



(THIS FORM IS FREE OF CHARGE AND CAN BE REPRODUCED.)

APPLICATION FORM FOR NEW LICENSE TO EXERCISE SECURITY PROFESSION

Please check (✓) the license you are applying for:

**2 PIECES LATEST
2" X 2" PICTURE
WITH WHITE
BACKGROUND
& NAME TAG**

<input type="checkbox"/> Security Guard	SPECIALISTS:	
<input type="checkbox"/> Government Guard	<input type="checkbox"/> Protection Agent	<input type="checkbox"/> K9 Administrator
<input type="checkbox"/> Security Officer	<input type="checkbox"/> Aviation Guard	<input type="checkbox"/> K9 Trainer
<input type="checkbox"/> Private Detective	<input type="checkbox"/> Bank & Armor Guard	<input type="checkbox"/> K9 Handler
<input type="checkbox"/> Security Consultant	<input type="checkbox"/> Mall & Commercial Guard	<input type="checkbox"/> K9 Evaluator
DATE FILED	SSS/GSIS NO	

I. GENERAL INFORMATION:

LAST NAME	FIRST NAME	MIDDLE NAME	QUALIFIER
PRESENT COMPLETE ADDRESS (HOUSE NO., STREET, BRGY., TOWN /CITY , PROVINCE)			TELEPHONE NO. /CELL NO.
NAME OF PERSON TO BE NOTIFIED IN CASE OF EMERGENCY CONTACT NUMBER:			
SECURITY TRAINING SCHOOL & ADDRESS		AGENCY EMPLOYER & ADDRESS (if none, write not applicable or NA)	
BIRTH DATE (month/day/year)		BIRTH PLACE (Town/ City, Province)	
SEX	CIVIL STATUS	EDUCATIONAL ATTAINMENT	RELIGION
<input type="checkbox"/> MALE <input type="checkbox"/> FEMALE	<input type="checkbox"/> SINGLE <input type="checkbox"/> WIDOW/ER <input type="checkbox"/> MARRIED <input type="checkbox"/> SEPARATED	<input type="checkbox"/> HIGH SCHOOL GRADUATE <input type="checkbox"/> COLLEGE GRADUATE <input type="checkbox"/> COLLEGE UNDERGRADUATE <input type="checkbox"/> POST GRADUATE	

II. COMMON REQUIREMENTS FOR ALL APPLICANTS except for Retired AFP/PNP

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| 1. High School Diploma (Certified True Copy by Issuing School) –For SG only | 4. NBI Clearance (Original) |
| 2. College Diploma or Transcript of Record (any Baccalaureate degree) } For SO only | 5. Drug Test Result (Original) |
| 3. Birth Certificate (NSO Original) except security consultant and k9 administrator | 6. Neuro-Psychiatric Test Result (Original) |
| | 7. Barangay Clearance (Original) |
| | 8. City/Municipal Police Clearance (Original) |

III. ADDITIONAL REQUIREMENTS:

SECURITY GUARD – Pre- Licensing Training Course Certificate or NC1 of TESDA (Original) SECURITY OFFICER – Basic Security Supervisory Course Certificate or PSEMS (Original) GOVERNMENT GUARD – Pre- Licensing Training Course Certificate or NC1 of TESDA (Original) - Plantilla from government agency (Certified True Copy) PRIVATE DETECTIVE – Private Detective Course Certificate (Original)	K9 ADMINISTRATOR, K9 TRAINER, K9 HANDLER, K9 EVALUATOR Training Certificate given by SOSIA - Accredited K9 Training School/Center (Original) SECURITY CONSULTANT 1. Master's Degree Diploma (Certified True Copy by Issuing School) 2. Transcript of Records (Certified True Copy by Issuing School)
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IV. RETIRED AFP / PNP:

- Retirement order (Certified True Copy)
- Personal Security Protection Course Certificate or related training- For PA only
- K9 Handler's Course Certificate or related training- For K9 personnel only

I HEREBY CERTIFY that all entries I made herein are true and all documents I have attached are genuine and valid to the best of my knowledge.

"I read and understand the provision under Rule VIII of the rights of the data subject Sec 34 to 37 of Data Privacy Act of 2012 and I am voluntarily giving my consent on the use and processing of my personal data"

	_____ SIGNATURE _____ PRINTED NAME	
LEFT THUMBMARK		RIGHT THUMBMARK

WARNING: Applications with incomplete or false entries and with fake or invalid documents will not be processed and may be used by SOSIA as basis in filing Administrative and / or Criminal complaint against the applicant.

CONTROL NO. _____

IMPORTANT: SEE BACK PAGE for instructions.

Tear here -----

LESP CLAIM STUB

Please claim/receive your LESP card on _____ at _____

Received by: _____ Date received: _____

OP # _____ Date: _____
 SBR # _____ Date: _____

CONTROL NO. _____

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NEW

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Who shall file: Any Filipino citizen not less than 21 nor more than 50 years of age after complying with academic/scholastic and skills/training requirements as prescribed herein by SOSIA.

How to file : Fill out this LESP Application Form PL – 1 and submit application folder together with the prescribed documentary requirements in proper tabbings as shown above.

Where to file :For NCR, submit application folder to SOSIA Camp Crame, Quezon City;

For outside NCR, submit application folder to Regional Civil Security Unit(RCSU) at the different Police Regional Offices(PRO).

When to file : Mondays to Fridays, 8:00AM to 5:00PM, except holidays

For complaints and inquiry, please contact SOSIA _____ and RCSU _____.

LICENSE FEES

License	License Fee	ID Card Fee	TOTAL	License	License Fee	ID Card Fee	TOTAL
Security Guard	Php300.00	Php200.00	Php500.00	Bank & Armor Guard	Php300.00	Php200.00	Php500.00
Security Officer	Php450.00	Php200.00	Php650.00	Mall & Com Guard	Php300.00	Php200.00	Php500.00
Security Consultant	Php450.00	Php200.00	Php650.00	K9 Handler	Php450.00	Php200.00	Php650.00
Government Guard	Php15.00	Php200.00	Php215.00	K9 Evaluator	Php450.00	Php200.00	Php650.00
Private Detective	Php450.00	Php200.00	Php650.00	K9 Administrator	Php450.00	Php200.00	Php650.00
Protection Agent	Php450.00	Php200.00	Php650.00	K9 Trainer	Php450.00	Php200.00	Php650.00
Aviation Guard	Php300.00	Php200.00	Php500.00				