## 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 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.

(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.


*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 program 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 police 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%); and
   (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 calculat-
ing a trainee’s overall score shall be deter-
mined 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 cor-
porate security advisor training program, a
trainee shall, at a minimum—
(A) Attend one hundred percent (100%) of
the total contact hours of the corporate secu-
rity advisor training program; and
(B) Achieve—
1. A score of no less than seventy per-
cent (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 mis-
take to a person not qualified to receive such
license shall be subject to review by the direc-
tor. The director’s determination to recall a
license shall be subject to review only pur-
suant to section 536.150, RSMo.

*Original authority: 590.750, RSMo 2014.

11 CSR 75-18.030 Continuing Education
Requirements

PURPOSE: This rule identifies the continu-
ing 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 qualifica-
tion course can only be offered by firearms
instructors affiliated with basic training cen-
ters 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 edu-
cation 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.

*Original authority: 590.750, RSMo 2014.

11 CSR 75-18.040 Change of Employment
Status

PURPOSE: This rule identifies when a corpo-
rate security advisor must report a change to
his/her corporate security employment status.
(1) Corporate security advisors shall report
changes of their corporate security employ-
ment status to the director, to include employ-
ment 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 nota-
rized statements from a supervising represen-
tative 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 headquar-
tered in Missouri or the applicant’s employer
conducts a substantial portion of its business
in Missouri.

(3) The licensee shall submit to being re-fing-
gerprinted in a manner approved by the Mis-
souri 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 for-
warded by the licensee to the director. The
fee associated with being fingerprinted in this
manner shall be the responsibility of the
licensee.

*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 corpo-
rate security officer license becomes inac-
tive and expires.

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

*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
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.


*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 Director 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 Director 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 appropriate discipline when cause exists pursuant to this section.


*Original authority: 590.750, RSMo 2014.