

Specific Requirements and Training for a **LOCKSMITH** (under supervision)

This is a simple outline of the requirements and training guidelines to do with the particular security licence type, **Locksmith under supervision**. More complete and detailed information, plus links to legislation, policies and contacts, can be found on the Security Industry and Licensing website: www.pssg.gov.bc.ca/securityindustry

It is important to refer to the “Guide for Security Workers” when you are ready to submit an application to the Registrar. You may download the guide from: www.pssg.gov.bc.ca/securityindustry/worker/forms-guide.htm

To apply for a security worker licence as a **Locksmith under supervision** in British Columbia, and to keep your licence valid, there are specific requirements and conditions to be followed.

DESCRIPTION:

Doing the work of, or providing any aspect of services provided by a fully licensed locksmith but only while under the supervision of an individual who holds a security worker licence a fully licensed locksmith. Locksmith services may be the selling, supplying, providing advice on or installing an electronic locking device, advising on the methods of protecting property from intrusion, trespass or theft. [see Security Services Regulation Sec. 15(4)(3)]

TRAINING, EXPERIENCE and/or QUALIFICATIONS:

A Locksmith *under supervision* licensee must work under the supervision of a fully-licensed locksmith. Training certificates or prior experience for a Locksmith *under supervision* licence are not required.

WHILE UNDER SUPERVISION:

Locksmithing is a profession that requires technical knowledge and skill. To get this knowledge and skill – while a Locksmith *under supervision* — you may either:

- register for apprenticeship programs and locksmithing courses (for more information, visit the Industry Training Authority (ITA) at: www.itabc.ca)
- work towards acquiring an equivalent of at least two years of full-time work experience as a locksmith under supervision. Your work experience may be considered by the Registrar when you apply for a full locksmith licence. A locksmith business that employs a Locksmith under supervision, must develop written training plans and conduct regular progress reviews with their under supervision locksmith.

REQUIREMENTS FOR KEEPING YOUR LICENCE:

You must comply with the Security Services Act and Regulations, which include, but are not limited to, the following requirements:

- A Locksmith under supervision must work under the supervision of a fully licensed Locksmith to ensure clients obtain satisfactory service.
- Clients must be informed whenever a locksmith under supervision is providing locksmith services.
- Ensure all information the Registrar holds on you is up to date (residential address, any new criminal charges or convictions, a change in peace officer status, treatment for a mental condition or change in legal name).
- Keep the security worker licence current and carry the licence at all times when providing security work.
- Follow the Code of Conduct (in the Security Services Regulations), ensuring you carry out your work as a licensed security worker in a professional, honest and respectful way.
- Do not cut, make, transfer, lend or give a restricted key to anyone unless the person is an authorized person, the owner of the locking device that is to be operated by the restricted key or an employee of and acting with the authority of the owner of the locking device that is to be operated by the restricted key.