted:

(A) Handgun safety, responsibility, liability, and qualification – 8 hours

(B) Missouri statutory laws related to detention of offenders by private citizens – 4 hours;

(C) Defensive tactics – 4 hours;

(D) Intermediate weapons – 4 hours;

(E) Basic first aid/CPR and AED use – 8 hours;

(F) Workplace violence response – 4 hours;

(G) Prevention of assaults and kidnapping – 4 hours; and

(H) Reduction of personal and corporate civil liability – 4 hours.

(2) For the handgun qualification portion of the training program, applicants shall successfully complete the same handgun qualification course administered during the basic law enforcement training course pursuant to 11 CSR 75-14.030 and 11 CSR 75-14.050.

(3) At the completion of the training program, applicants shall be tested for mastery of each subject area. A written or practical examination may test more than one (1) subject area simultaneously.

(4) Trainees shall be graded as follows:

(A) Mastery of firearms shall be tested by practical examination and scored on a numerical scale from zero (0) to one hundred (100). Supplemental written examinations are permitted, but the overall firearms score required for graduation pursuant to paragraph (5)(B)3. of this rule shall be based solely upon the practical examinations. The final grade of the firearms practical examination may, at the discretion of the training center director, be recorded as a pass or fail;

(B) Mastery of defensive tactics and any other training subject areas requiring a trainee to perform a demonstrative skill shall be tested by practical examination and may be graded on a numerical scale from zero (0) to one hundred (100) or on a pass/fail basis;

(C) Mastery of all other subject areas shall be tested by written or practical examination and shall be graded on a numerical scale from zero (0) to one hundred (100). Pass/fail grading is not permitted;

(D) A trainee who achieves less than seventy percent (70%) on any written examination may, at the discretion of the training center director, retake the examination one (1) time. The highest score that may be awarded on a retake examination is seventy percent (70%);

(E) A trainee who achieves a failing score



on an objective graded pass/fail basis may, at the discretion of the training center director, reattempt the objective one (1) time;

(F) A trainee who achieves less than seventy percent (70%) on the firearms practical examination may, at the discretion of the training center director, retake the practical examination one (1) time. The highest score that may be awarded on a retake examination is seventy percent (70%);

(G) The weighing of each exam in calculating a trainee's overall score shall be determined by the training center policy before the start of the training course; and

(H) The determination to grade an objective pass/fail shall be made before the start of the training course.

(5) To be eligible for graduation from a corporate security advisor training program, a trainee shall, at a minimum—

(A) Attend one hundred percent (100%) of the total contact hours of the corporate security advisor training program; and

(B) Achieve—

1. A score of no less than seventy percent (70%) on each written exam;

2. A passing score on each objective graded pass or fail; and

3. An overall firearms score of no less than seventy percent (70%).

(6) Only those basic training centers licensed pursuant to 11 CSR 75-14.010–14.080 and those Continuing Law Enforcement Education (CLEE) training providers licensed pursuant to 11 CSR 75-15.030, shall be approved to deliver the corporate security advisor training program.

(7) Any corporate security advisor license issued by fraud, misrepresentation, or mistake to a person not qualified to receive such license shall be subject to recall by the director. The director's determination to recall a license shall be subject to review only pursuant to section 536.150, RSMo.

AUTHORITY: section 590.750, RSMo Supp. 2014. Original rule filed Feb. 2, 2015, effective Sept. 30, 2015.*

**Original authority: 590.750, RSMo 2014.*

11 CSR 75-18.030 Continuing Education Requirements

PURPOSE: This rule identifies the continuing education requirements for corporate security advisors.

(1) As a condition of continued licensure, cor-

porate security advisors shall complete the same Continuing Law Enforcement Education (CLEE) training requirements as licensed peace officers pursuant to 11 CSR 75-15.010. However, corporate security advisors are not required to complete racial profiling training unless otherwise mandated by law. In addition, corporate security advisors shall be required to successfully complete an annual handgun qualification course. This handgun qualification course can only be offered by firearms instructors affiliated with basic training centers licensed pursuant to 11 CSR 75-14.010–14.080, and CLEE training providers licensed pursuant to 11 CSR 75-15.030.

(2) The continuing education reporting dates for corporate security advisors shall be same as it is for licensed peace officers pursuant to 11 CSR 75-15.010.

(3) At the conclusion of each continuing education reporting period, the director shall determine the compliance of each corporate security advisor pursuant to this rule. Each corporate security advisor shall be responsible for reporting and demonstrating continuing education compliance in methods approved by the director.

AUTHORITY: section 590.750, RSMo Supp. 2014. Original rule filed Feb. 2, 2015 effective Sept. 30, 2015.*

**Original authority: 590.750, RSMo 2014.*

11 CSR 75-18.040 Change of Employment Status

PURPOSE: This rule identifies when a corporate security advisor must report a change to his/her corporate security employment status.

(1) Corporate security advisors shall report changes of their corporate security employment status to the director, to include employment termination, on a form to be developed or adopted by the director. This change of corporate security employment status form shall be submitted to the director within thirty (30) days of the date of change.

(2) If the notification is to report a change of corporate security employer, to maintain licensure as a corporate security advisor, the licensee shall also provide within thirty (30) days of the date of change, signed and notarized statements from a supervising representative of the intended corporate employer affirming—

(A) There are a minimum of one hundred fifty (150) full-time personnel currently

employed by the intended corporate employer in locations in Missouri;

(B) The intended corporate employer is insured for liability in an amount not less than one (1) million dollars, and a statement that the applicant will be included in the policy as a named insured; and

(C) The employer's business is headquartered in Missouri or the applicant's employer conducts a substantial portion of its business in Missouri.

(3) The licensee shall submit to being re-fingerprinted in a manner approved by the Missouri State Highway Patrol pursuant to section 43.543, RSMo, to determine if the licensee has a criminal history record on file with the Missouri criminal records repository or the Federal Bureau of Investigation. The resulting criminal history record, including both open and closed records, shall be forwarded by the licensee to the director. The fee associated with being fingerprinted in this manner shall be the responsibility of the licensee.

AUTHORITY: section 590.750, RSMo Supp. 2014. Original rule filed Feb. 2, 2015, effective Sept. 30, 2015.*

**Original authority: 590.750, RSMo 2014.*

11 CSR 75-18.050 Inactivation and Expiration of Corporate Security Advisor Licenses

PURPOSE: This rule identifies when a corporate security officer license becomes inactive and expires.

(1) Corporate security advisor licenses shall become inactive after the licensee's last day of employment as a corporate security advisor and shall expire after five (5) consecutive years of inactivity.

AUTHORITY: section 590.750, RSMo Supp. 2014. Original rule filed Feb. 2, 2015, effective Sept. 30, 2015.*

**Original authority: 590.750, RSMo 2014.*

11 CSR 75-18.060 Cause to Discipline Corporate Security Advisor Licensee

PURPOSE: This rule identifies the causes of discipline for a corporate security advisor licensee.

(1) The director shall have cause to discipline any corporate security advisor licensee who—

(A) Is unable to perform the functions of a



corporate security advisor with reasonable competency or reasonable safety as a result of a mental condition, including alcohol or substance abuse;

(B) Tests positive for the presence of unlawful drugs;

(C) Has committed any criminal offense, whether or not a criminal charge has been filed;

(D) Has committed any act that involves moral turpitude or a reckless disregard for the safety of the public or any person;

(E) Has caused a material fact to be misrepresented for the purpose of obtaining or retaining a corporate security advisor license issued pursuant to 11 CSR 75-18.010;

(F) Has had a peace officer's license or security license revoked by any jurisdiction;

(G) Has violated a condition of any order of probation lawfully issued by the director; or

(H) Has violated a rule promulgated pursuant to section 590.750, RSMo.

(2) When the director has knowledge of cause to discipline a corporate security advisor pursuant to this rule, the director may cause a complaint to be filed with the administrative hearing commission, which shall conduct a hearing to determine whether the director has cause for discipline, and which shall issue findings of fact and conclusions of law on the matter. The Administrative Hearing Commission shall not consider the relative severity of the cause for discipline or any rehabilitation of the licensee or otherwise impinge upon the discretion of the director to determine appropriate discipline when cause exists pursuant to this section.

(3) Upon a finding by the Administrative Hearing Commission that cause to discipline exists, the director shall, within thirty (30) days, hold a hearing to determine the form of discipline to be imposed and thereafter shall probate, suspend, or permanently revoke the license at issue. If the licensee fails to appear at the director's hearing, this shall constitute a waiver of the right to such hearing.

(4) Notice of any hearing pursuant to this chapter or section may be made by certified mail to the licensee's address of record pursuant to 11 CSR 75-18.010(8). Proof of refusal of the licensee to accept delivery or the inability of postal authorities to deliver such certified mail shall be evidence that required notice has been given. Notice may be given by publication.

(5) Nothing contained in this section shall prevent a licensee from informally disposing

of a cause for discipline with the consent of the director by voluntarily surrendering a license or by voluntarily submitting to discipline. The voluntary surrender of a corporate security advisor's license shall be permanent.

(6) The provisions of chapter 621 and any amendments thereto shall apply to and govern the proceedings of the Administrative Hearing Commission and pursuant to this section the rights and duties of the parties involved.

AUTHORITY: section 590.750, RSMo Supp. 2014. Original rule filed Feb. 2, 2015, effective Sept. 30, 2015.*

**Original authority: 590.750, RSMo 2014.*

11 CSR 75-18.070 Cause to Deny Corporate Security Advisor License

PURPOSE: This rule identifies the causes to deny a corporate security advisor license.

(1) The director shall have cause to deny any application for a corporate security advisor license when the director has knowledge that would constitute cause to discipline the applicant if the applicant were licensed.

(2) When the director has knowledge of cause to deny an application pursuant to this section, the director may grant the application subject to probation or may deny the application. The director shall notify the applicant in writing of the reasons for such action and of the right to appeal pursuant to this section.

(3) Any applicant aggrieved by a decision of the director pursuant to this section may appeal within thirty (30) days to the Administrative Hearing Commission, which shall conduct a hearing to determine whether the director has cause for denial, and which shall issue findings of fact and conclusions of law on the matter. The Administrative Hearing Commission shall not consider the relative severity of the cause for denial or any rehabilitation of the applicant or otherwise impinge upon the discretion of the director to determine whether to grant the application subject to probation or deny the application when cause exists pursuant to this section. Failure to submit a written request for a hearing to the administrative hearing commission within thirty (30) days after a decision of the director pursuant to this rule shall constitute a waiver of the right to appeal such decision.

(4) Upon a finding by the Administrative Hearing Commission that cause for denial exists, the director shall not be bound by any

prior action on the matter and shall, within thirty (30) days, hold a hearing to determine whether to grant the license subject to probation or deny the application. If the licensee fails to appear at the director's hearing, this shall constitute a waiver of the right to such hearing.

(5) The provisions of chapter 621 and any amendments thereto shall apply to and govern the proceedings of the Administrative Hearing Commission pursuant to this section and the rights and duties of the parties involved.

AUTHORITY: section 590.750, RSMo Supp. 2014. Original rule filed Feb. 2, 2015, effective Sept. 30, 2015.*

**Original authority: 590.750, RSMo 2014.*