

# BOARD OF PRIVATE DETECTIVES & GUARDS

June 27, 2012

Amended April 11, 2013

Amended November 9, 2017

## SECURITY GUARD TRAINING COURSE CURRICULA

### Act 208 (SLH 2010)

#### INTRODUCTION

In 2010, the Legislature established new training requirements for guards in HRS chapter 463. See, Act 208 (SLH 2010).

Effective July 1, 2013, new HRS section 463-10.5(a) requires all guards, and all agents, operatives, and assistants employed by a guard agency, private business entity, or government agency who act in a guard capacity to register with the Board of Private Detectives and Guards (“**Board**”), and (among other things) meet certain training requirements prior to acting as a guard.

Under HRS section 463-10.5(b), the Board is required to approve the training instructors and establish the training or course curricula. Guards and individuals acting in a guard capacity shall successfully complete the classroom instruction specified in HRS section 463-10.5, pass a written test, and undergo four hours of on-the-job training supervised by an individual who has successfully completed all of the requirements of this section or who has otherwise been approved by the Board for on-the-job training. Guards and individuals acting in a guard capacity shall successfully complete: (a) eight hours of classroom instruction before the first day of service, and (b) four hours of classroom instruction annually thereafter.

#### COURSE CURRICULA

The following are the training or course curricula for the required classroom instruction. There are eight general topics that must be covered.

1. State and federal law regarding the legal limitations on the actions of guards, including instruction in the law concerning arrest, search and seizure, and the use of force as these issues relate to guard work
  - a. Power to arrest (~~suggested minimum~~ duration: 1 hour) **Amended 11/9/17 Meeting**
    1. HAR section 16-97-16(a) and HRS chapter 803
    2. What is an arrest and how is it done (HRS section 803-6)
    3. Who has the authority to arrest (HRS section 803-3)
    4. Use of force in making an arrest (HRS section 803-7)
    5. ~~What is an implied arrest~~ **Repealed 4/11/13 Meeting**

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6. What is a false arrest
  7. Who can conduct an interrogation (HAR section 16-97-16(c))
  8. State and federal laws regarding the legal limitations on the actions of guards
  9. Techniques, liability, and company requirements relating to the arrest of an individual
- b. Search and seizure (suggested minimum duration: 1 hour) Amended 11/9/17 Meeting
1. What is a search
  2. Types of searches
  3. What happens to seized property
  4. Stop and frisk (HAR section 16-97-16(b))
  5. Fruits of the crime
  6. Evidence collection and chain of evidence
- c. Use of force (suggested minimum duration: 1 hour) Amended 11/9/17 Meeting
1. HAR section 16-97-16(d) and HRS chapter 703
  2. 18 U.S.C.A. section 242, deprivation of rights under color of law
  3. Prohibition on security guard carrying weapons (HAR section 16-97-17)
  4. Use of reasonable, necessary force (HRS chapter 703)
2. Access control, safety, fire detection and reporting, and emergency response (suggested minimum duration: 1 hour) Amended 11/9/17 Meeting
- a. Access control for vehicles and personnel
  - b. Warning signage/posting
  - c. Automated access control systems
  - d. Identification procedures and security identification
  - e. Alarms and closed circuit television (CCTV)
  - f. Trespass warnings, and what constitutes criminal trespass under HRS sections 708-813 and 708-814
  - g. Safe work environment
  - h. Emergencies (e.g., fires, power outages, earthquakes, hurricanes, tsunamis, etc.)
  - i. Detecting fires
  - j. Types of fire alarms and extinguishers
  - k. Evacuation procedures and routes (e.g., stairs, elevators, hallways, doors, etc.)
  - l. Emergency preparedness plan
  - m. Emergency contact numbers
  - n. Emergency response (e.g. bomb threats, hazardous chemical leaks, et

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3. Homeland security issues and procedures (~~suggested minimum~~ duration: .5 hour) Amended 11/9/17
  - a. U.S. Department of Homeland Security
    1. Background
    2. Areas of responsibility
    3. Types of security measures
  - b. Current trends in domestic and international terrorism
  - c. Counter-terrorism strategies
  - d. How to identify threats before they happen
  - e. How to assess a particular threat level
4. When and how to notify public authorities (~~suggested minimum~~ duration: .5 hour) Amended 11/9/17
  - a. Who to notify during an emergency (e.g., fire, theft, attempted suicide, medical emergency, natural disaster, workplace violence, etc.)
  - b. When to notify public authorities
  - c. How to notify appropriate public authorities
5. Techniques of observation and reporting of incidents, including how to prepare an incident report (~~suggested minimum~~ duration: 1 hour) Amended 11/9/17
  - a. Observation techniques
  - b. Observing suspects/suspicious activity
  - c. How to write detailed reports (who, what, why, when, where, and how)
  - d. How to ask appropriate questions
6. The fundamentals of patrolling (~~suggested minimum~~ duration: .5 hour) Amended 11/9/17
  - a. Patrolling techniques and methods
  - b. Dealing with suspects/suspicious activity
  - c. How to ask appropriate questions
7. Professional ethics (~~suggested minimum~~ duration: 1 hour) Amended 11/9/17
  - a. Ethics and professionalism
  - b. Avoiding conflicts of interest
  - c. Doing the right thing to protect persons and property
8. Professional image and aloha training (~~suggested minimum~~ duration: .5 hour) Amended 11/9/17
  - a. How to look and act professionally in all situations
  - b. How to take pride in your work
  - c. The importance of a good first impression
  - d. How to show the “aloha spirit” (HRS section 5-7.5)

# **BOARD OF PRIVATE DETECTIVES & GUARDS**

## **GUIDELINES FOR CURRICULUM REVIEW SUBMITTAL**

- The specific Hawaii content set forth in the Board's approved curricula above shall be covered in its entirety and it is incumbent on the curriculum developer to verify that the curriculum meets the requisite training.
- The mandatory eighty (8) hour training required by Act 208 shall be universally applicable to all areas of security and should not be site specific. Curriculum developer may add site specific discussions beyond the eight hour mandatory program but should not be included in the eight hours.
- The curriculum shall verify the eight (8) major topics as outlined in the Board's approved curricula above, including all sub topics and the corresponding time allotment and duration of topic discussions.
- Submit lesson plans, training manual, or printed PowerPoint presentation which shall include a narrative of what students will be taught and a description of topic discussions. It should not merely restate the statute or rule.
- While it is not required to track the above (8) eight major topics and subtopics in the specific order outlined above, the curriculum developer shall indicate where (page number, PowerPoint slide number etc.) each element is covered in the program and that it meets the corresponding time allotments.