



Republic of the Philippines  
NATIONAL POLICE COMMISSION  
PHILIPPINE NATIONAL POLICE, CIVIL SECURITY GROUP  
SUPERVISORY OFFICE FOR SECURITY AND INVESTIGATION AGENCIES  
Camp HGen Rafael T. Crane, Quezon City



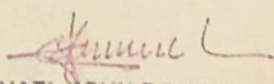
MEMORANDUM

TO : All PSAs, PDAs, CSFs, GGUs, PARSTS, Operators/General Managers  
Private Security Industry Associations & Organizations  
All Private Security Personnel  
Chiefs, RCSUs, PRO 1-13, NCR, COR and ARMM

CONDUCT OF PRIVATE SECURITY PERSONNEL TRAINING BY  
PRIVATE SECURITY TRAINING INSTITUTES

JAN 17 2020

1. References:
  - a. Rule XI "Private Security Training" of the 2003 IRR of RA 5487, as amended; and
  - b. Verbal instruction of the undersigned.
2. In connection with the above references, be informed that all requests for Letter Authority (LA), re conduct of training/courses sanctioned by SOSIA shall be specified and detailed as per every conduct of training/course. These should contain among others (Section 10, Rule XI) the following:
  - a. Complete names of participants/students; and
  - b. Exact venue and duration of training/course.
3. All requests must be submitted to SOSIA thru STMD, thirty (30) calendar days prior the scheduled Opening/Conduct of training/course, provided further that all mandatory requirements are met/complied (for NCR area only). For RCSUs, requests should reach SOSIA/STMD NLT 30 calendar days.
4. No requests shall be accepted/entertained by SOSIA-STMD less than 30 calendar days prior start of training/course.
5. Letter Authority (LA) shall be a **ONE TIME USE** only to conduct, open, offer one (1) course/training class. (Section 7, Rule XI) All issued Letter Authority re conduct of training/course must pass through the Chief, EMD-SOSIA for record purposes and/or inspection and enforcement activities.
6. After Training/Course Reports must be submitted five (5) days after graduation of each class (Section B, Rule XI) to Chief, SOSIA.
7. For information and strict compliance.

  
MICHAEL JOHN F DUBRIA  
Police Brigadier General  
Chief, SOSIA