

Translation

MINISTERIAL REGULATION
AUTHORIZING SECURITY GUARD BUSINESS OPERATION
B.E. 2560 (2017)

By virtue of section 5 paragraph one, section 16 paragraph two, section 22 paragraph two and section 24 paragraph two of the Security Guard Business Act, B.E. 2558 (2015), the Prime Minister hereby issues the Ministerial Regulations as follows:

Clause 1. A company applying for a license for security guard business operation shall submit a request to the registrar along with the documents and evidence as follows:

- (1) a copy of the Certificate of Incorporation signed not more than thirty days before the application is submitted;
- (2) a copy of shareholder list signed not more than 30 days before the application is submitted;
- (3) list of names and nationalities of each director;
- (4) a copy of the identification card of the authorized representative of the juristic person;
- (5) a half length photograph, face facing forwards without hat and sunglasses, size 4 x 6 centimeters, of the authorized representative of the juristic person which had been taken for less than six months;
- (6) a sample of seal stamp (if any);
- (7) a short map showing the location of the security guard business;
- (8) evidence of title, possessory right or a letter of consent to use the place as a place of business guard security.

Clause 2. Within fifteen days of receiving the application for license for security guard business, if the registrar concludes that the application for license or the documents or evidence submitted with the application is invalid or incomplete in accordance with clause 1, the registrar shall notify the applicant along with reason for amendment within thirty days from the date of receiving the application for license.

In the case where the applicant does not amend the application for a license or fails to deliver the documents or evidence correctly and completely within the period specified

in paragraph one, it shall be deemed that the applicant does not wish to receive a license and registrar shall discharge the matter from the directory.

Clause 3. In case the application for a security guard business operation license and documents and evidence are accurate and complete, and the applicant have the qualifications and are not under any prohibition under section 17, the registrar shall send a written order granting or refusing to grant a license to the applicant within sixty days from the date of receiving the application for license. The applicant shall pay the fee of the security guard business license within sixty days from the date of receiving such notice.

If the applicant pays the fee within the time limit under paragraph one, the registrar shall issue a license to the applicant within seven days from the date of payment of the fee. If the applicant fails to pay the license fee within the specified time, it shall be deemed that the applicant does not wish to receive a license and registrar shall discharge the matter from the directory.

In case the registrar issues a refusal order, the registrar shall notify the applicant with reason and the right to appeal within seven days of the date the refusal order is issued.

Clause 4. A holder of license for security guard business operation who wishes to amend the name of the security guard company or the location of the security guard business operation in the license for security guard business operation, shall apply for an amendment to such lists to the registrar with the relevant documents and evidence. Clause 2 shall apply *mutatis mutandis* to the consideration of the request for amendment.

In case the registrar has verified that the application and documents and evidence are accurate and complete, the lists on the license for security guard business operation shall be amended accordingly.

Clause 5. A holder of license for security guard business operation who wishes to apply for a renewal of a license shall submit an application for renewal of the license to the registrar with the following documents and evidence within sixty days before the expiry date of license:

- (1) copy of original license or copy of substitute license;
- (2) documents and evidence under clause 1.

Clause 2 and clause 3 shall apply *mutatis mutandis* to the renewal of a license for security guard business operation.

In authorizing a renewal of license, the registrar shall issue a new license with the term "renewal" on it.

Clause 6. In case the license for security guard business operation is lost, destroyed or damaged in a substantial manner, the licensee shall submit a request for a substitute license to the registrar with the documents and evidence as specified in the application, and shall return the original license that is damaged or to file evidence of the case, lost or destroyed within thirty days from the date of becoming aware of the loss, destruction or damaged in a substantial manner. Clause 2 shall apply *mutatis mutandis* to the application for a substitute license.

In case the registrar has verified that the application and documents and evidence are accurate and complete, the registrar shall issue a substitute license to the applicant using the same license as the original one with the term "substitute" in red letters on top of the license.

Clause 7. Application for a license, a request acceptance, an amendment request, a request for license renewal and a substitute license for security guard business operation shall be in the forms prescribed by the Commissioner of the Royal Thai Police as published in the Government Gazette.

Clause 8. The application under this Ministerial Regulation shall be filed at the place where the security guard business is located as follows:

- (1) in Bangkok, shall be submitted to the Metropolitan Police;
- (2) in other provinces, shall be submitted to the provincial police.

Given on the 14th Day of March, B.E. 2560

General Prayut Chan-o-cha

Prime Minister

Remark: - The reasons for the promulgation of this Ministerial Regulation are as follows. As section 16 paragraph two, section 22 paragraph two and section 24 paragraph two of the Security Guard Business Act, B.E. 2558 (2015) prescribes that the application for and grant of license, the application for and grant of renewal of license and the application for and grant of substitute of licensed for security guard business operation shall be in accordance with the rule, procedure and condition prescribed in Ministerial Regulation, it is therefore necessary to issue this Ministerial Regulation.