

1 14B NCAC 16 .0115 is amended as published in 38:19 NCR 1229-1243 as follows:

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3 **14B NCAC 16 .0115 COMPLAINTS**

4 (a) Any person may file a complaint against any licensee, trainee, registrant or certificate holder, or any unlicensed
5 or unregistered person; acting as or holding himself or herself out as a licensee or registrant, for any violation of G.S.
6 74C or 14B NCAC 16, or any violation of State or federal criminal law. A complaint form is available on the Board's
7 website at www.ncdps.gov/dps-services/complaint/private-protective-services-board or a copy may be requested from
8 the Board's office.

9 (b) The complaint shall set forth all relevant facts and the basis for the complainant's belief that the licensee, trainee,
10 registrant, certificate holder, or unlicensed or unregistered person, is in violation. The complainant shall be willing to
11 be interviewed by the Board's investigator, provide any information or documentation to support the allegation, and
12 appear and testify necessary before the Grievance Committee or at any hearing if requested by the attorney prosecuting
13 the case. An anonymous complaint shall not be accepted unless the Director determines ~~that it is meritless on its face.~~
14 the alleged violation may pose a threat to the public health, safety or welfare.

15 (c) The complaint shall be filed with the Board online via e-mail, by U.S. Mail, or by hand-delivery to the Board's
16 office.

17 (d) The complaint shall be evaluated by the Director or the Director's designee and if it alleges a violation of G.S.
18 74C or 14B NCAC 16, shall be assigned to an investigator for further substantiation. The results of the investigation
19 shall be reported to the Board's Grievance Committee for review and action.

20 (e) The Director shall notify the complainant and the licensee, trainee, registrant, or certificate holder of the initial
21 complaint and its final disposition.

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23 *History Note: Authority G.S. 74C-5; 74C-6; 74C-7; 74C-12;*

24 *Eff. March 1, 2022.*

25 *Amended Eff. September 1, 2024.*

1 14B NCAC 16 .0201 is amended as published in 38:19 NCR 1229-1243 as follows:

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3 **14B NCAC 16 .0201 APPLICATION FOR LICENSE AND TRAINEE PERMITS**

4 (a) Each applicant for a license or trainee permit shall submit an online application on the website provided by the
5 Board. The online application shall be accompanied by:

- 6 (1) electronic submission of fingerprints from a Live Scan or similar system approved by the State
7 Bureau of Investigations or one set of classifiable fingerprints on an applicant fingerprint card that
8 shall be mailed separately to the Board's office;
- 9 (2) one head and shoulders digital photograph of the applicant in JPG, JPEG, or PNG format of
10 sufficient quality for identification, taken within six months prior to online application and
11 submitted by uploading the photograph online with the application submission;
- 12 (3) a statement of the results of a statewide criminal history records search by the reporting service
13 designated by the Board pursuant to G.S. 74C-8.1(a) for each state where the applicant has resided
14 within the preceding 60 months;
- 15 (4) the applicant's non-refundable application fee, along with ~~a four dollar (\$4.00)~~ the convenience fee
16 charged by the Board's on-line application vendor and a separate credit card transaction fee;
- 17 (5) the actual cost charged to the Private Protective Services Board by the State Bureau of Investigation
18 to cover the cost of criminal record checks performed by the State Bureau of Investigation, collected
19 online by the Private Protective Services Board;
- 20 (6) an Equifax credit check run within 30 days of the license application submission date, which will
21 be submitted to the Board's investigator during the application process; and
- 22 (7) five letters attesting to the good character and reputation of the applicant using the online character
23 letter submission process.

24 (b) Applications for trainee permits shall be accompanied by a ~~notarized statement on a~~ form provided by the Board
25 and signed by the applicant and his or her prospective supervisor, stating that the trainee applicant shall at all times
26 work with and under the direct supervision of that supervisor and the form shall be uploaded as part of the online
27 application process.

28 (c) Private investigator and digital forensics examination trainees applying for a license shall make available for
29 inspection a log of experience on a form provided by the Board as required by Rule .0403 of this Chapter.

30 (d) Each applicant must upload evidence of high school graduation either by diploma, G.E.D. certificate, or other
31 proof.

32 (e) Each applicant for a license shall meet personally with either a Board investigator, the Screening Committee, the
33 Director, or another Board representative designated by the Director prior to being issued a license. The applicant
34 shall discuss the provisions of G.S. 74C and the administrative rules in this Chapter during the personal meeting. The
35 applicant shall sign a form provided by the Board indicating that he or she has reviewed G.S. 74C and the
36 administrative rules in this Chapter with the Board's representative. During a national or State declared state of

1 emergency that restricts or prohibits travel, the personal meeting requirement may be waived if requested by the
2 applicant in favor of alternative means of communication.

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4 *History Note: Authority G.S. 74C-2; 74C-5; 74C-8; 74C-8.1; 74C-12;*

5 *Eff. June 1, 1984;*

6 *Amended Eff. May 1, 2012; July 1, 2011; August 1, 1998; December 1, 1995; July 1, 1987;*

7 *December 1, 1985;*

8 *Transferred and Recodified from 12 NCAC 07D .0201 Eff. July 1, 2015;*

9 *Amended Eff. November 1, 2017;*

10 *Readopted Eff. March 1, 2020;*

11 *Emergency Amendment Eff. May 6, 2020;*

12 *Temporary Amendment Eff. July 24, 2020;*

13 *Temporary Amendment Expired May 14, 2021;*

14 *Amended Eff. January 1, 2022; July 1, 2021;*

15 *Temporary Amendment Eff. April 28, 2023;*

16 *Amended Eff. September 1, 2024; November 1, 2023.*

1 14B NCAC 16 .0203 is amended as published in 38:19 NCR 1229-1243 as follows:

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3 **14B NCAC 16 .0203 RENEWAL OR RE-ISSUE OF LICENSES AND TRAINEE PERMITS**

4 (a) Each applicant for renewal of a license or trainee permit shall submit an online renewal application on the website
5 provided by the Board. This online application shall be submitted not less than 30 days prior to expiration of the
6 applicant's current license or trainee permit and shall be accompanied by:

- 7 (1) one head and shoulders digital color photograph of the applicant in JPG, JPEG, or PNG format of
8 sufficient quality for identification, taken within six months prior to online application and
9 submitted by uploading the photograph online with the application submission;
- 10 (2) upload online a statement of the result of a statewide criminal history records search by the reporting
11 service designated by the Board pursuant to G.S. 74C-8.1(a) for each state where the applicant has
12 resided within the preceding 24 months;
- 13 (3) the applicant's renewal fee, along with a four dollar (\$4.00) convenience fee and credit card
14 transaction fee; ~~and~~
- 15 (4) for license applicants, proof of liability insurance as set out in G.S. 74C-10(e); ~~and~~
- 16 (5) ~~proof of having completed continuing education as require by Rule .1202 of this Chapter.~~

17 (b) If there is a criminal charge pending against the applicant for renewal that constitutes a deniable offense under
18 G.S. 74C-8(d)(2), consideration of the application shall be deferred until the criminal charge is adjudicated.

19 (c) If a licensee has maintained a license at least two years and then allows the license to expire, the license may be
20 re-issued if application is made within ~~three~~ two years of the expiration date and the following documentation is
21 submitted to the Board:

- 22 (1) an online Application For Reinstatement of an Expired License;
- 23 (2) one set of classifiable fingerprints on an applicant fingerprint card that shall be mailed separately to
24 the Board's office;
- 25 (3) one head and shoulders digital color photograph of the applicant in JPG, JPEG, or PNG format of
26 sufficient quality for identification, taken within six months prior to online application and
27 submitted by uploading the photograph online with the application submission;
- 28 (4) upload online a statement of the result of a statewide criminal history records search by the reporting
29 service designated by the Board pursuant to G.S. 74C-8.1(a) for each state where the applicant has
30 resided within the preceding 60 months;
- 31 (5) the applicant's non-refundable application fee, along with ~~a four dollar (\$4.00)~~ the convenience fee
32 charged by the Board's on-line application vendor and credit card transaction fee;
- 33 (6) proof of liability insurance as set out in G.S. 74C-10(e); ~~and~~
- 34 (7) payment to the State Bureau of Investigations to cover the cost of criminal record checks performed
35 by the State Bureau of Investigations, with payment to be paid online through the Board's online
36 application process; ~~and~~
- 37 (8) ~~proof of having completed continuing education as required by Rule .1202 of this Chapter.~~

1 (d) A member of the armed forces whose license is in good standing and to whom G.S. 105-249.2 grants an extension
2 of time to file a tax return shall receive that same extension of time to pay the license renewal fee and complete any
3 continuing education requirements prescribed by the Board. A copy of the military order or the extension approval by
4 the Internal Revenue Service or by the North Carolina Department of Revenue shall be furnished to the Board.

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6 *History Note: Authority G.S. 74C-5; 74C-8; 74C-8.1; 74C-9;*
7 *Eff. June 1, 1984;*
8 *Amended Eff. October 1, 2013; May 1, 2012; October 1, 2010; November 1, 2007; January 4, 1994;*
9 *July 1, 1987; December 1, 1985;*
10 *Transferred and Recodified from 12 NCAC 07D .0203 Eff. July 1, 2015;*
11 *Amended Eff. November 1, 2017;*
12 *Readopted Eff. March 1, 2020;*
13 *Amended Eff. September 1, 2024; July 1, 2022; July 1, 2021.*

1 14B NCAC 16 .0301 is amended as published in 38:19 NCR 1229-1243 as follows:

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3 **14B NCAC 16 .0301 EXPERIENCE REQUIREMENTS/SECURITY GUARD AND PATROL LICENSE**

4 (a) In addition to the requirements of Section .0200 of this Chapter, applicants for a security guard and patrol license
5 shall:

- 6 (1) establish ~~to the Board's satisfaction~~ three years of verifiable experience as a manager, supervisor, or
7 administrator with a contract security company or a proprietary security organization performing
8 guard and patrol functions;
- 9 (2) establish ~~to the Board's satisfaction~~ three years of experience as a manager, supervisor, or
10 administrator in security with any federal, state, county, or municipal law enforcement agency
11 performing guard and patrol functions; or
- 12 (3) establish ~~to the Board's satisfaction~~ a military occupational specialty and two years of experience
13 within the past five years in the U.S. Armed Forces as a manager, supervisor, or administrator
14 performing guard and patrol functions.

15 (b) In addition to the requirements of Section .0200 of this Chapter, an applicant for a security guard and patrol license
16 that is the spouse of an active duty member of the U.S. Armed Forces shall establish to the Board's satisfaction:

- 17 (1) the spouse holds a current license, certification, or registration from another jurisdiction and the
18 other jurisdiction's requirements are substantially equivalent to or exceed the Board's requirements;
19 and
- 20 (2) the spouse has two years verifiable experience within the past five years as a manager, supervisor,
21 or administrator performing guard and patrol ~~functions.~~ functions as set forth in G.S. 74C-3(a)(8)
22 while serving in an official capacity with any entity described in Paragraph (a) of this rule.

23 (c) ~~The~~ Using the formula in Rule .0204(d) of this Chapter, the Board shall give credit toward the experience
24 requirements set forth in Subparagraphs (a)(1) and (2) and Subparagraph (b)(2) of this Rule as follows:

- 25 (1) An applicant shall receive a minimum of 400 hours of experience credit for an associate's degree.
26 The Board shall grant up to 100 additional hours if the applicant can demonstrate that further training
27 or course-work related to the private protective services industry was received while obtaining the
28 associate's degree.
- 29 (2) An applicant shall receive 800 hours of experience credit for a bachelor's degree. The Board shall
30 grant up to 200 additional hours if the applicant can demonstrate that further training or course-work
31 related to the private protective services industry was received while obtaining the bachelor's degree.
- 32 (3) An applicant shall receive 1,200 hours of experience credit for a graduate degree. The Board shall
33 grant an additional 300 additional hours if the applicant can demonstrate that further training or
34 course-work related to the private protective services industry was received while obtaining the
35 graduate degree.

36 (d) Persons licensed under Chapter 74D of the General Statutes of North Carolina may be issued a limited guard and
37 patrol license exclusively for providing armed alarm responders.

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History Note: Authority G.S. 74C-5; 74C-8; 93B-15.1;
Eff. June 1, 1984;
Amended Eff. October 1, 2013; February 1, 2009; December 1, 1995; January 4, 1994; January 1,
1990; August 1, 1988;
Transferred and Recodified from 12 NCAC 07D .0301 Eff. July 1, 2015;
Readopted Eff. August 1, 2020;
Amended Eff. September 1, 2024.

1 14B NCAC 16 .0302 is amended as published in 38:19 NCR 1229-1243 as follows:

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3 **14B NCAC 16 .0302 EXPERIENCE REQUIREMENTS FOR GUARD DOG SERVICE LICENSE**

4 (a) In addition to the requirements of Section .0200 of this Chapter, applicants for a guard dog service license shall:

- 5 (1) establish ~~to the Board's satisfaction~~ two years of verifiable experience as a manager, supervisor,
6 administrator, or dog handler with a contract security company or proprietary security organization
7 performing guard dog functions;
- 8 (2) establish ~~to the Board's satisfaction~~ two years of experience as a manager, supervisor, administrator,
9 or dog handler with any federal, state, county, or municipal agency performing guard dog functions;
10 or
- 11 (3) establish ~~to the Board's satisfaction~~ a military occupational specialty and two years of experience
12 within the past five years in the U.S. Armed Forces as a manager, supervisor, or administrator or
13 dog handler performing guard dog functions.

14 (b) In addition to the requirements of Section .0200 of this Chapter, an applicant for a guard dog service license that
15 is the spouse of an active duty member of the U.S. Armed Forces shall establish to the Board's satisfaction:

- 16 (1) the spouse holds a current license, certification, or registration from another jurisdiction and the
17 other jurisdiction's requirements are substantially equivalent to or exceed the Board's requirements;
18 and
- 19 (2) the spouse has two years of verifiable experience within the past five years as a manager, supervisor,
20 or administrator or dog handler performing guard dog functions.

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22 *History Note: Authority G.S. 74C-5; 74C-8; 93B-15.1;*
23 *Eff. June 1, 1984;*
24 *Amended Eff. October 1, 2013; February 1, 2009; January 4, 1994;*
25 *Transferred and Recodified from 12 NCAC 07D .0302 Eff. July 1, 2015;*
26 *Readopted Eff. August 1, 2020;*
27 *Amended Eff. September 1, 2024.*

1 14B NCAC 16 .0401 is amended as published in 38:19 NCR 1229-1243 as follows:

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3 **14B NCAC 16 .0401 EXPERIENCE REQUIREMENTS FOR A PRIVATE INVESTIGATOR LICENSE**

4 (a) In addition to the requirements of G.S. 74C-8 and Section .0200 of this Chapter, applicants for a private
5 investigator license shall:

- 6 (1) establish ~~to the Board's satisfaction~~ three years of verifiable experience while conducting
7 investigations as set forth in G.S. 74C-3(a)(8) with a contract security company or with a private
8 person, firm, association, or corporation;
- 9 (2) establish ~~to the Board's satisfaction~~ three years of verifiable experience while conducting
10 investigations as set forth in G.S. 74C-3(a)(8) while serving in an investigative capacity as defined
11 in Rule .0103(10) of this Chapter with any federal, state, county, municipal law enforcement agency,
12 or other governmental agency; or
- 13 (3) establish ~~to the Board's satisfaction~~ a military occupational specialty and two years of verifiable
14 experience within the past five years in the U.S. Armed Forces while conducting investigations as
15 set forth in G.S. 74C-3(a)(8) while serving in an investigative capacity as defined in Rule .0103(10)
16 of this Chapter.

17 (b) In addition to the requirements of Section .0200 of this Chapter, an applicant for a private investigator license that
18 is the spouse of an active duty member of the U.S. Armed Forces shall establish to the Board's satisfaction:

- 19 (1) the spouse holds a current license, certification, or registration from another jurisdiction and the
20 other jurisdiction's requirements are substantially equivalent to or exceed the Board's requirements;
21 and
- 22 (2) the spouse has two years verifiable experience within the past five years while conducting
23 investigations as set forth in in G.S. 74C-3(a)(8) while serving in an investigative capacity as defined
24 in Rule .0103(10) of this Chapter.

25 (c) ~~The~~ Using the formula in Rule .0204(d) of this Chapter the Board shall give credit toward the experience
26 requirements set forth in Paragraphs (a) and (b) of this Rule as follows:

- 27 (1) An applicant shall receive of 400 hours of experience credit for an associate's degree. The Board
28 shall grant up to 100 additional hours if the applicant can demonstrate that further training or course-
29 work related to the private protective services industry was received while obtaining the associate's
30 degree.
- 31 (2) An applicant shall receive 800 hours of experience credit for a bachelor's degree. The Board shall
32 grant up to 200 additional hours if the applicant can demonstrate that further training or course-work
33 related to the private protective services industry was received while obtaining the bachelor's degree.
- 34 (3) An applicant shall receive 1,200 hours of experience credit for a graduate degree. The Board shall
35 grant an additional 300 additional hours if the applicant can demonstrate that further training or
36 course-work related to the private protective services industry was received while obtaining the
37 graduate degree.

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History Note: Authority G.S. 74C-5(2); 93B-15.1;
Eff. June 1, 1984;
Amended Eff. December 1, 1987;
Temporary Amendment Eff. October 1, 1989 For a Period of 180 Days to Expire on March 31,
1990;
Amended Eff. October 1, 2013; February 1, 2009; December 1, 1995; January 4, 1994; February
1, 1990;
Transferred and Recodified from 12 NCAC 07D .0401 Eff. July 1, 2015;
Readopted Eff. August 1, 2020;
Amended Eff. September 1, 2024.

1 14B NCAC 16 .0402 is amended as published in 38:19 NCR 1229-1243 as follows:

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3 **14B NCAC 16 .0402 EXPERIENCE REQUIREMENTS FOR AN ELECTRONIC**
4 **COUNTERMEASURES LICENSE**

5 In addition to the requirements of Section .0200 of this Chapter, applicants for an electronic countermeasures license
6 shall:

- 7 (1) establish ~~to the Board's satisfaction~~ three years of experience in electronic countermeasures; or
- 8 (2) have successfully completed a course in electronic countermeasures given by a school specializing
9 in electronic countermeasures that consists of a minimum of 40 hours of actual classroom
10 instruction.

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12 *History Note: Authority G.S. 74C-5;*
 13 *Eff. June 1, 1984;*
 14 *Amended Eff. July 1, 2009; January 4, 1994; July 1, 1987;*
 15 *Transferred and Recodified from 12 NCAC 07D .0402 Eff. July 1, 2015;*
 16 *Readopted Eff. August 1, 2020;*
 17 *Amended Eff. September 1, 2024.*

1 14B NCAC 16 .0501 is amended as published in 38:19 NCR 1229-1243 as follows:

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3 **14B NCAC 16 .0501 EXPERIENCE REQUIREMENTS FOR A POLYGRAPH LICENSE**

4 (a) In addition to the requirements of Section .0200 of this Chapter, applicants for a polygraph license shall:

- 5 (1) pass an examination and a performance test administered by a panel of polygraph examiners
6 appointed by an entity designated by the Board;
- 7 (2) successfully complete a course of instruction at any polygraph school approved by the American
8 Polygraph Association, the American Association of Police Polygraphists, or the Board; and
- 9 (3) have either:
10 (A) one year of verifiable polygraph experience; or
11 (B) complete at least six months of training as a holder of a polygraph trainee permit, and have
12 administered no fewer than 50 polygraph examinations; or
- 13 (4) ~~establish to the Board's satisfaction~~ a military occupational specialty and two years of verifiable
14 experience within the past five years in the U.S. Armed Forces performing polygraph examinations.

15 (b) In addition to the requirements of Section .0200 of this Chapter, an applicant for a polygraph license who is the
16 spouse of an active duty member of the U.S. Armed Forces shall ~~establish to the Board's satisfaction~~ establish:

- 17 (1) the spouse holds a current license, certification, or registration from another jurisdiction and the
18 other jurisdiction's requirements are substantially equivalent to or exceed the Board's requirements;
19 and
- 20 (2) the spouse has two years of verifiable experience within the past five years performing polygraph
21 examinations.

22 (c) Applicants for a polygraph license may take the examination required in Subparagraph (a)(1) of this Rule no more
23 than twice within a 12 month period. All portions of the examination must be completed within that 12 month period.
24 Any applicant who fails the polygraph examination four times shall retake the polygraph course of instruction required
25 in Subparagraph (a)(2) of this Rule before taking the polygraph examination again.

26 (d) Polygraph operators who are duly licensed in another state may perform up to three examinations in this State
27 without being licensed, provided that those examinations are for the purpose of an evaluation of that examiner and the
28 Director has given authorization for this evaluation in advance.

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30 *History Note: Authority G.S. 74C-5; 93B-15.1;*
31 *Eff. June 1, 1984;*
32 *Amended Eff. May 1, 2014; October 1, 2013; July 1, 2009; December 1, 1985;*
33 *Transferred and Recodified from 12 NCAC 07D .0501 Eff. July 1, 2015;*
34 *Readopted Eff. August 1, 2020;*
35 *Amended Eff. September 1, 2024; February 1, 2022.*

1 14B NCAC 16 .0701 is amended as published in 38:19 NCR 1229-1243 as follows:

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3 **14B NCAC 16 .0701 APPLICATION FOR UNARMED SECURITY GUARD REGISTRATION**

4 (a) Each employer or his or her designee shall submit an online application for the registration of each employee to
5 the Board. This online submission shall be accompanied by:

- 6 (1) electronic submission of fingerprints from a Live Scan or similar system approved by the State
7 Bureau of Investigations or one set of classifiable fingerprints on an applicant fingerprint card that
8 shall be mailed separately to the Board's office;
- 9 (2) one head and shoulders color digital photograph of the applicant in JPG, JPEG, or PNG format of
10 sufficient quality for identification, taken within six months prior to online application and
11 submitted by uploading the photograph online with the application submission;
- 12 (3) a statement of the results of a statewide criminal history records search by the reporting service
13 designated by the Board pursuant to G.S. 74C-8.1(a) for each state where the applicant has resided
14 within the preceding 60 months;
- 15 (4) the applicant's non-refundable registration fee, along with ~~a four dollar (\$4.00)~~ the convenience fee
16 charged by the Board's on-line application vendor and a separate credit card transaction fee;
- 17 (5) the actual cost charged to the Private Protective Services Board by the State Bureau of Investigation
18 to cover the cost of criminal record checks performed by the State Bureau of Investigation, collected
19 online by the Private Protective Services Board;
- 20 (6) one original signed SBI release of information form that shall be uploaded online with the original
21 mailed to the Board's administrative office;
- 22 (7) a statement signed by a certified trainer that the applicant has completed the training requirements
23 of Rule .0707 of this Section; and
- 24 (8) a completed affidavit form and public notice statement form.

25 (b) The employer of each applicant for registration shall give the applicant a copy of the online application and a copy
26 of the completed affidavit form to serve as a record of application and shall retain a copy of the application, including
27 affidavit, in the guard's personnel file in the employer's office.

28 (c) The applicant's copy of the application and completed affidavit form shall serve as a temporary registration card
29 that shall be carried by the applicant when he or she is working within the scope of his or her employment and shall
30 be exhibited upon the request of any law enforcement officer or authorized representative of the Board.

31 (d) A copy of the statement required by Subparagraph (a)(7) of this Rule shall be retained by the licensee in the
32 individual applicant's personnel file in the employer's office.

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34 *History Note: Authority G.S. 74C-5; 74C-8.1; 74C-11;*

35 *Eff. June 1, 1984;*

36 *Amended Eff. May 1, 2012; July 1, 2011; August 1, 1998; December 1, 1995; June 1, 1994;*

37 *February 1, 1990; May 1, 1988;*

1 *Transferred and Recodified from 12 NCAC 07D .0701 Eff. July 1, 2015;*
2 *Amended Eff. November 1, 2017;*
3 *Readopted Eff. March 1, 2020;*
4 *Amended Eff. September 1, 2024; July 1, 2021.*

1 14B NCAC 16 .0702 is amended as published in 38:19 NCR 1229-1243 as follows:

2

3 **14B NCAC 16 .0702 FEES FOR UNARMED SECURITY GUARD REGISTRATION**

4 (a) Fees for unarmed security guards are as follows, along with ~~a four dollar (\$4.00)~~ the convenience fee charged by
5 the Board's on-line application vendor and credit card transaction fee:

- 6 (1) thirty dollar (\$30.00) non-refundable initial registration fee;
- 7 (2) thirty dollar (\$30.00) annual renewal, or reissue fee;
- 8 (3) fifteen dollar (\$15.00) transfer fee; and
- 9 (4) twenty-five dollars (\$25.00) late renewal fee to be paid within 90 days from the date the registration
10 expires and to be paid in addition to the renewal fee.

11 (b) Fees shall be paid online by credit card or other form of electronic funds transfer.

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13 *History Note: Authority G.S. 74C-9;*

14 *Eff. June 1, 1984;*

15 *Amended Eff. December 1, 1985;*

16 *Temporary Amendment Eff. January 1, 1990 for a Period of 180 Days to Expire on July 1, 1990;*

17 *ARRC Objection Lodged January 18, 1990;*

18 *Amended Eff. July 1, 2010; May 1, 2010; December 1, 2003; July 1, 1990;*

19 *Transferred and Recodified from 12 NCAC 07D .0702 Eff. July 1, 2015;*

20 *Amended Eff. January 1, 2018;*

21 *Readopted Eff. March 1, 2020.*

22 *Amended Eff. September 1, 2024.*

1 14B NCAC 16 .0706 is amended as published in 38:19 NCR 1229-1243 as follows:

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3 **14B NCAC 16 .0706 RENEWAL OF UNARMED SECURITY GUARD REGISTRATION**

4 (a) Each applicant for renewal of a registration identification card or his or her employer shall complete an online
5 form on the website provided by the Board. This online form shall be submitted not fewer than 90 days prior to the
6 expiration of the applicant's current registration and shall be accompanied by:

- 7 (1) one head and shoulders color digital photograph of the applicant in JPG, JPEG, or PNG format of
8 sufficient quality for identification, taken within six months prior to online application and
9 submitted by uploading the photograph online with the application submission;
- 10 (2) upload online a statement of the results of a statewide criminal history records search by the
11 reporting service designated by the Board pursuant to G.S. 74C-8.1(a) for each state where the
12 applicant has resided within the preceding 12 months;
- 13 (3) the applicant's renewal fee, along with the ~~four dollar (\$4.00)~~ convenience fee charged by the
14 Board's on-line application vendor and credit card transaction fee; and
- 15 (4) upload a completed affidavit form and public notice statement form.

16 (b) If there is a criminal charge pending against the applicant for renewal that constitutes a deniable offense under
17 G.S. 74C-8(d)(2), consideration of the application shall be deferred until the criminal charge is adjudicated.

18 (c) The employer of each applicant for a registration renewal shall give the applicant a copy of the online application
19 and a copy of the completed affidavit form to serve as a record of application for renewal and shall retain a copy of
20 the application, including affidavit, in the guard's personnel file in the employer's office.

21 (d) Members of the armed forces whose registration is in good standing and to whom G.S. 105-249.2 grants an
22 extension of time to file a tax return shall receive that same extension of time to pay the registration renewal fee and
23 to complete any continuing education requirements prescribed by the Board. A copy of the military order or the
24 extension approval by the Internal Revenue Service or by the North Carolina Department of Revenue shall be
25 furnished to the Board.

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27 *History Note: Authority G.S. 74C-5; 74C-11;*

28 *Eff. June 1, 1984;*

29 *Amended Eff. May 1, 2012; October 1, 2010; December 1, 1995; February 1, 1990; July 1, 1987;*
30 *December 1, 1985;*

31 *Transferred and Recodified from 12 NCAC 07D .0706 Eff. July 1, 2015;*

32 *Amended Eff. November 1, 2017;*

33 *Readopted Eff. March 1, 2020;*

34 *Amended Eff. September 1, 2024; July 1, 2022.*

1 14B NCAC 16 .0801 is amended as published in 38:19 NCR 1229-1243 as follows:

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3 **14B NCAC 16 .0801 APPLICATION/ARMED SECURITY GUARD FIREARM REGISTRATION**
4 **PERMIT**

5 (a) Each armed security guard employer or his or her designee shall submit an online application for the registration
6 of each armed security guard applicant to the Board. This online submission shall be accompanied by:

- 7 (1) electronic submission of fingerprints from a Live Scan or similar system approved by the State
8 Bureau of Investigations or one set of classifiable fingerprints on an applicant fingerprint card that
9 shall be mailed separately to the Board's office;
- 10 (2) one head and shoulders color digital photograph of the applicant in JPG, JPEG, or PNG format of
11 sufficient quality for identification, taken within six months prior to online application and
12 submitted by uploading the photograph online with the application submission;
- 13 (3) upload online a statement of the results of a statewide criminal history records search by the
14 reporting service designated by the Board pursuant to G.S. 74C-8.1(a) for each state where the
15 applicant has resided within the preceding 60 months;
- 16 (4) the applicant's non-refundable registration fee, along with ~~a four dollar (\$4.00) fee~~ the convenience fee
17 charged by the Board's on-line application vendor and credit card transaction fee;
- 18 (5) a statement signed by a certified trainer that the applicant has successfully completed the training
19 requirements of Rule .0807 of this Section;
- 20 (6) a certification by the applicant that he or she is at least 21 years of age;
- 21 (7) the actual cost charged to the Private Protective Services Board by the State Bureau of Investigation
22 to cover the cost of criminal record checks performed by the State Bureau of Investigation, collected
23 online by the Private Protective Services Board; and
- 24 (8) a completed affidavit form and public notice statement form.

25 (b) The employer of each applicant for registration shall give the applicant a copy of the online application, the
26 completed affidavit form, and proof of completion of a Board approved firearms course and shall retain a copy of the
27 application, including affidavit and proof of course completion, in the guard's personnel file in the employer's office.

28 (c) The applicant's copy of the application, affidavit, and proof of completion of a Board approved firearms course
29 shall serve as a temporary registration card that shall be carried by the applicant when he or she is working within the
30 scope of his or her employment and shall be exhibited upon the request of any law enforcement officer or authorized
31 representative of the Board.

32 (d) Applications submitted without proof of completion of a Board approved firearms training course shall not serve
33 as temporary registration cards.

34 (e) The provisions of Paragraphs (a), (b), and (c) of this Rule also apply to any employee whose employment is
35 terminated within 30 days of employment.

36
37 *History Note: Authority G.S. 74C-5; 74C-9; 74C-13;*

1 *Eff. June 1, 1984;*
2 *Amended Eff. May 1, 2012; April 1, 2008; August 1, 1998; December 1, 1995; February 1, 1990;*
3 *May 1, 1988; July 1, 1987;*
4 *Transferred and Recodified from 12 NCAC 07D .0801 Eff. July 1, 2015;*
5 *Amended Eff. November 1, 2017;*
6 *Readopted Eff. March 1, 2020;*
7 *Amended Eff. September 1, 2024; July 1, 2021.*

1 14B NCAC 16 .0802 is amended as published in 38:19 NCR 1229-1243 as follows:

2

3 **14B NCAC 16 .0802 FEES FOR ARMED SECURITY GUARD FIREARM REGISTRATION PERMIT**

4 (a) Fees for armed security guard firearm registration permits are as follows, along with ~~a four dollar (\$4.00) the~~
5 convenience fee charged by the Board's on-line application vendor and credit card transaction fee:

6 (1) thirty dollars (\$30.00) non-refundable initial registration fee;

7 (2) thirty dollars (\$30.00) annual renewal, or reissue fee; and

8 (3) fifteen dollar (\$15.00) application fee.

9 (b) Fees shall be paid online by credit card or other form of electronic funds transfer.

10

11 *History Note: Authority G.S. 74C-9;*

12 *Eff. June 1, 1984;*

13 *Amended Eff. December 1, 1985;*

14 *Temporary Amendment Eff. January 1, 1990 for a Period of 180 Days to Expire on July 1, 1990;*

15 *ARRC Objection Lodged January 18, 1990;*

16 *Amended Eff. July 1, 2010; December 1, 2003; July 1, 1990;*

17 *Transferred and Recodified from 12 NCAC 07D .0802 Eff. July 1, 2015;*

18 *Amended Eff. January 1, 2018;*

19 *Readopted Eff. September 1, 2024; March 1, 2020.*

1 14B NCAC 16 .0806 is amended as published in 38:19 NCR 1229-1243 as follows:

2
3 **14B NCAC 16 .0806 RENEWAL OF ARMED SECURITY GUARD FIREARM REGISTRATION**
4 **PERMIT**

5 (a) Each applicant for renewal of an armed security guard firearm registration permit identification card or his or
6 her employer shall complete an online form on the website provided by the Board. This online form shall be
7 submitted not more than 90 days prior to expiration of the applicant's current armed registration and shall be
8 accompanied by:

- 9 (1) one head and shoulders color digital photograph of the applicant in JPG, JPEG, or PNG format of
10 sufficient quality for identification, taken within six months prior to online application and
11 submitted by uploading the photograph online with the application submission;
- 12 (2) upload online a statement of the results of a statewide criminal history search obtained by the
13 reporting service designated by the Board pursuant to G.S. 74C-8.1(a) for each state where the
14 applicant has resided within the preceding 12 months;
- 15 (3) the applicant's renewal fee, along with the ~~four-dollar (\$4.00)~~ convenience fee charged by the
16 Board's on-line application vendor and credit card transaction fee;
- 17 (4) the actual cost charged to the Private Protective Services Board by the State Bureau of
18 Investigation to cover the cost of criminal record checks performed by the State Bureau of
19 Investigation, collected online by the Private Protective Services Board;
- 20 (5) a statement signed by a certified trainer that the applicant has successfully completed the training
21 requirements of Rule .0807 of this Section; and
- 22 (6) a completed affidavit form and public notice statement form.

23 (b) If there is a criminal charge pending against the applicant for renewal that constitutes a deniable offense under
24 G.S. 74C-8(d)(2), consideration of the application shall be deferred until the criminal charge is adjudicated.

25 (c) The employer of each applicant for a registration renewal shall give the applicant a copy of the online
26 application and a copy of the completed affidavit form to serve as a record of application for renewal and shall retain
27 a copy of the application, including the affidavit in the guard's personnel file in the employer's office.

28 (d) Members of the armed forces whose registration is in good standing and to whom G.S. 105-249.2 grants an
29 extension of time to file a tax return shall receive that same extension of time to pay the registration renewal fee and
30 to complete any continuing education requirements prescribed by the Board. A copy of the military order or the
31 extension approval by the Internal Revenue Service or by the North Carolina Department of Revenue shall be
32 furnished to the Board.

33 (e) A registered armed security guard may utilize a dedicated light system or gun-mounted light for requalification.

34 (f) During a national or State declared state of emergency that restricts or prohibits a registered armed security
35 guard from requalifying, the Board shall, upon written request to the Director by the licensee, extend the deadline
36 for requalification up to 90 days beyond the effective period of the state of emergency. Any registration renewed

1 pursuant to this Paragraph shall be issued conditionally and shall automatically expire on the 90th day if
2 requalification requirements have not been met.

3

4 *History Note: Authority G.S. 74C-5;G.S. 74C-8.1; G.S. 74C-9; 74C-13;*

5 *Eff. June 1, 1984;*

6 *Amended Eff. May 1, 2012; October 1, 2010; December 1, 1995; February 1, 1990; December 1,*
7 *1985;*

8 *Transferred and Recodified from 12 NCAC 07D .0806 Eff. July 1, 2015;*

9 *Amended Eff. January 1, 2018; November 1, 2017;*

10 *Readopted Eff. November 1, 2019;*

11 *Amended Eff. March 1, 2020;*

12 *Emergency Amendment Eff. May 6, 2020;*

13 *Temporary Amendment Eff. July 24, 2020;*

14 *Temporary Amendment Expired Eff. May 14, 2021;*

15 *Amended Eff. July 1, 2022; January 1, 2022;*

16 *Amended Eff. September 1, 2024; October 1, 2022.*

1 14B NCAC 16 .0902 is amended as published in 38:19 NCR 1229-1243 as follows:

2
3 **14B NCAC 16 .0902 APPLICATION FOR FIREARMS TRAINER CERTIFICATE**

4 Each applicant for a firearms trainer certificate shall submit an online application to the Board. The application shall
5 be accompanied by:

- 6 (1) electronic submission of fingerprints from a Live Scan or similar system approved by the State
7 Bureau of Investigations or one set of classifiable fingerprints on an applicant fingerprint card that
8 shall be mailed separately to the Board's office;
- 9 (2) one head and shoulders color digital photograph of the applicant in JPG, JPEG, or PNG format of
10 sufficient quality for identification, taken within six months prior to online submission and
11 submitted by uploading online with the application submission;
- 12 (3) a statement of the results of a statewide criminal history records search by the reporting service
13 designated by the Board pursuant to G.S. 74C-8.1(a) for each state where the applicant has resided
14 within the preceding 60 months;
- 15 (4) the actual cost charged to the Private Protective Services Board by the State Bureau of Investigation
16 to cover the cost of criminal record checks performed by the State Bureau of Investigation, collected
17 online by the Private Protective Services Board;
- 18 (5) the applicant's non-refundable application fee, along with ~~a four dollar (\$4.00)~~ the convenience fee
19 charged by the Board's on-line application vendor and a separate credit card transaction fee;
- 20 (6) evidence of the liability insurance required by G.S. 74C-10(e) if the applicant is not an employee of
21 a licensee;
- 22 (7) a certificate of successful completion of the training required by Rule .0901(a)(3) and (4) of this
23 Section or acceptable certificate of other current certification as set forth in Rule .0901(c) and (d) of
24 this Section; and
- 25 (8) the actual cost charged to the Private Protective Services Board by the North Carolina Justice
26 Academy or other entity to cover the cost of the firearms training course given by the N.C. Justice
27 Academy or other entity and collected as part of the online application process by the Private
28 Protective Services Board.

29
30 *History Note: Authority G.S. 74C-5; 74C-8.1(a); 74C-8(d);74C-13;*
31 *Eff. June 1, 1984;*
32 *Amended Eff. August 1, 1998; December 1, 1995; July 1, 1987; December 1, 1985;*
33 *Temporary Amendment Eff. July 17, 2001;*
34 *Amended Eff. January 1, 2013; May 1, 2012; August 1, 2002;*
35 *Transferred and Recodified from 12 NCAC 07D .0902 Eff. July 1, 2015;*
36 *Amended Eff. November 1, 2017;*
37 *Readopted Eff. March 1, 2020;*

1 14B NCAC 16 .0904 is amended as published in 38:19 NCR 1229-1243 as follows:

2
3 **14B NCAC 16 .0904 RENEWAL OF A FIREARMS TRAINER CERTIFICATE**

4 (a) Each applicant for renewal of a firearms trainer certificate shall complete an online renewal form on the website
5 provided by the Board. This form shall be submitted online not less than 30 days prior to the expiration of the
6 applicant's current certificate and shall be accompanied by:

- 7 (1) uploaded online a certificate of successful completion of a firearms trainer refresher course approved
8 by the Board and the Secretary of Public Safety consisting of a minimum of eight hours of classroom
9 and practical range training in safety and maintenance of the applicable firearm (i.e. handgun,
10 shotgun, or rifle), range operations, control and safety procedures, and methods of firing. This
11 training shall be completed within 180 days of the submission of the renewal application;
- 12 (2) a statement of the results of a criminal history records search by the reporting service designated by
13 the Board pursuant to G.S. 74C-8.1(a) for each state where the applicant has resided within the
14 preceding 24 months; and
- 15 (3) the applicant's renewal fee, along with ~~the four dollar (\$4.00)~~ the convenience fee charged by the
16 Board's on-line application vendor and a separate credit card transaction fee.

17 (b) If there is a criminal charge pending against the applicant for renewal that constitutes a deniable offense under
18 G.S. 74C-8(d)(2), consideration of the application shall be deferred until the criminal charge is adjudicated.

19 (c) Members of the armed forces whose certification is in good standing and to whom G.S. 105-249.2 grants an
20 extension of time to file a tax return shall receive that same extension of time to pay the certification renewal fee and
21 to complete any continuing education requirements prescribed by the Board. The applicant shall furnish the Board a
22 copy of the military order or the extension approval by the Internal Revenue Service or by the North Carolina
23 Department of Revenue.

24 (d) Any firearms trainer who fails to qualify with the minimum score during the refresher course shall not continue
25 to instruct during the period between the failure to qualify and the expiration of his or her permit.

26 (e) The holder of a firearms trainer certificate may utilize a dedicated light system or gun mounted light for personal
27 requalification.

28 (f) During a national or State declared state of emergency that restricts or prohibits a certified firearms trainer from
29 requalifying, the Board shall, upon written request to the Director by the licensee, extend the deadline for
30 requalification up to 90 days beyond the effective period of the state of emergency. Any certificate renewed pursuant
31 to this Paragraph shall be issued conditionally and shall automatically expire on the 90th day if requalification
32 requirements have not been met.

33
34 *History Note: Authority G.S. 74C-5; 74C-8.1(a); 74C-9; 74C-13; 93B-15;*

35 *Eff. June 1, 1984;*

36 *Amended Eff. January 1, 2013; October 1, 2010; June 1, 2009; December 1, 1995; December 1,*
37 *1985;*

1 *Transferred and Recodified from 12 NCAC 07D .0904 Eff. July 1, 2015;*
2 *Amended Eff. November 1, 2017; February 1, 2016; October 1, 2015;*
3 *Readopted Eff. November 1, 2019;*
4 *Amended Eff. March 1, 2020;*
5 *Emergency Amendment Eff. May 6, 2020;*
6 *Temporary Amendment Eff. July 24, 2020;*
7 *Temporary Amendment Expired Eff. May 14, 2021;*
8 *Amended Eff. July 1, 2022; January 1, 2022;*
9 *Amended Eff. September 1, 2024; October 1, 2022.*

1 14B NCAC 16 .0910 is amended as published in 38:19 NCR 1229-1243 as follows:

2
3 **14B NCAC 16 .0910 APPLICATION FOR AN UNARMED TRAINER**

4 Each applicant for an unarmed trainer certificate shall submit an online application to the Board. The application shall
5 be accompanied by:

- 6 (1) electronic submission of fingerprints from a Live Scan or similar system approved by the State
7 Bureau of Investigations or one set of classifiable fingerprints on an applicant fingerprint card that
8 shall be mailed separately to the Board's office;
- 9 (2) one head and shoulders color digital photograph of the applicant in JPG, JPEG, or PNG format of
10 sufficient quality for identification, taken within six months prior to online submission and
11 submitted by uploading online with the application submission;
- 12 (3) a statement of the results of a statewide criminal history records search by the reporting service
13 designated by the Board pursuant to G. S. 74C-8.1(a) for each state where the applicant has resided
14 within the preceding 60 months;
- 15 (4) the actual cost charged to the Private Protective Services Board by the State Bureau of Investigation
16 to cover the cost of criminal record checks performed by the State Bureau of Investigation, collected
17 online by the Private Protective Services Board;
- 18 (5) the applicant's non-refundable application fee, along with ~~a four dollar (\$4.00)~~ the convenience fee
19 charged by the Board's on-line application vendor and a separate credit card transaction fee;
- 20 (6) a certificate of successful completion of the training required by Rule .0909(a)(3) or current
21 certificate of other acceptable certification as set forth in Rule .0909(b) of this Section.
- 22 (7) the actual cost charged to the Private Protective Services Board by Wake Technical Community
23 College, or other entity, to cover the cost of the unarmed guard trainer course and collected as part
24 of the online application process by the Private Protective Services Board.

25
26 *History Note: Authority G.S. 74C-8; 74C-9; 74C-11; 74C-13;*
27 *Eff. October 1, 2004;*
28 *Amended Eff. January 1, 2013;*
29 *Transferred and Recodified from 12 NCAC 07D .0910 Eff. July 1, 2015;*
30 *Readopted Eff. September 1, 2024; March 1, 2020.*

1 14B NCAC 16 .1101 is amended as published in 38:19 NCR 1229-1243 as follows:

2
3 **14B NCAC 16 .1101 DEFINITIONS**

4 In addition to the definitions set forth in G.S. 74C, the following definitions shall apply to this Section:

- 5 (1) "Private Investigator Associate" ~~refers to~~ means an individual training to become a Private
6 Investigator. A Private Investigator Associate may also be referred to as a "trainee" in these Rules.
7 A Private Investigator Associate must complete three training levels as set out in this Section.
- 8 (2) "One-on-one Supervision" means person-to-person contact whereby the licensed investigator is
9 personally and directly supervising or training the Associate. The training investigator must be the
10 sponsoring licensed Private Investigator or any licensed Private Investigator who is a member of the
11 sponsoring Private Investigator's firm, association, or corporation. The Private Investigator
12 Associate may not subcontract his or her employment to another Private Investigator. However, the
13 sponsoring Private Investigator may subcontract the Private Investigator Associate if the sponsor
14 obtains prior written approval from the Board's Director by showing that the Private Investigator
15 Associate will receive an educational benefit from the subcontract employment and the Associate
16 will receive one-on-one supervision from another licensed Private Investigator. One-on-one
17 supervision may also be satisfied if the Associate undergoes training from an individual or
18 educational course approved by the Board's Director prior to the Associate receiving the training.
- 19 (3) "Training Checklist" ~~refers to~~ means the document(s) documents that shall state all areas of training
20 and work that the Associate has performed. The ~~supervising Private Investigator~~ sponsor is
21 responsible for maintaining the training checklist and providing a copy of the checklist to the
22 Associate. The Training Checklist must reflect the date the Associate advances from one level to
23 another. The training checklist must be signed by the Associate and the ~~supervising Private~~
24 ~~Investigator~~ sponsor at the end of each reporting period. In the event the Associate transfers
25 employment to another Private Investigator, the Associate must provide the new ~~supervising Private~~
26 ~~Investigator~~ sponsor with the training checklist and the new sponsoring Private Investigator will
27 then be responsible for the maintenance of the checklist. The Training Checklist must be updated
28 on a quarterly basis for Level One Associates and on a yearly basis for Level Two and Level Three
29 Associates. The training checklist must be maintained pursuant to Rule .0108 of this Chapter. When
30 an Associate completes Level Three, the Training Checklist must be made a part of the Associate's
31 application for a Private Investigator's license. The Board shall have immediate access to the training
32 ~~checklist.~~ checklist upon request.
- 33 (4) "Associate Log" ~~refers to~~ means the document(s) documents maintained by the ~~sponsoring Private~~
34 ~~Investigator~~ Associate which shall list each case the Associate has worked, the number of hours
35 spent on the case, and the type of work performed. ~~Details of the one-on-one training must be~~
36 ~~documented within the Associate's log.~~

1 *History Note: Authority G.S. 74C-2(c); 74C-5(2);*
2 *Eff. July 1, 1994;*
3 *Transferred and Recodified from 12 NCAC 07D .1101 Eff. July 1, 2015;*
4 *Readopted Eff. July 1, 2020;*
5 *Amended Eff. September 1, 2024.*

1 14B NCAC 16 .1102 is amended as published in 38:19 NCR 1229-1243 as follows:

2

3 **14B NCAC 16 .1102 TRAINING AND SUPERVISION REQUIRED IN LEVEL ONE**

4 (a) If upon sponsorship, the Associate has less than one year or 1,000 hours of verifiable training or experience, the
5 Associate shall be classified as a Level One Associate and undergo 160 hours of one-on-one supervision training.

6 (b) The first 40 hours of employment shall be one-on-one supervision. The remaining 120 hours of one-on-one
7 supervision shall be gathered over the first year of employment or the first 1,000 hours of work, whichever comes
8 first.

9 (c) A Level One Associate cannot, independently of the sponsor, accept or contract employment. The Associate shall
10 have direct face-to-face or telephone contact with the sponsor or another licensed Private Investigator within the firm,
11 association, or corporation before accepting employment or before accepting a new case.

12 (d) The sponsor or another licensed Private Investigator associated with the sponsor's firm, association, or corporation
13 shall meet with the Level One associate to review the Associate's work product. The ~~Private Investigator's~~ sponsor's
14 review may be by telephone or face-to-face and shall occur at least four times per month. The ~~licensed Private~~
15 ~~Investigator~~ sponsor shall review each case on which the Associate is working or has worked since the last review.
16 Review sessions may encompass more than one case.

17

18 *History Note: Authority G.S. 74C-5(2);*

19 *Eff. July 1, 1994;*

20 *Transferred and Recodified from 12 NCAC 07D .1102 Eff. July 1, 2015;*

21 *Readopted Eff. July 1, 2020;*

22 *Amended Eff. September 1, 2024.*

1 14B NCAC 16 .1103 is amended as published in 38:19 NCR 1229-1243 as follows:

2

3 **14B NCAC 16 .1103 TRAINING AND SUPERVISION REQUIRED IN LEVEL TWO**

4 (a) If upon initial application for an Associate permit, the applicant has at least one year or 1,000 hours of verifiable
5 training or experience, the applicant will skip Level One and be classified as a Level Two Private Investigator
6 Associate. An applicant that skips Level One shall undergo 80 hours of one-on-one training. The first 40 hours of one-
7 on-one supervision shall occur within the first 40 hours of employment. The remaining 40 hours shall be gathered
8 over the first year of employment or the first 1,000 hours of work, whichever comes first.

9 (b) A Level Two Associate cannot, independently of the sponsor, accept or contract employment. The Associate shall
10 have direct face-to-face or telephone contact with the sponsor or another licensed Private Investigator within the firm,
11 association, or corporation before accepting employment or before accepting a new case.

12 (c) The sponsor or another licensed Private Investigator associated with the sponsor's firm, association, or corporation
13 shall meet with the Level Two Associate to review the Associate's work product. The ~~Private Investigator's~~ sponsor's
14 review may be by telephone or face-to-face and shall occur at least four times per month. The ~~licensed Private~~
15 ~~Investigator~~ sponsor shall review each case on which the Associate is working or has worked since the last review.
16 Review sessions may encompass more than one case.

17

18 *History Note: Authority G.S. 74C-5(2);*

19 *Eff. July 1, 1994;*

20 *Transferred and Recodified from 12 NCAC 07D .1103 Eff. July 1, 2015;*

21 *Readopted Eff. July 1, 2020;*

22 *Amended Eff. September 1, 2024.*

1 14B NCAC 16 .1104 is amended as published in 38:19 NCR 1229-1243 as follows:

2

3 **14B NCAC 16 .1104 TRAINING AND SUPERVISION REQUIRED IN LEVEL THREE**

4 (a) If upon sponsorship the Associate has at least two years or 2,000 hours of verifiable training or experience, the
5 Associate will be classified as a Level Three Private Investigator Associate and shall undergo 40 hours of one-on-one
6 training.

7 (b) The first 40 hours of employment for the Level Three Private Investigator Associate shall be one-on-one
8 supervision.

9 (c) When the Level Three Associate completes the requirements of Level Three by fulfilling the licensing
10 requirements set forth in Rules .0204 and .0401 of this Chapter, the Associate may apply for a private investigator's
11 license.

12 (d) The sponsor or another licensed Private Investigator associated with the sponsor's firm, association, or corporation
13 shall meet with the Level Three Associate to review the Associate's work product. The ~~licensed Private Investigator~~
14 sponsor shall review each case on which the Associate is working or has worked since the last review. Review sessions
15 may encompass more than one case.

16 (e) The ~~sponsoring Private Investigator~~ sponsor shall have contact with the Level Three Associate sufficient to ensure
17 the Level Three Associate remains in compliance with G.S. 74C.

18

19 *History Note: Authority G.S. 74C-5(2);*

20 *Eff. July 1, 1994;*

21 *Transferred and Recodified from 12 NCAC 07D .1104 Eff. July 1, 2015;*

22 *Readopted Eff. July 1, 2020;*

23 *Amended Eff. September 1, 2024.*

1 14B NCAC 16 .1105 is amended as published in 38:19 NCR 1229-1243 as follows:

2
3 **14B NCAC 16 .1105 EDUCATIONAL DEGREES AND NON-DEGREED TRAINING**

4 (a) Using the formula in Rule .0204 of this Chapter, the Board shall give credit toward the educational and training
5 requirements of this Section as follows:

6 (1) An applicant shall receive a minimum of 400 hours of experience credit for an associate's degree.
7 The Board shall grant up to 100 additional hours if the applicant can demonstrate that further training
8 or course-work related to the private protective services industry was received while obtaining the
9 associate's degree.

10 (2) An applicant shall receive 800 hours of experience credit for a bachelor's degree. The Board shall
11 grant up to 200 additional hours if the applicant can demonstrate that further training or course-work
12 related to the private protective services industry was received while obtaining the bachelor's
13 degree.

14 (3) An applicant shall receive 1,200 hours of experience credit for a graduate degree. The Board shall
15 grant an additional 300 additional hours if the applicant can demonstrate that further training or
16 course-work related to the private protective services industry was received while obtaining the
17 graduate degree.

18 ~~(a) An applicant shall receive a minimum of 400 hours of experience credit for an associate's degree. The Board shall~~
19 ~~grant up to 100 additional hours if the applicant can demonstrate that further training or course work related to the~~
20 ~~private protective services industry was received while obtaining the associate's degree.~~

21 ~~(b) An applicant shall receive 800 hours of experience credit for a bachelor's degree. The Board shall grant up to 200~~
22 ~~additional hours if the applicant can demonstrate that further training or course work related to the private protective~~
23 ~~services industry was received while obtaining the bachelor's degree.~~

24 ~~(c) An applicant shall receive 1,200 hours of experience credit for a graduate degree. The Board shall grant an~~
25 ~~additional 300 additional hours if the applicant can demonstrate that further training or course work related to the~~
26 ~~private protective services industry was received while obtaining the graduate degree.~~

27 ~~(d)~~ (b) During the first 40 hours of one-on-one supervision, a Level One Associate may receive up to 4 hours of one-
28 on-one supervision credit for time spent in the courtroom observing a docketed trial. Of the remaining 120 hours of
29 one-on-one supervision required in Level One, the Associate may receive up to 12 hours of credit for time spent in
30 the courtroom observing a trial. Of the thousand hours of training required in Level One, the Associate cannot receive
31 more than 100 hours of credit for time spent in the courtroom observing a trial. To receive credit for courtroom
32 observation, the Level One Associate must state in the Associate's Log the docket number of the trial and the time
33 spent observing the trial.

34 ~~(e)~~ (c) During the first 40 hours of one-on-one supervision, a Level Two Associate may receive up to 4 hours of one-
35 on-one supervision credit for time spent in the courtroom observing a docketed trial. Of the remaining 80 hours of
36 one-on-one supervision required in Level Two, the Associate may receive up to 8 hours of credit for time spent in the
37 courtroom observing a trial. Of the thousand hours of training required in Level Two, the Associate cannot receive

1 more than 100 hours of credit for time spent in the courtroom observing a trial. To receive credit for courtroom
2 observation, the Level Two Associate must state in the Associate's Log the docket number of the trial and the time
3 spent observing the trial.

4 ~~(f)~~ (d) During the first 40 hours of one-on-one supervision, a Level Three Associate may receive up to 4 hours of one-
5 on-one supervision credit for time spent in the courtroom observing a docketed trial. Of the one thousand hours of
6 training required in Level Three, the Associate cannot receive more than 100 hours of credit for time spent in the
7 courtroom observing a trial. To receive credit for courtroom observation, the Level Three Associate must state in the
8 Associate's Log the docket number of the trial and the time spent observing the trial.

9

10 *History Note: Authority G.S. 74C-5(2);*
11 *Eff. July 1, 1994;*
12 *Transferred and Recodified from 12 NCAC 07D .1105 Eff. July 1, 2015;*
13 *Readopted Eff. July 1, 2020;*
14 *Amended Eff. September 1, 2024.*

1 14B NCAC 16 .1301 is amended as published in 38:19 NCR 1229-1243 as follows:

2
3 **14B NCAC 16 .1301 APPLICATION FOR UNARMED ARMORED CAR SERVICE GUARD**
4 **REGISTRATION**

5 (a) Each armored car employer or his designee shall complete an online application form for the registration of each
6 unarmed armored car service guard applicant to the Board. This online form shall be accompanied by:

- 7 (1) electronic submission of fingerprints from a Live Scan or similar system approved by the State
8 Bureau of Investigations or one set of classifiable fingerprints on an applicant fingerprint card that
9 shall be mailed separately to the Board's office;
- 10 (2) one head and shoulders color digital photograph of the applicant in JPG, JPEG, or PNG format of
11 sufficient quality for identification, taken within six months prior to online application and
12 submitted by uploading the photograph online with the application submission;
- 13 (3) upload online a statement of the result of a statewide criminal history records search by the reporting
14 service designated by the Board pursuant to G.S. 74C-8.1(a) for each state where the applicant has
15 resided within the preceding 60 months;
- 16 (4) the applicant's non-refundable registration fee, along with ~~a four dollar (\$4.00) the~~ convenience fee
17 charged by the Board's on-line application vendor and credit card transaction fee;
- 18 (5) the actual cost charged to the Private Protective Services Board by the State Bureau of Investigation
19 to cover the cost of criminal record checks performed by the State Bureau of Investigation, collected
20 online by the Private Protective Services Board;
- 21 (6) a statement signed by a certified trainer that the applicant has successfully completed the training
22 requirements of Rule .1307 of this Section, if applicable; and
- 23 (7) a completed affidavit form and public notice statement form.

24 (b) The employer of each applicant for registration shall give the applicant a copy of the online application and
25 completed affidavit and shall retain a copy of the application, including the affidavit, in the guard's personnel file in
26 the employer's office.

27 (c) The applicant's copy of the application and completed affidavit form shall serve as a temporary registration card
28 that shall be carried by the applicant when he or she is working is within the scope of his or her employment and shall
29 be exhibited upon the request of any law enforcement officer or authorized representative of the Board.

30 (d) A copy of the statement specified in Subparagraph (a)(6) of this Rule shall be retained by the licensee in the
31 individual applicant's personnel file in the employer's office.

32
33 *History Note: Authority G.S. 74C-3; 74C-5; 74C-8.1(a);*
34 *Eff. January 1, 2013;*
35 *Transferred and Recodified from 12 NCAC 07D .1401 Eff. July 1, 2015;*
36 *Amended Eff. November 1, 2017;*
37 *Readopted Eff. March 1, 2020;*

1 14B NCAC 16 .1302 is amended as published in 38:19 NCR 1229-1243 as follows:

2

3 **14B NCAC 16 .1302 FEES FOR UNARMED ARMORED CAR SERVICE GUARD REGISTRATION**

4 (a) Fees for unarmed armored car service guards are as follows, along with ~~a four dollar (\$4.00) the~~ convenience fee
5 charged by the Board's on-line application vendor and credit card transaction fee:

6 (1) thirty dollar (\$30.00) non-refundable initial registration fee;

7 (2) thirty dollar (\$30.00) annual renewal, or reissue fee;

8 (3) fifteen dollar (\$15.00) transfer fee; and

9 (4) twenty-five dollars (\$25.00) late renewal fee to be paid within 90 days from the date the registration
10 expires and to be paid in addition to the renewal fee.

11 (b) Fees shall be paid by credit card or other form of electronic funds transfer.

12

13 *History Note: Authority G.S. 74C-3; 74C-5; 74C-9;*

14 *Eff. January 1, 2013;*

15 *Transferred and Recodified from 12 NCAC 07D .1402 Eff. July 1, 2015;*

16 *Amended Eff. January 1, 2018;*

17 *Readopted Eff. September 1, 2024; March 1, 2020.*

1 14B NCAC 16 .1306 is amended as published in 38:19 NCR 1229-1243 as follows:

2
3 **14B NCAC 16 .1306 RENEWAL OR REISSUE OF UNARMED ARMORED CAR SERVICE GUARD**
4 **REGISTRATION**

5 (a) Each applicant for renewal of an unarmed armored car service guard registration identification card or his or her
6 employer shall complete an online form provided by the Board. This online form shall be submitted not fewer than 90
7 days prior to the expiration of the applicant's current registration and shall be accompanied by:

- 8 (1) upload online a statement of the results of a statewide criminal history records search obtained from
9 the reporting service designated by the Board pursuant to G.S. 74C-8.1(a) for each state where the
10 applicant has resided within the preceding 12 months;
- 11 (2) the applicant's renewal fee, along with ~~a four-dollar (\$4.00)~~ the convenience fee charged by the
12 Board's on-line application vendor and credit card transaction fee.
- 13 (3) one head and shoulders color digital photograph of the applicant in JPG, JPEG, or PNG format of
14 sufficient quality for identification, taken within six months prior to online application and
15 submitted by uploading the photograph online with application submission; and
- 16 (4) a completed affidavit form and public notice statement form.

17 (b) If there is a criminal charge pending against the applicant for renewal that constitutes a deniable offense under
18 G.S. 74C-8(d)(2), consideration of the application shall be deferred until the criminal charge is adjudicated.

19 (c) The employer of each applicant for a registration renewal or reissue shall give the applicant a copy of the online
20 application, including the completed affidavit form, that shall serve as a record of application for renewal or reissue
21 and shall retain a copy of the online application and affidavit in the guard's personnel file in the employer's office.

22 (d) Members of the armed forces whose registration is in good standing and to whom G.S. 105-249.2 grants an
23 extension of time to file a tax return shall receive that same extension of time to pay the registration renewal fee and
24 to complete any continuing education requirements prescribed by the Board. A copy of the military order or the
25 extension approval by the Internal Revenue Service or by the North Carolina Department of Revenue shall be
26 furnished to the Board.

27
28 *History Note: Authority G.S. 74C-3; 74C-5; 78C-8.1(a);*
29 *Eff. January 1, 2013;*
30 *Transferred and Recodified from 12 NCAC 07D .1406 Eff. July 1, 2015;*
31 *Amended Eff. November 1, 2017;*
32 *Readopted Eff. March 1, 2020;*
33 *Amended Eff. September 1, 2024; July 1, 2022.*

1 14B NCAC 16 .1401 is amended as published in 38:19 NCR 1229-1243 as follows:

2
3 **14B NCAC 16 .1401 APPLICATION/ARMED ARMORED CAR SERVICE GUARD FIREARM**
4 **REGISTRATION PERMIT**

5 (a) Each armored car employer or his or her designee shall submit an online application form for the registration of
6 each armed armored car service guard applicant to the Board. This online form shall be accompanied by:

- 7 (1) one set of classifiable fingerprints on an applicant fingerprint card that shall be mailed separately to
8 the Board's office;
- 9 (2) one head and shoulders color digital photograph of the applicant in JPG, JPEG, or PNG format of
10 sufficient quality for identification, taken within six months prior to online application and
11 submitted by uploading the photograph online with application submission;
- 12 (3) upload online a statement of the result of a statewide criminal history records search from the
13 reporting service designated by the Board pursuant to G.S. 74C-8.1(a) for each state where the
14 applicant has resided within the preceding 60 months;
- 15 (4) the applicant's non-refundable registration fee, along with ~~a four dollar (\$4.00)~~ the convenience fee
16 charged by the Board's on-line application vendor and credit card transaction fee;
- 17 (5) a statement signed by a certified trainer that the applicant has successfully completed the training
18 requirements of Rule .1407 of this Section;
- 19 (6) a certification by the applicant that he or she is at least 18 years of age;
- 20 (7) the actual cost charged to the Private Protective Services Board by the State Bureau of Investigation
21 to cover the cost of criminal record checks performed by the State Bureau of Investigation, collected
22 online by the Private Protective Services Board; and
- 23 (8) a completed affidavit form and public notice statement form.

24 (b) The employer of each applicant for registration shall give the applicant a copy of the online application and
25 completed affidavit form and shall retain a copy of the application, including affidavit, in the guard's personnel file in
26 the employer's office.

27 (c) The applicant's copy of the application, affidavit, and training certification shall serve as a temporary registration
28 card that shall be carried by the applicant when he or she is working within the scope of his or her employment and
29 shall be exhibited upon the request of any law enforcement officer or authorized representative of the Board.

30 (d) Online applications submitted without proof of completion of a Board approved firearms training course shall not
31 serve as temporary registration cards unless the armored car employer has obtained prior approval from the Director.
32 The Director shall grant prior approval if the armored car employer provides proof that the applicant has received
33 prior Board approved firearms training.

34 (e) The provisions of Paragraphs (a), (b), and (c) of this Rule also apply to any employee whose employment is
35 terminated within 30 days of employment.

36
37 *History Note: Authority G.S. 74C-3; 74C-5; 74C-8.1(a); 74C-13;*

1 *Eff. January 1, 2013;*
2 *Transferred and Recodified from 12 NCAC 07D .1501 Eff. July 1, 2015;*
3 *Amended Eff. November 1, 2017;*
4 *Readopted Eff. March 1, 2020.*
5 *Amended Eff. September 1, 2024.*

1 14B NCAC 16 .1402 is amended as published in 38:19 NCR 1229-1243 as follows:

2

3 **14B NCAC 16 .1402 FEES FOR ARMED ARMORED CAR SERVICE GUARD FIREARM**
4 **REGISTRATION PERMIT**

5 (a) Fees for armed armored car service guard firearm registration permits are as follows, along with ~~a four dollar~~
6 ~~(\$4.00)~~ the convenience fee charged by the Board's on-line application vendor and credit card transaction fee:

7 (1) thirty dollars (\$30.00) non-refundable initial registration fee;

8 (2) thirty dollars (\$30.00) annual renewal, or reissue fee; and

9 (3) fifteen dollars (\$15.00) application fee.

10 (b) Fees shall be paid by credit card or other form of electronic funds transfer.

11

12 *History Note: Authority G.S. 74C-3; 74C-5; 74C-9; 74C-13;*

13 *Eff. January 1, 2013;*

14 *Transferred and Recodified from 12 NCAC 07D .1502 Eff. July 1, 2015;*

15 *Amended Eff. January 1, 2018;*

16 *Readopted Eff. March 1, 2020.*

17 *Amended Eff. September 1, 2024.*

1 14B NCAC 16 .1406 is amended as published in 38:19 NCR 1229-1243 as follows:

2
3 **14B NCAC 16 .1406 RENEWAL OF ARMED ARMORED CAR SERVICE GUARD FIREARM**
4 **REGISTRATION PERMIT**

5 (a) Each applicant for renewal of an armed armored car service guard firearm registration permit identification card
6 his or her employer or designee shall complete an online form provided by the Board. This online form shall be
7 submitted not more than 90 days nor fewer than 30 days prior to expiration of the applicant's current armed registration
8 and shall be accompanied by:

- 9 (1) one head and shoulders color digital photograph of the applicant in JPG, JPEG, or PNG format of
10 sufficient quality for identification, taken within six months prior to online application and
11 submitted by uploading the photograph online with the application submission;
- 12 (2) upload online a statement of the result of a statewide criminal history records search by the reporting
13 service designated by the Board pursuant to G.S. 74C-8.1(a) for each state where the applicant has
14 resided within the preceding 12 months;
- 15 (3) the applicant's renewal fee, along with ~~a four-dollar (\$4.00)~~ the convenience fee charged by the
16 Board's on-line application vendor and credit card transaction fee;
- 17 (4) the actual cost charged to the Private Protective Services Board by the State Bureau of Investigation
18 to cover the cost of criminal record checks performed by the State Bureau of Investigation, collected
19 online by the Private Protective Services Board;
- 20 (5) a statement signed by a certified trainer that the applicant has successfully completed the training
21 requirements of Rule .0807 of the Section; and
- 22 (6) a completed affidavit form and public notice statement form.

23 (b) If there is a criminal charge pending against the applicant for renewal that constitutes a deniable offense under
24 G.S. 74C-8(d)(2), consideration of the application shall be deferred until the criminal charge is adjudicated.

25 (c) The employer of each applicant for a registration renewal shall give the applicant a copy of the online application
26 and completed application, including the completed affidavit form, to serve as a record of application for renewal and
27 shall retain a copy of the online application and affidavit in the guard's personnel file in the employer's office.

28 (d) Members of the armed forces whose registration is in good standing and to whom G.S. 105-249.2 grants an
29 extension of time to file a tax return shall receive that same extension of time to pay the registration renewal fee and
30 to complete any continuing education requirements prescribed by the Board. A copy of the military order or the
31 extension approval by the Internal Revenue Service or by the North Carolina Department of Revenue shall be
32 furnished to the Board.

33
34 *History Note: Authority G.S. 74C-3; 74C-5; 74C-8.1(a); 74C-13;*
35 *Eff. January 1, 2013;*
36 *Transferred and Recodified from 12 NCAC 07D .1506 Eff. July 1, 2015;*
37 *Amended Eff. November 1, 2017;*

- 1 *Readopted Eff. March 1, 2020;*
- 2 *Amended Eff. September 1, 2024; July 1, 2022.*

1 14B NCAC 16 .1501 is amended as published in 38:19 NCR 1229-1243 as follows:

2
3 **14B NCAC 16 .1501 EXPERIENCE REQUIREMENTS FOR A CLOSE PERSONAL PROTECTION**
4 **LICENSE**

5 (a) In addition to the requirements of G.S. 74C-8 and Section .0200 of this Chapter, applicants for a close personal
6 protection license shall:

- 7 (1) establish three years of verifiable experience while conducting close personal protection services as
8 set forth in G.S. 74C-3(a)(3a) with a private person, firm, association, or corporation within the last
9 10 years;
- 10 (2) establish three years of verifiable experience while conducting close personal protection services as
11 set forth in G.S. 74C-3(a)(3a) with any federal, state, county or municipal law enforcement agency,
12 or other governmental agency within the last 10 years;
- 13 (3) establish a military occupational specialty and two years of verifiable experience within the past
14 five years in the U.S. Armed Forces while conducting close personal protection services as set forth
15 in G.S. 74C-3(a)(3a) while serving in an official capacity; or
- 16 (4) have completed a course in close personal protection approved by the Board given by a school
17 specializing in close personal protection (or "executive protection") that consists of a minimum of
18 40 hours of actual classroom and practical instruction within the last two years as required by Rule
19 .1502 of this Chapter.
- 20 (5) possess a basic first aid certificate from the American Red Cross and a valid CPR and AED
21 certification from the American Red Cross, American Heart Association, American Safety and
22 Health Institute, or National Safety Council.

23 (b) In addition to the requirements of Section .0200 of this Chapter, an applicant for a close personal protection license
24 that is the spouse of an active duty member of the U.S. Armed Forces shall establish to the Board's satisfaction:

- 25 (1) the spouse holds a current license, certification, or registration from another jurisdiction and the
26 other jurisdiction's requirements are substantially equivalent to or exceed the Board's requirements;
27 and
- 28 (2) the spouse has two years verifiable experience within the past five years while conducting close
29 personal protection as set forth in in G.S. 74C-3(a)(3a) while serving in an official capacity with
30 any entity described in Paragraph (a) of this Rule.

31
32 *History Note: Authority G.S. 74C-5(2); 93B-15.1;*
33 *Temporary Adoption Eff. April 28, 2023;*
34 *Eff. November 1, 2023;*
35 *Amended Eff. September 1, 2024.*

1 14B NCAC 16 .1709 is adopted as published in 38:19 NCR 1229-1243 as follows:

2
3 **14B NCAC 16 .1709 PROBATIONARY EMPLOYEES**

4 (a) A digital forensic examiner licensee may employ a potential trainee as a probationary employee for 60 consecutive
5 calendar days. The Director, upon written request of the licensee, shall extend the probationary period by 30 additional
6 days.

7 (b) A digital forensic examiner licensee may supervise an intern as a probationary employee concurrent with the
8 intern's educational institution's schedule.

9 (c) A digital forensic examiner licensee may employ an apprentice participating in a North Carolina registered
10 apprentice program as set forth in G.S. 93B-8.6 as a probationary employee for the period prescribed in the federal
11 guidelines as set forth therein.

12 (d) To qualify as an "intern" the potential probationary employee must be enrolled as a student in a high school,
13 community college, college, or university, be in good standing with the educational institution, and the internship must
14 be for credit towards a degree, diploma, or certificate issued by the educational institution.

15 (e) Upon completion of the probationary period and the desire of the licensee to supervise the probationary employee
16 as a digital forensic examiner trainee, the potential trainee shall apply pursuant to Section .0200 of this Chapter.

17 (f) For hours gained during probationary employment, an internship, or apprenticeship to be considered for licensure
18 the probationary employee shall comply with Rule .1702 of this Section.

19 (g) Before a probationary employee engages in any activity defined as digital forensic examination or has access to
20 any confidential client information, the employee shall complete 40 hours of one-on-one supervision by the
21 supervising licensee, and the licensee shall conduct a criminal record check on the employee.

22 (h) Before engaging the probationary employee, intern, or apprentice the licensee shall submit to the Director in
23 writing the name, address, last four digits of social security number, confirmation that the results of the criminal
24 history record check contain no prohibitions as set forth in G.S. 74C-8(d)(2), and anticipated start date and ending
25 date of employment of the probationary employee. The Director shall confirm receipt within three business days of
26 receipt.

27 (i) Probationary employment which does not comply with this Rule is a violation of Rule .0204(c)(2) of this Chapter.

28 (j) Any probationary employee, intern, or apprentice shall be a minimum of 18 years of age.

29 (k) The use of the terms "employee" and "employment" in this Rule does not require or mandate compensation for
30 any probationary employment, internship, or apprenticeship.

31
32 *History Note: Authority G.S. 74C-5(2); 93B-8.6;*

33 *Eff. September 1, 2024.*