



Republic of the Philippines  
NATIONAL POLICE COMMISSION  
PHILIPPINE NATIONAL POLICE, CIVIL SECURITY GROUP  
SUPERVISORY OFFICE FOR SECURITY AND INVESTIGATION AGENCIES  
Camp BGen Ruffalo F. Crave, Quezon City

MEMORANDUM

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

RECALL OF APPROVED LETTER OF AUTHORITY AND REPROCESSING  
OF REQUESTS FOR SPECIAL SET OF UNIFORM

JAN 17 2020

1. References:

- a. Part 3, Sections 10 and 11, Rule VIII (Uniform and Equipment 2003 IRR of RA 5487, as amended);
- b. SOSIA Private Security Personnel Uniform and Equipment Board Resolution No. 2017-001 dated December 20, 2017; and
- c. SOSIA Memorandum-Advisory dated November 27, 2019 re Suspension in the Processing/Approval of Requests for the Wearing of Special Set of Uniform.

2. Above references pertain to the requests of various Private Security Service Providers (PSSPs) for the wearing of special set of uniform (SSU) by their deployed private security personnel (PSP). SOSIA had been magnanimously approving requests of SSUs and issuing Letter-Authorities (LAs) but time and time again, some PSSPs had been found violating the provisions of the above-cited references, hence, the issuance of a SOSIA Memo-Advisory suspending the issuance of Letter-Authorities for the wearing of SSUs (ref 1c above).

3. However, to cater to the various requests of PSSPs as requested by their various Clients, the Chief, SOSIA will approve requests for SSUs and issue LAs. Requesting PSSPs shall submit documentary requirements to EMD as follows:

- a. Letter request of PSSPs addressed to Chief, SOSIA;
- b. Letter of Client to PSSP for the wearing of SSU;
- c. Photocopy of License to Operate,
- d. Notarized copy of the Security Service Contract between PSSP and Client indicating therein the expiration date of the contract;
- e. Detailed list of the PSP of the Client's establishment indicating therein their names and actual postings; (both internal and external/perimeter posts);
- f. Pictures (4R) of PSP wearing the requested SSU in front, side and back view; and

2<sup>nd</sup> page of SOSIA Memo-Advisory – SSU

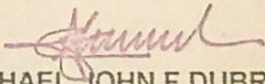
g Certificate of Non-Pending Case; no unpaid dues/penalties; no Light Weapons in possession/all Light Weapons are properly surrendered or turned-over to the PNP SOSIA/FEO

4. Further, it is reiterated as indicated in ref 1b that only internal PSP shall be authorized to wear SSU. Violations of existing rules and regulations shall be meted the Administrative Sanction as provided in Rule XVII of the 2003 IRR of RA 5487, as amended and the cancellation of the approved LA for wearing of SSU.

5 Likewise, be informed of the following:

- a. All PSSPs with issued LAs shall be given 30 days/1 month validity of issued LAs for SSU upon issuance (date) of this memo-advisory;
- b. All must re-process their approved/issued LAs for SSUs within 1 month from date of issuance of this memo-advisory;
- c. Those who failed to re-process and get new approval of SSUs shall mean immediate termination of previously issued LAs; and
- d. Both with existing LAs for SSUs and new applicants may apply provided they have completed the list of requirements as indicated.

6. For information and strict compliance.

  
**MICHAEL JOHN F DUBRIA**  
Police Brigadier General  
Chief, SOSIA

MEMORANDUM SOSIA/mannyruiz/MRM/ACB JR