### Rules of Banks of Police Commissioners

**Division 20—St. Louis Board of Police Commissioners**

**Chapter 2—Private Security Officers**

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Title 17—BOARDS OF POLICE COMMISSIONERS
Division 20—St. Louis Board of Police Commissioners
Chapter 2—Private Security Officers

17 CSR 20-2.010 Regulation and Licensing of Private Security Officers
(Rescinded July 11, 1988)


17 CSR 20-2.015 Administration and Command of the Private Security Section

PURPOSE: Under section 84.340, RSMo, the St. Louis, Missouri Board of Police Commissioners has the authority to regulate and license all private security personnel, serving or acting as such, in St. Louis. These rules establish procedures, training, requirements and license fees for those persons so employed in the security field.

(1) Board of Police Commissioners. The St. Louis Board of Police Commissioners (referred to as the board) is established by state statute and consists of five (5) members, four (4) of whom are appointed by the governor. The mayor of the City of St. Louis serves as ex officio. The board has sole charge and control of the metropolitan police department of the City of St. Louis and of the licensing, regulation and discipline of all private security officers, private watchmen and couriers in the City of St. Louis. Private detectives are licensed by the license collector's office of the City of St. Louis, not by the board of police commissioners. The board relegated that responsibility to the city license collector's office.

(2) Private Security Section. The private security section is responsible for the interviewing, investigating, processing, licensing, inspection and supervision of all persons working or acting as licensed security officers or any other variety of titles in the City of St. Louis. The private security section is further responsible for issuing and transferring all such licenses, for reinstatements, for periodic inspection of license holders, for liaison with all suppliers of security personnel in the city, for maintenance of a personnel file on all applicants in the City of St. Louis and for publishing, within the department, information of all terminations of employment of security personnel. The private security section also conducts background investigations on private detective/investigator applicants as requested by the license collector's office. The decision to issue a license is made by the license collector's office.

(3) Private Security Personnel. The St. Louis Metropolitan Police Department Private Security Program has three (3) distinct classifications of personnel. A definition of each classification is listed as follows:

(A) Private security officer. A person employed with certain police powers (as defined in 17 CSR 20-2.065) to protect life or property on or in designated premises. The private security officer's powers exist only within the established property owned or leased by the contracting employer and to incidents occurring on the premises. The private security officer may carry a firearm providing this individual is qualified (as defined in 17 CSR 20-2.055). Authorization to carry a firearm is designated on the badge/identification (ID) card. The private security officer, whether armed or unarmed, may carry a slapper, baton, nightstick, aerosol tear gas and handcuffs;

(B) Courier. A person employed to carry out the assignment of protecting and transporting property from one designated area to another. The person shall be in an approved military style uniform. The courier has no power of arrest. The courier may carry a firearm provided this individual is qualified (as defined in 17 CSR 20-2.055). Authorization to carry a firearm is designated on the badge/ID card; and

(C) Private watchman. A person employed without police powers and without authorization to carry weapons or protective devices. This individual will perform the tasks of observation and reporting on or in a licensed premise or designated area. This may include patrolling the public street. The private watchman has a distinctive grey, military uniform. The private watchman has no power of arrest. Note: Only the private security officer and private courier classifications will be permitted to hold two (2) licenses. Each classification is licensed separately and functions as a distinct entity. (This licensing does not include the private watchmen classification.)


*Original authority: 84.340, RSMo 1939

17 CSR 20-2.020 Qualifications
(Rescinded July 11, 1988)


17 CSR 20-2.025 Definitions

PURPOSE: This rule standardizes the common terms unique to the private security field. The definitions will be the accepted interpretation for these prescribed rules.

(1) Applicant—A person who applies for a private security license.

(2) Arrest—The authority to apprehend and detain individuals observed or suspected of committing a law violation.

(3) Badge/identification (ID) card—A card that is issued to security personnel bearing a picture of, and information about, the person to whom the card is issued.

(4) Cancellation—The inactivation of a license at the request of an employer.

(5) Designated area—The established property owned or leased to which a licensed security person is assigned by his/her employer or contracting company. The authority of a security person exists only within this designated area and applies only to incidents occurring within that area.

(6) Firearm—Gun double action .38 Special caliber revolver only.

(7) Hot pursuit—The pursuit of suspects for on-view felonies only.

(8) License—The document which is issued to each of the licensed security personnel by the board of police commissioners authorizing the holder to perform specific security duties in the City of St. Louis as designated by his/her license.

(9) Protective devices—The only approved instruments used for personal protection are slapper, baton, nightstick, aerosol tear gas and handcuffs.

(10) Revocation—The inactivating of a license by the board of police commissioners for just cause.
(11) Suspension—The temporary suspension of a license pending an administrative investigation determined by the board of police commissioners.

(12) Termination—The inactivating of a license through resignation, cancellation, expiration or revocation.

(13) Weapons—Instruments used as protective devices as listed in section (9), including a firearm, slapper, baton, nightstick, aerosol tear gas and handcuffs.

AUTHORITY: section 84.340, RSMo 1986.*

*Original authority: 84.340, RSMo 1939.

17 CSR 20-2.030 Personal Records
(Rescinded July 11, 1988)

AUTHORITY: section 84.340, RSMo 1978.

17 CSR 20-2.035 Licensing

PURPOSE: Under section 84.340, RSMo, the St. Louis, Missouri Board of Police Commissioners has the authority to regulate and license all private security personnel, serving, or acting as such, in St. Louis. These rules establish procedures, training requirements and license fees for those persons so employed in this industry.

(1) General Procedures. Each applicant must appear in person at the office of the private security section. Each applicant must complete an application form. S/he must provide all information requested in the application for a determination of his/her qualifications to hold a license as a private security officer. Each applicant must present a current letter (no older than ten (10) days) from the intended employer where the proposed employer states an intention to hire the applicant. Prior to an application being processed by the private security section, a criminal history inquiry will be made through the St. Louis Police Department’s computer terminal. If the inquiry reveals that the applicant has an open criminal arrest record, s/he will be required to obtain a certified final court disposition or a report from a circuit or prosecuting attorney. If the case is still open, the application process will not be completed until a final disposition is obtained. Police officers from other jurisdictions serving or acting as private security officers do not possess police powers at the location of their assignments in the City of St. Louis unless licensed by the board of police commissioners of the City of St. Louis.

(2) Standards. Each applicant for a license to work as a private security officer in the City of St. Louis shall meet the standards set by the board of police commissioners, which require that an applicant—
(A) Be a citizen of the United States or legal resident-alien permitted to work in this country;
(B) Be at least twenty-one (21) years of age;
(C) Be able to read, write and understand the English language;
(D) Meet physical and mental standards established by the board of police commissioners;
(E) Not be licensed as a private security officer and a private detective at the same time;
(F) Be capable of understanding and performing the duties and responsibilities of a licensed private security officer within the scope of departmental policies and procedures;
(G) Who has served time on active or reserve duty in any of the Armed Forces of the United States must be in possession of an Honorable Discharge or a General Discharge Under Honorable Conditions. An Undesirable Discharge, a Discharge Under Dishonorable Conditions or a Discharge Other than Honorable Conditions will disqualify the applicant;
(H) Be of good moral character;
(I) Have no felony convictions;
(J) Be able to pass a character investigation by this department;
(K) Satisfactorily complete the training program prescribed by the board of police commissioners;
(L) Pass a written examination based on the information given in the training course;
(M) Never have had a security license revoked by another jurisdiction for a criminal law violation;
(N) Not withhold any information which would determine fitness relevant to being licensed as a private security officer; and
(O) Be free of any type of chemical dependency.

(3) Issuance/Denial of License. When an applicant has successfully completed the requirements set by the board of police commissioners, the board will issue a license. An applicant may be denied a license for any of the following reasons:
(A) Failure to meet the standards in section (2);
(B) Falsifying information on any of the forms provided by the private security section to establish eligibility. Applicants who falsify those documents shall be ineligible to receive a private security officer license and cannot reapply for at least six (6) months from the date the false information was submitted;
(C) Failure to provide whatever additional information is deemed necessary in order to establish eligibility;
(D) The references, employment background records, or both, indicate a poor or unsatisfactory character or work record;
(E) Any facts or actions which make the applicant unsuitable or ineligible for licensing; and
(F) Resigned under investigation, resigned under charges or was discharged from the police force of the City of St. Louis.

(4) Notification of License Denial. Applicants and their employers, in event of license denial, will be given a written notification. Specific reasons will be given to an applicant who appears in person at the office of the private security section. Applicants may appeal, in writing, to the board of police commissioners within thirty (30) days of denial notification. The appeal should contain a brief rebuttal of the reasons for denial. The board of police commissioners will then notify the applicant, in writing, of its final decision in the matter.

(5) Restricted License. The board of police commissioners reserves the right to prohibit the holder of a license from carrying any firearms. Any such prohibition will be noted on his/her badge/identification (ID) card.

(6) Temporary License. If an applicant appears to meet the standards for licensing, the commander of the private security section may issue a temporary license. This permits the applicant to work until a formal license is issued by the board.

(A) While working under a temporary license the holder does not possess powers of arrest, search or seizure, and may not have a firearm or protective device upon or about his/her person.
(B) A holder of a temporary badge/ID card must wear the card at the breast of the outermost garment while on duty and must be attired in an approved military style uniform.
(C) A holder of a temporary license who transfers employment to another agency must return his/her temporary badge/ID card to the
private security section for issuance of a new badge/ID card.

(D) A holder of a temporary license must return the temporary badge/ID card to the private security section at the time the formal license is issued.

(7) Secondary Employment License. A secondary license may be approved by the board of police commissioners and issued by the private security section to a private security officer who—
(A) Works for a private entity (employer) and wants to take a second job working for a second private entity (employer); or
(B) Is licensed to a security agency and also desires to work in a secondary job for a private employer.
1. A second license will not be issued to allow a security officer to work at two (2) security agencies.
2. A private security officer desiring a second license must present a letter of permission from the first (primary) employer and a letter of intent to hire from the (secondary) employer; and
(C) A St. Louis Police Department computer inquiry will be made on each private security officer applying for a secondary license. If this inquiry reveals an open arrest record within the previous year, s/he will be required to obtain a certified copy of the final court disposition or a report from the circuit or prosecuting attorney. If the case is still open, the secondary license process will not be completed until final disposition is obtained.

(8) License Renewals. A private security officer’s license is valid for one (1) year from date of issue and it must be renewed in the month it expires.
(A) A St. Louis Police Department computer inquiry will be made on each private security officer renewing his/her license. If this inquiry reveals an open arrest record within the previous year, s/he will be required to obtain a certified copy of the final court disposition or a report from the circuit or prosecuting attorney. If the case is still open, the renewal process will not be completed until final disposition is obtained.
(B) A private security officer wishing to renew his/her license must report to the private security section in the month the license expires, bringing—
1. The license which is about to expire;
2. A letter from his/her employer requesting renewal;
3. Badge/ID card; and
4. The fee for the renewal.
(C) If firearms-qualified, the private security officer wishing to renew a license must schedule for requalification through an approved firearms course.
(D) A license not renewed during the month it was issued automatically expires unless the holder has applied to the commander of the private security section and received an extension of time.

(9) License Transfer. A license holder may work only for the company, agency or business entity named on the license. A license holder who changes employers must make sure that the new employer is named on the license. In order to transfer a license from one (1) employer to another, the license holder must appear in person at the private security section and—
(A) Bring a current dated letter (no more than ten (10) days prior to application) from the new employer, addressed to the board of police commissioners, outlining the duties of the new job and requesting the transfer of license;
(B) Bring in license and badge/ID card;
(C) Pay the fee established for processing transfers;
(D) Will receive a new badge/ID card and license to the new company; and
(E) A St. Louis Police Department computer inquiry will be made on each private security officer transferring his/her license. If this inquiry reveals an open arrest record within the previous year, s/he will be required to obtain a certified copy of the final court disposition or a report from the circuit or prosecuting attorney. If the case is still open, the transfer process will not be completed until final disposition is obtained.

(10) License Reinstatements. A licensed private security officer who resigns may apply for reinstatement of his/her license under the following requirements and procedures:
(A) Application must be made within three (3) months of the resignation date;
(B) The applicant must have resigned while his/her license was in good standing;
(C) The applicant must appear at the private security section with a currently dated letter from an employer requesting reinstatement;
(D) The applicant should pay the fee established for processing license reinstatements; and
(E) A St. Louis Police Department computer inquiry will be made on each private security officer reinstating his/her license. If this inquiry reveals an open arrest record within the previous year, s/he will be required to obtain a certified copy of the final court disposition or a report from the circuit or prosecuting attorney. If the case is still open, the reinstatement process will not be completed until final disposition is obtained.

AUTHORITY: section 84.340, RSMo 1986.

*Original authority: 84.340, RSMo 1939.
CITY OF ST. LOUIS AND ST. LOUIS COUNTY

PERSONAL HISTORY

PRIVATE SECURITY SECTIONS

INSTRUCTIONS

Read every question carefully and answer each question fully and accurately. An applicant may be disqualified from further processing if he makes a knowingly false statement of a material fact, practices or attempts to practice, any deception or fraud in his application. ALL ENTRIES, EXCEPT SIGNATURE, MUST BE PRINTED LEGIBLY WITH PEN AND INK. If space provided is not sufficient for complete answers, or you wish to furnish additional information, attach sheets of the same size as this application and number answers to correspond with questions.

Return this application within (30) days from the date of application. The application must be returned with the employer’s letter of request for licensing.

1. NAME

   Last                   First                   Middle

   List all other names you have used, aliases and maiden names.

2. PRESENT ADDRESS

   Street Number or P.O. Box

   Apt. #

   City                   State                   Zip Code

   How long have you lived at this address?_____

3. Give address for the past (3) years, if different from your present address.

   From    - To    Address                City    State

   ________________________________________________________________

   ________________________________________________________________

4. TELEPHONE: Home_________    Business_________

5. Age______    Date of Birth_____    Place of Birth____________________

   Mo.   Day   Yr.   City   State

6. Social Security Number______________________________

7. Height_______    Weight_________    Marital Status________________

8. Driver’s License Number__________________________    State__________

MPD FORM WTM-14 (R-4) 7/91
9. Are you a U.S. Citizen? Yes______ No______ Naturalized______

10. If naturalized: Date______________ Place______________ Number______________

11. Have you ever served on active duty in the Armed Services of the U.S.? Yes______ No______
   If yes, Branch______________ Dates________________________
   Type of Discharge________________________

12. While on active duty in the military service, was any type of disciplinary action taken against you?
   Yes______ No______

   Type of Disciplinary Action | Charge | Disposition
   __________________________ | ______ | __________________________

   IF ANY ACTIVE DUTY WAS COMPLETED (INCLUDING BASIC TRAINING) A DD-214 FORM INDICATING THE TYPE OF DISCHARGE MUST BE SUBMITTED WITH THE APPLICATION.

13. Have you ever been issued a license as a security officer or watchman? Yes______ No______
   From what jurisdiction?______________________________________

14. Has a security license issued to you ever been SUSPENDED by another jurisdiction?
   Yes______ No______

15. Have you ever resigned while under investigation from any police force or security agency?
   Yes______ No______

16. Have you ever been treated for a nervous or psychiatric condition or confined to a mental institution for treatment? Yes______ No______

17. Do you use, or have you ever used any type of narcotic drugs illegally without a doctor's prescription?
   Yes______ No______
   If yes, give details_________________________________________

18. Do you use intoxicating liquor? Yes______ No______ Occasionally______ Moderately______
   Excessively______

19. Give the names of three (3) reliable persons other than relatives or your past employers, who know you well enough to give information about you.

   NAME | ADDRESS | TELEPHONE
   ________________ | ________________ | ________________
   ________________ | ________________ | ________________
   ________________ | ________________ | ________________

20. Have you ever been convicted of a FELONY? Yes______ No______
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<th>NAME AND ADDRESS OF EMPLOYER</th>
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<th>POSITION KIND OF WORK</th>
<th>REASON FOR LEAVING</th>
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IF YOU DO NOT HAVE SUFFICIENT SPACE, ATTACH AN ADDITIONAL SHEET AND CONTINUE ON.

SIGNATURE OF APPLICANT:

Interviewer:

Referring Agency:

Background Investigator: __________________________ Date ____________
21. Have you ever been convicted of a MISDEMEANOR? Yes______ No______

22. Have you ever been convicted of a CITY OR COUNTY ORDINANCE VIOLATION?
    Yes______ No______

23. List any records of ARRESTS from any City, County or State.

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24. Do you have any OPEN arrest charges of any kind PENDING against you in which a final court disposition has not been given.
    Yes______ No______ If yes, indicate what charges and where the charges are pending.

CHARGE

WHERE

IF THE APPLICANT HAS AN OPEN CRIMINAL ARREST RECORD HE/SHE WILL BE REQUIRED TO OBTAIN A CERTIFIED FINAL COURT DISPOSITION OR A REPORT FROM THE PROSECUTING ATTORNEY’S OFFICE, BEFORE ISSUANCE OF A TEMPORARY LICENSE AND APPLICATION PROCESSING.

ANY INTENTIONAL NEGLECT OF LISTING ANY ARREST RECORD WILL BE CONSIDERED BASIS FOR POSSIBLE DENIAL OF YOUR APPLICATION FOR LICENSING.

Additional Information:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

25. List on the following page your complete work history for the past five years, starting with your present employment, working backward. List any periods of unemployment, include all part-time employment. Applicants without a five year employment history should include employment from the date of last attendance at high school to the present date.
17 CSR 20-2.040 Watchman Training Class Attendance
(Rescinded July 11, 1988)


17 CSR 20-2.045 Personnel Records and Fees

PURPOSE: This rule indicates which records must be maintained for licensed security personnel and the establishment of fees.

(1) Personnel Records. The private security section will maintain the personal records of each license holder. This record and all information pertaining to the individual shall be the property of the private security section. Applicants and license holders are personally responsible for immediately notifying the private security section of any change in name, address, telephone number or employer.

(2) Fees. The board of police commissioners will establish, from time-to-time, a set of fees for various services provided by the private security section. The schedule of fees is posted in the private security section office. Fees are not returnable, except on the day they are paid.

17 CSR 20-2.050 Written Examination
(Rescinded July 11, 1988)


*Original authority: 84.340, RSMo 1939.

17 CSR 20-2.055 Training
PURPOSE: This rule requires candidates for licensing to attend training classes. Applicants who have been approved for licensing by the board of police commissioners are required to attend and complete a program of basic training.

(1) Exemptions. Applicants with prior law enforcement experience or accepted training shall be required to successfully complete only the firearms qualification.

(2) Length and Content. The training period consists of three (3) days. Within that period, seven (7) hours are devoted to firearms training, responsibility and liability. Classroom activities consist of selected police subjects and departmental regulations.

(3) Absences. Candidates for licensing who remain away unexcused from any class sessions may be disqualified or required to arrange attendance at a future class.

(4) Final Test. Each applicant must take a written test on the subject matter presented in class and must attain a passing score of at least seventy percent (70%).

(A) Applicants who fail to achieve a seventy percent (70%) score will be allowed to take one (1) make-up test.

(B) A second failure will cause the applicant to be disqualified for licensing for a one (1)-year period from the date of the second examination. After this period, the applicant may reapply for licensing.

(5) Firearms Qualification. On the firing range, an applicant must display the ability to safely and properly handle his/her revolver and must achieve a score at or above the standard established by the board of police commissioners.

(A) An applicant who displays an inability to handle a revolver safely and properly will be disqualified from carrying a sidearm.

(B) An applicant who does not attain the minimum score on the firing range will be given two (2) additional opportunities to qualify. The retest time will be determined by the department armorer.

(6) Unarmed Private Security Officer License. An applicant who does not wish to have an armed license or who cannot attain the minimum required score on the firing range may be issued a restricted license allowing him/her to work as an unarmed licensed private security officer.

(7) Training Fee. A nonrefundable training fee established by the board of police commissioners must be paid before an applicant is enrolled in a training session.

(8) Oath. Prior to issuance of his/her license, the applicant must swear to uphold the following:

I DO SOLEMNLY SWEAR that I am a citizen of the United States, or a legal resident alien, that I will faithfully support the Constitution of the United States, the Constitution and Laws of the State of Missouri, and the Charter and City Ordinances of the City of St. Louis; that I have never been discharged from the police force of the City of St. Louis; that I have never been convicted of a felony; that I have no physical or mental disability or habit that disqualifies me from performing the duties of a Private Security Officer; that I will wear such dress, badge/ID card or emblem as the Board of Police Commissioners from time-to-time may designate; that I will, to the best of my skill and ability, diligently and faithfully, without partiality or prejudice, discharge my duties according to the Constitution and Laws of the State of Missouri and Charter and Ordinances of the City of St. Louis; that I will strictly obey all lawful orders and regulations of the Board of Police Commissioners of the City of St. Louis, the Chief of Police, or any officer placed by them over me; that I will not cease to perform my duties until my resignation is accepted by the Board of Police Commissioners; that I will not become a member of, or affiliate myself with, any organization of any kind or character whatsoever, membership which will or may impose upon me obligations inconsistent with the full performance of my duties as a Private Security Officer, or inconsistent with the oath herein taken to carry out the orders of the Board of Police Commissioners and to comply with its lawful orders, rules and regulations, or which will or may, in any degree interfere with the performance of my duties as a licensed security officer.


*Original authority: 84.340, RSMo 1939.

17 CSR 20-2.060 Watchman Equipment
(Rescinded July 11, 1988)


17 CSR 20-2.065 Authority

PURPOSE: This rule establishes the arrest powers of a licensed security officer. These powers are in effect only while the licensed security officer is in the area designated by
his/her employer and during the time s/he is assigned to work.

(1) Authority. Private security officers have the authority to make an arrest and to search for and seize evidence in connection with the arrest, at the location and during the time of their assignments, under the same conditions as members of the police force of the City of St. Louis—

(A) In all instances of felonies, misdemeanors and city ordinance violations committed in the presence of the officer;
(B) During an attempt to commit a felony or misdemeanor;
(C) For an offense not committed in the presence or view of the security officer when s/he has probable cause to believe that the offense was committed by the person s/he is arresting; and,
(D) Off his/her licensed premises when in hot pursuit for an on-view felony is involved. (An on-view felony offense is an offense the security officer sees committed.)
(E) The authority granted private security officers is limited to designated areas only, and does not include such services as bodyguard, escort, process servers or investigative service for lawyers engaged in criminal or civil activity. Operators of security agencies engaged in security service should be aware of these restrictions and the consequences of a violation. Involvement in those activities could result in the suspension or revocation of the private security officer’s license by the board of police commissioners.

(2) Arrests. An arrest is made by the actual arrest of the defendant or by his/her submission to the authority of the private security officer.

(A) No more force is to be used than necessary for overcoming resistance and only the minimum force necessary to effect an arrest is permissible.
(B) The arrest authority for private security officers is established by the board of police commissioners under section 84.340, RSMo granting the board authority to regulate and license all private security personnel.

AUTHORITY: section 84.340, RSMo 1986.*
*Original authority: 84.340, RSMo 1939.

17 CSR 20-2.070 Watchman License
(Rescinded July 11, 1988)


17 CSR 20-2.075 Duties

PURPOSE: Private security officers are expected to perform certain duties. They have responsibilities to their employers as well as the citizens of St. Louis. The private security officer also has the duty to assist and cooperate with the St. Louis police officers.

(1) Duties. It is the duty of every licensed security officer to—

(A) Observe and obey these regulations and to obey all lawful orders of any commissioned St. Louis police officer in all matters involving the need for police services;
(B) Assist St. Louis police officers in preserving the peace or in taking other action as may be necessary to effect an arrest at the location and during the time of his/her assignment;
(C) Cooperate with St. Louis police officers in the performance of their duties.

1. Participation by licensed private security officers, on or off duty, in police action where police officers are on the scene shall be limited to identifying themselves to the officer(s) and offering assistance.
2. The judgement of the officer(s) shall prevail in any situation where police are present. They are responsible for the proper handling and reporting of the incident in accordance with departmental policies.
3. Failure to cooperate with a St. Louis police officer may be cause for disciplinary action against a licensed private security officer.
4. Failure to assist a law enforcement agency or to aid in prosecution of a crime may be cause for disciplinary action against a licensed private security officer; and

(D) Notify the St. Louis Police Department when an arrest has been made by the private security officer, to furnish all pertinent facts and evidence to any police officer(s) and to surrender to the officer(s) custody of any prisoner. A report of the incident will then be made by the police in the same manner as in other arrests.

AUTHORITY: section 84.340, RSMo 1986.*
*Original authority: 84.340, RSMo 1939.

17 CSR 20-2.080 Watchman’s Badge
(Rescinded July 11, 1988)


17 CSR 20-2.085 Uniforms

PURPOSE: The St. Louis Board of Police Commissioners may prescribe, by regulation, the uniforms to be worn by licensed security officers.

(1) The board of police commissioners ruled that by January 1, 1990 no private security uniforms will resemble those of the St. Louis police officers. The light blue shirt with dark blue jacket and trousers will not be duplicating. In addition a company shoulder patch will be mandatory on all shirts, coats and jackets of private security personnel.

(2) All private security officers should be aware of the following guidelines:

(A) All private security officers are required to wear a uniform which, at a minimum, shall consist of trousers or skirt, shirt or blouse, and uniform cap;
(B) All couriers wearing blue uniform trousers, skirts, shirts and jackets similar to those worn by the St. Louis Police Department must have their company shoulder patch affixed to either the left or right sleeve, approximately one inch (1”) below the shoulder seam, clearly distinguishing them from a St. Louis police officer;
(C) The badge/identification (ID) card issued by the private security section of the St. Louis Metropolitan Police Department will be worn on the breast of the outermost garment while on duty and performing a bona fide security function for an employer;
(D) Security personnel may wear a company badge or emblem as devised by their employer. These badges and emblems bear the name of the employer and identify the individual as a private security officer. The name police will not be used on the badge or emblem;
(E) A company shoulder patch may be worn on either the right or left sleeve approximately one inch (1”) below the shoulder seam;
(F) No buttons, insignia or decoration which are marked in any way with the St. Louis Metropolitan Police Department imprint may be worn by a licensed private security officer; and
(G) The use of company vehicles for security purposes must conform with the established rules governed under city ordinance. The name police will not be displayed on the vehicles.

(3) Exemption From Wearing Uniform. In rare instances, the board of police commissioners may exempt a licensed private security officer, upon written application by his/her employer, from the wearing of a uniform, the insignia, or both, provided by the board. This exemption may be granted upon a showing in writing by the employer that the wearing of the uniform or insignia hinders the efficient performance of security duties by the employee.

(A) All letters requesting exemption from the wearing of a uniform or insignia, including proof of need, shall be addressed to the commander, private security section by his/her employer.

(B) A uniform exemption identification will expire on the same date as the holder’s license expires. To renew the exemption, a new letter of request shall be submitted to the commander of the private security section by his/her employer.

(C) No exemption will be granted for a licensed courier or watchman.

(4) Uniform Exemption Conduct. Each licensed private security officer receiving exemption from the requirement of wearing a uniform, during the period of the exemption, may perform his/her duties, armed or unarmed, as specified in the ID card. If armed, s/he possesses the privilege granted uniformed private security officers of carrying an authorized loaded firearm on his/her person while traveling in either direction between place of residence and place of assignment by the most direct route. The same time limitation of one (1) hour is to be observed. The ID card granting the exemption must be carried by security personnel while on duty. Violation of any of these provisions renders the offender subject to penalties which can include license revocation.


*Original authority: 84.340, RSMo 1939.

17 CSR 20-2.095 Watchman Identification
(Rescinded July 11, 1988)


17 CSR 20-2.095 Equipment

PURPOSE: The St. Louis Board of Police Commissioners issues equipment to the licensed private security officers. This equipment remains the property of the police department and the private security officer is responsible for its maintenance and care.

(1) Equipment Issue. At the conclusion of the training period and upon final approval by the board of police commissioners, each private security officer shall receive from the private security section one (1) badge/identification (ID) card, one (1) license and one (1) security officer’s manual. These items are and remain departmental property. They must be returned to the private security section by any private security officer who resigns, is suspended or has his/her license revoked.

(2) Equipment Responsibility. Each licensee deposits a fee for the department-issued badge/ID card and license. The fee is refundable to any security officer when his/her period of service ends, provided that the license is not revoked. During employment it is the responsibility of the security officer to care for and safeguard this departmental property.

(A) After the cost has been determined, all issued items of departmental property lost, stolen, damaged or destroyed must be replaced by the licensee.

(B) The loss of any item must be immediately reported to the private security section. No formal police report is required. The private security officer then becomes responsible for appearing at the private security section to obtain and pay for a replacement.

(C) Careless handling of departmental property may be subject to disciplinary action.

(3) Badge/ID Card. The badge/ID card which is issued by the private security section to a licensed private security officer is an easily recognized symbol of authority and responsibility.

(A) The badge/ID card, which is stamped with an issue date and an expiration date, also will state whether the holder may be armed or must work unarmed.

(B) This badge/ID card must be worn over the breast on the outermost garment. It must be returned to the private security section upon resignation, suspension or revocation of the license.

(C) Tampering, defacing or altering of this card is subject to disciplinary action or revocation.


*Original authority: 84.340, RSMo 1939.

17 CSR 20-2.100 Authority of Licensed Security Officers
(Rescinded July 11, 1988)


17 CSR 20-2.105 Weapons

PURPOSE: The St. Louis Board of Police Commissioners authorizes a private security officer to carry a firearm in the performance of his/her duties. There are limitations and responsibilities as indicated.

(1) Limitations On Carrying Weapon. A private security officer licensed by the St. Louis Board of Police Commissioners may be permitted to carry on his/her person an authorized firearm while traveling in either direction by the most direct route (without deviation and/or not to exceed one (1) hour) between his/her residence and place of assignment provided s/he is—

(A) In uniform;

(B) Firearms-qualified; and

(C) Wearing a valid badge/identification card issued by this department.

(2) Private security officers who are authorized to carry their firearms to and from their place of residence have no authority to use their firearms during that travel period.

(3) The authorization to carry a firearm may be revoked if a private security officer discharges or uses his/her revolver and it is determined to be unjustified. Each incident will be decided on a case-by-case basis with the circumstances surrounding the use being the primary factors under consideration.

(4) Inspection and Registration. All firearms used by private security officers must be inspected by the department armorer and must be registered and on file in the private security section.
(A) Only one (1) approved firearm may be carried on duty.

(B) Private security officers must carry double action .38 Special caliber revolvers. The carrying of any other caliber weapon, including automatics, derringers, .357 Magnums and shotguns is prohibited.

(C) The firearm shall be exposed and worn on a belt at the waist. No other methods, such as a shoulder holster, ankle holster, shall be permitted in uniform.

(D) The firearm shall be worn on a belt at the waist. No other methods, such as a shoulder holster, ankle holster, shall be permitted for uniform-exempt status.

(E) Private security officers are required to annually requalify with their firearms during the month of license renewal.

(5) Discharge of Firearms. A private security officer may not discharge a firearm in the performance of his/her duties (other than for practice or training at a firing range or similar authorized location) except when—

(A) Reasonably necessary to protect him/herself or another from death or serious bodily harm; or

(B) A suspect resists to a degree that poses a threat to the life or body safety of the private security officer or others.

(6) Shots Fired Report. Upon firing his/her weapon, a private security officer, using force to make an arrest, shall notify the nearest police district and have an official police report prepared. The reporting officer will see that a copy of the police report is forwarded to the commander of the private security section.

(7) Safety First Rules for Gun Handling. The licensed private security officer is responsible at all times for his/her weapon whether in or out of his/her possession. The following rules must be learned and obeyed:

(A) All weapons must be treated with the caution and respect due a loaded gun. Most accidents occur with a weapon thought to be unloaded;

(B) The weapon should be checked for ammunition each time it is handled;

(C) The barrel and action must be clear of obstruction before using the weapon;

(D) The weapon must be kept in good working condition;

(E) The weapon should not be drawn or pointed at any person unless the situation justifies that action;

(F) When the weapon is unattended, it must be safe from children and curious people; and

(G) Ammunition carried on duty must be new factory-service ammunition. No reloads or wad cutter ammunition is permitted.

(8) Nonlethal Weapons. Private security officers may only carry the following nonlethal defensive weapons or equipment:

(A) Leather pocket baton or slapper;

(B) Aerosol tear gas dispenser;

(C) Baton or night stick; and

(D) Handcuffs.


*Original authority: 84.340, RSMo 1939.*

17 CSR 20-2.110 Watchman Duties

(Rescinded July 11, 1988)


**PURPOSE:** The St. Louis Board of Police Commissioners has delegated to the members of the St. Louis Metropolitan Police Department the responsibility for the inspection of licensed security officers.

(1) Standards of Conduct. Private security officers are required to conduct themselves at all times in a manner reflecting the highest standards of professional behavior. Any conduct on the part of a private security officer which, in the judgment of a commissioned officer of this department, may be harmful to the good order, discipline or reputation of this department, or which may involve the integrity of this department, may be punished by oral or written reprimand, suspension for a designated period of time or permanent revocation of license.

(2) Field Inspections. All private security officers are subject to inspection by officers from the St. Louis Metropolitan Police Department. The purpose of this inspection is to ensure that the license holder is in compliance with the provisions of this rule. This inspection will determine that the license holder—

(A) Has in his/her possession a proper badge/identification (ID) card issued by the St. Louis Board of Police Commissioners;

(B) Is wearing a full uniform when carrying an exposed firearm; and;

(C) Has not disregarded or deviated from the manual.

(3) Failure to Cooperate. Failure by any license holder to cooperate with a commissioned member of the St. Louis Police Department in the inspection procedures will constitute grounds for disciplinary action.

(4) Arrest of License Holder. During an inspection, if a license holder has been arrested for a felony, a misdemeanor or an infraction involving moral turpitude or license violation, the holder's badge/ID card will be seized and forwarded to the private security section of the St. Louis Police Department with a copy of the arrest report. The license holder is to be informed that s/he is suspended and not to continue to work until the matter is resolved by the private security section. If arrested for a felony violation, a formal suspension number will be obtained in the normal manner. The private security section will conduct any necessary investigation or make notification to the jurisdictional agency.


*Original authority: 84.340, RSMo 1939.*

17 CSR 20-2.115 Field Inspection

**PURPOSE:** The St. Louis Board of Police Commissioners has established rules of conduct and the procedures for the investigation of and the discipline for breaches of these rules.

(1) Complaints. Investigation of complaints against a licensed private security officer will be handled by the private security section. The results of the investigation will be forwarded in the form of a report with recommendations through the chain of command to the board of police commissioners. The
board will render a judgment concerning disciplinary action. The individual concerned and his/her employer will be informed by the private security section of all decisions made by the board of police commissioners.

(2) Reprimands. In instances of misconduct not sufficiently serious to merit suspension or revocation of a license, the license holder may be reprimanded orally or in writing. Any violation of the provisions in these rules may be grounds for a reprimand. Reprimands will be a factor considered upon a licensee’s application for a renewal of license or upon the occasion of any later disciplinary action. There is no appeal from a reprimand.

(3) Suspension. In instances where a private security officer is arrested for a felony, the commander or watch commander of the district or any officer acting in that capacity will suspend the private security officer.

(A) In instances where a private security officer is arrested for a crime or ordinance violation, not a felony, and depending on the situation, the commander or watch commander of the district or any officers acting in that capacity has the choice of suspending the private security officer or contacting the commander of the private security section, who will determine whether or not the private security officer is to be suspended. If unable to contact the commander of the private security section, the report of the incident will be forwarded to the private security section at the earliest opportunity.

(B) Whenever a licensed private security officer is suspended, it will be required that the private security officer surrender his/her badge/ID card until a decision is made for its return by the commander of the private security section or a disposition is rendered by the board of police commissioners.

(C) Where no warrant is issued or no cause for discipline is apparent, or both, the private security officer’s return to duty is to be determined by the commander of the private security section.

(4) Revocations. A license may be revoked by order of the board of police commissioners for any violations of the rules.

(5) Notification/Appeal. Whenever the license of a private security officer is suspended or revoked by the board of police commissioners, the private security section shall notify the licensee in writing of the action. The licensee shall have ten (10) days from the date of posting notice to request a review of the disciplinary action. The request shall be directed in writing to the commander of the private security section. The request shall state additional supporting facts in his/her defense, or rebuttal of the board of police commissioner’s decision, or both.

(A) The commander of the private security section may meet with the licensee and discuss his/her request for review, shall conduct a further investigation of the disciplinary case, or both.

(B) The commander, within thirty (30) days of appeal, shall render a decision affirming or reversing the original disciplinary action. The commander shall then send his/her decision and report to the board of police commissioners for final action.

(C) Judgments and decisions of the board concerning appeals in disciplinary matters are final.

(6) Disciplinary Action, Punishment, or Both.

(A) The board of police commissioners retains final authority in all disciplinary matters, including reinstruction, verbal reprimand, written reprimand, suspension and revocation.

(B) Licensed security personnel, whether on or off duty, are subject to disciplinary action for violations of these rules. Offenses may include, but not be limited to, the following:

1. Conviction of a felony, misdemeanor or city ordinance;
2. Intoxication or drinking on duty;
3. Possession or illegal use of narcotic or pot for drugs (controlled substance);
4. Assumption of police authority when not on duty;
5. Conduct contrary to the public peace and welfare;
6. Interference with any police officer engaged in the performance of his/her duties;
7. Overbearing or oppressive conduct during the performance of duty;
8. Failure to obey a reasonable order by an officer of the St. Louis Metropolitan Police Department;
9. Any conduct or actions which might jeopardize the reputation or integrity of the St. Louis Metropolitan Police Department or its members;
10. Failure to comply with the restrictions of a firearm, while traveling in either direction, without deviation between their residences and places of assignment by the most direct route (not to exceed one hour);
11. Carrying any weapon other than a .38 Special caliber revolver while performing the duties of a private security officer;
12. Failure to have a weapon inspected by the department armorer or not having a record of this weapon on file with the private security section, or both;
13. Carrying more than one (1) authorized revolver on duty;
14. Failure to wear a valid badge/ID card issued by this department on the breast of the outermost garment of security uniform, while on duty;
15. Failure to have in possession a badge/ID card or uniform exemption letter while working in civilian attire;
16. Serving or acting as a licensed private security officer for any agency or other business entity other than the one listed on his/her badge/ID card;
17. Failure to conform to uniform requirements;
18. Working as a licensed security person while under suspension;
19. Carrying a firearm concealed or otherwise in civilian attire without a uniform exemption letter or not actually engaged in providing a bona fide security function at the time, or both;
20. Carrying or using a firearm while performing the duties of a licensed private security officer when not firearms qualified;
21. Any conduct constituting a breach of security or confidence;
22. Neglect of duty;
23. Failure to notify the private security section when and if arrested on any charge;
24. Failure to aid in prosecution;
25. Defacing or altering the badge/ID card; and
26. Carrying unauthorized nonlethal weapons or protective devices, or both.

(7) Categories of Discipline. The board of police commissioners retains final authority in all disciplinary matters, including reinstruction and firearms training, verbal reprimand, written reprimand, suspension and revocation. Judgments and decisions of the board are final.

(8) When a license is ordered revoked by the board of police commissioners, the badge/ID deposit fee will be forfeited to the board. Licensed private security officers who are under investigation by this department for any alleged violations of any rules will be allowed the discretionary resignation of their commission and in these instances will have the badge/ID deposit fee refunded, provided all department-issued equipment is surrendered in the private security section.

(9) Individuals who resign while under investigation will not be considered for a license in the future.
17 CSR 20-2.130 Uniform
(Rescinded July 11, 1988)


17 CSR 20-2.135 Drug Testing

PURPOSE: By regulation, the St. Louis Board of Police Commissioners shall prescribe all individuals who apply for a certification as an armed officer or who wish to renew certification as an armed courier to submit to drug testing.

(A) Any individual seeking certification as an armed security officer or any individual seeking reinstatement of certification, shall submit to urinalysis testing before certification is granted, renewed or reinstated. Testing shall be for the purpose of determining the presence or absence of illegal drugs. Refusal to comply with this requirement shall result in the denial of certification, renewal of certification or reinstatement of certification.

(B) The results of an individual’s urinalysis test are positive, that is indicative of the presence of illegal drugs in the sample, the following penalties shall apply:

1. If the individual is an applicant for initial certification, s/he shall be denied certification and shall not be permitted to reapply for a period of one (1) year;
2. If the individual is an applicant for renewal of certification, his/her certification shall be suspended and shall not be renewed for a period of one (1) year; and
3. If the individual is an applicant for reinstatement of certification, reinstatement shall be denied for a period of one (1) year.

(C) Urinalysis testing pursuant to this rule shall consist of a drug screen test and, if the test results are positive, a confirmatory test. The drug screen test shall be the Enzyme Multiplied Immunoassay Test (EMIT) which detects the following:
1. Marijuana (Cannabinoids THC);
2. Phencyclidine (PCP);
3. Amphetamines;
4. Barbiturates;
5. Cocaine;
6. Propoxyphene;
7. Opiates;
8. Benzodiazepines; and

(D) The confirmatory testing method to be used shall be Gas Chromatography Mass Spectroscopy (GCMS). No applicant shall be denied certification, renewal of certification or reinstatement of certification on the basis of a positive result on the EMIT test, unless that result is first confirmed by GCMS.

(E) Samples for urinalysis testing shall be taken at the times and locations designated by the St. Louis Board of Police Commissioners for this purpose. Samples shall be analyzed at a laboratory facility designated by the St. Louis Board of Police Commissioners.

(F) The expense of the drug test shall be borne by the individual requesting armed certification or renewal as an armed security officer. All expenses associated with urinalysis testing shall be borne by the individual seeking certification, or reinstatement of certification as an armed security officer.

(G) The board of police commissioners or its designee reserves the right to approve any laboratory facility designated by the St. Louis Board of Police Commissioners.

(H) Any request made by an applicant for the purpose of contesting the results of the analysis performed pursuant to subsections (1)(C)–(E) of this rule. The expenses of any analysis made by an applicant for the purpose of contesting the results shall be borne entirely by the applicant; and

(I) All laboratory results must be the signature of an authorized representative of the testing facility.

(J) Laboratory results must be delivered via the United States mail, postage prepaid, to the Metropolitan Police Department, Private Security Section.

(K) The laboratory/collection site must have a litigation package which includes records that show:
1. Chain of custody;
2. Collaboration file;
3. Screen results;
4. Confirmation results; and
5. Chromatograms; and

(L) The board of police commissioners or its designee reserves the right to approve any laboratory service, process, laboratory or procedure regarding drug testing procedures before any results will be recognized for the purposes of this rule.

AUTHORITY: section 84.340, RSMo 1986.*
Original rule filed April 16, 1990, effective

*Original authority: 84.340, RSMo 1939.

17 CSR 20-2.140 Appearance of Licensed Watchman
(Rescinded July 11, 1988)


17 CSR 20-2.150 Conduct
(Rescinded July 11, 1988)


17 CSR 20-2.160 Punishable Offences
(Rescinded July 11, 1988)


17 CSR 20-2.170 Disciplinary Suspensions
(Rescinded July 11, 1988)