BACKGROUND AND OBJECTIVES

With a view to the 4th European Conference on Private Security Services, organised by CoESS and UNI-Europa in Madrid on 14th and 15th October 2004, and with the recent enlargement of the European Union on 1st May 2004 in mind, the European representative social partners, CoESS and UNI-Europa, decided to produce a ‘Panoramic Overview’ of the private security industry in all 25 EU Member States. This panoramic overview aims to provide a general outline of the current situation of the private security industry in the individual Member States. It can thus be considered to be a short guide. The information presented must be concise and easy to consult both during and after the 4th European Conference. CoESS and UNI-Europa have therefore opted for a filing card system consisting of tagged information.

This overview is the product of the above mentioned assignment and was completed with the ongoing commitment of CoESS and UNI-Europa and their national member organisations, and with the financial support of the European Commission (DG Employment and Social Affairs).

This study aims to provide a general picture of the private security industry in each EU Member State concentrating on:
- the legal situation (both national and regional),
- the social situation (a.o. collective agreements), and

Its main concern is to look for similarities and differences in the above mentioned areas which may serve as focal points in the future development of a European model for the private security industry.

METHODOLOGY

As is always the case in these types of overviews, the bulk of the information was supplied by the member organisations of CoESS and UNI-Europa in the EU Member States. Keeping in mind that participation in this project was entirely voluntary and added to the daily activities of the members it would only be right to credit all individuals who have contributed and to convey our gratitude.

In cases where no direct contacts were provided by the social partners; the assistance of (local) authorities, international police organisations, diplomatic bodies and other relevant institutions was sought and often granted. So we would like to extend our gratitude to all those who gave a helping hand. Without all these people it would never have been possible to complete this project.
All participants in the research received a detailed outline defining the expected data. This outline also served as the common denominator for the filing card on the individual Member States.

Even though the format (see endnote) of the filing card was planned to be uniform for the 25 Member States, this proved to be impossible. Given the limited available space and the wide variety of detailed information; choices had to be made. It was decided that only available data would be included. Tags mentioning ‘no data available’ would be omitted from the individual filing cards.

**STRUCTURE OF THE REPORT**

The report contains 25 filing cards in alphabetical order and each card represents a single Member State.

Each filing card consists of three main parts: the legal aspects, the social aspects and the economic aspects.

**THE LEGAL ASPECTS**

Describe the availability of a legal structure (legislation and regulations) as well as the legal conditions applying to the private security sector.

**THE SOCIAL ASPECTS**

Focus on the availability of recognised social partners, the existence of a social dialogue between them and the results of that dialogue.

**THE ECONOMIC ASPECTS**

Provide a statistical summary of the private security industry.
**Legal Aspects**

**Law and Regulations**
- Law of February 7th 1927 amended June 16th 1998 on professional activities and
- Law of December 14th 1995 on the private security enterprises
- Law of July 23rd 2002 on the private security enterprises

**Collective Agreements**
70

**Areas Covered by Regulation**
- Guarding of buildings and industrial sites
- Guarding of persons
- Guarding of transport
- Guarding of military installations
- Public order at events
- Guarding of nuclear power plants
- Airport Security
- Receptionists
- Patrolling
- Cash-in-transit

**Responsible Authority**
Department of Commerce

**Requirement**
Concession according to § 34a Gewerbeordnung (Industrial Code)

**Entrance Requirements**
- On company level
  - Reliability (background screening) 80 hrs of instruction (Chamber of Commerce), evidence of solvency
- On personnel level
  - Reliability (background screening) 40 hrs of instruction (Chamber of Commerce); special examination for guarding in public areas (Sachkundeprüfung)

**Restrictions on Background of Owners and Staff**
Checks are carried out by local authorities

**Specific Requirements**
- No specific exclusion criteria
- May not be active public servants
- Uniform
  - The uniform must not create confusion with uniforms of armed or police forces
- Identification card
  - Operational staff has to carry ID-card containing company name, photo
  - Staff working on public sector accounts must carry identification logo mentioning the company name in a visible place
- Minimum age
  - 18 yrs

**Fire Arms**
- Optional
- Mandatory permit for possession
- Mandatory training
- No specific training except for the guarding of military installations with examination by armed forces authorities
- Permission appointed at both company and personal level
- Company stores weapons after hours according to corresponding laws

**K9 (Dogs)**
Optional use
According to the rules of the Accident Insurance of the State

**Powers**
- Limited search and seizure
  - In general no other powers than any other citizen

**Training Facilities**
- Training provided by the Chamber of Commerce and Industry and by professional organisations representing the sector
- No specific selection and screening

**Training**
- Mandatory instruction (Chamber of Commerce) managerial staff 80 hrs theory
- Operational staff 40 hrs theory

**Certificate of Competency**
- Certification to all attending courses
- No provisions for follow up training

**Control by Authorities**
- Controlled by local authorities

**Sanctions by Authorities**
- Administrative sanctions
  - Withdrawal of permission to operate a business
- Penal sanctions
  - Fine up to € 5000

**Social Aspects**

**Trade Unions**
- Affiliated to UNI-Europa
  - **Verdi** (United Services Unions)
    - Members in sector : 30 000
    - Density : 20%
- Non-affiliated to UNI-Europa
  - **GÖD** (Trade Union for Public Services and Services)
    - Collective Bargaining / Agreement : na
    - Members : ± 50 430 / In security sector : ± 4500

**Panoramic Overview Private Security**

**Germany**

Population : ± 82 500 000
Police Force : ± 250 000  ratio : 1/330
Security force : ± 170 000  ratio : 1/485

**Social Aspects**

**Trade Unions**
- Affiliated to UNI-Europa
  - **Verdi** (United Services Unions)
    - Members in sector : 30 000
    - Density : 20%
- Non-affiliated to UNI-Europa
  - **GÖD** (Trade Union for Public Services and Services)
    - Collective Bargaining / Agreement : na
    - Members : ± 50 430 / In security sector : ± 4500
Density: ± 3.5% - 4%

**Employers' Organisation**
- **BDWS** (Federal Association of German Guard and Security Companies)
  - Member CoESS
  - Membership: 600 companies / Density: 20%
  - 127,500 employees / Density: 75%
  - Collective Bargaining / Agreement: yes
- **BDGW** (Federal Association of German Transport Companies for Money and Valuables)
  - Membership: 170 companies / Density: 90%
  - 8,000 employees / Density: 80%
  - Collective Bargaining: yes / Collective Agreement: no
- **TWSU** (State level association for guard and security companies in Thuringia)

**Negotiation**
- BDWS

**Economic Aspects**

| Total Number of Private Security Companies | ± 3000 companies |
| Size | 1-20 employees: 32% |
| | 20-200 employees: 55% |
| | 200-500 employees: 10% |
| | 500-1000 employees: 2% |
| | >1000 employees: 1% |

| Total Number Personnel | ± 170,000 |
| Management | ± 8,000 |
| Operational | ± 162,000 |

| Average Age | ± 45 yrs old |
| Gender | Male: 80% |
| | Female: 20% |

| Turnover Rate of Staff | 15% |
| Contract Type | Full time: 70% |
| | Part time: 30% |
| | Long term contract: 80% |
| | Temporary contract: 20% |

| Recruitment Criteria | Reliability |
| Training | Varies depending on factors such as the organising body eg the company, externally... |

| Dogs | ± 300 |
| Armoured Cars | ± 2500 |
| Number of Armed Guards | ± 10,000 |
| Yearly Turnover | ± € 4,100,000,000 (2003) |
| Market Growth | 2003: 3.30% |
| | 2002: 8.24% |
| | 2001: 7.69% |
| | 2000: 7.64% |

| Type of Contracts | Private: 1% |
| | Public: 24% |
| | Corporate: 75% |

| Type of Activities (Combined with other than security) | Receptionist services, facility management, cleaning, catering |

**Working Hours**
- 48 hrs / week (with a maximum of 12 hrs / day equals 72 hrs / week)
- Daily maximum 12 hrs
- Weekly maximum 72 hrs
- Overtime Surcharged (25%)
- Weekends and nights Surcharged (25-50% Sundays, 5-25% nights and vary in the different states)
Panoramic Overview Private Security

CZECH REPUBLIC

Population: ± 10 200 000
Police Force: ± 47 400  ratio: 1/215
Security force: ± 28 101  ratio: 1/363

LEGAL ASPECTS

Law and Regulations
- No specific legislation
- Small business law applies generally

Collective Agreements
On company level

Responsible Authority
Ministry of Industry

Entrance Requirements
On company level
- Compliance to the trade regulations (e.g. establishing a business)
- Owners must be over 18 yrs of age

On personnel level
None

Specific Requirements
Uniform
- Mandatory use
- Police Force Presidium must be informed about the form of uniform used by a private security company

Identification card
- Mandatory

Minimum age
- 18 yrs (owners only)

Restrictions on Background of Owners and Staff
Owners: no criminal record

Fire Arms
- Mandatory permit
- Permission appointed at personal level
- Storing of fire arms after hours: on site or at home
- Register on fire arms: yes
- Usually handguns

Powers
Limited search and seizure
Same powers as any citizen

Training Facilities
In company training

Training
On a company level

Services to Public Persons
Allowed

Social Aspects

Trade Unions
Non-affiliated to UNI-Europa
On company level

Level of Syndication
17 associations

Employers’ Organisation
- APSS (Association of Private Security Services of the Czech Republic)
  - Member of CoESS
- SECURITY CLUB
  - Member of CoESS

The two major professional organizations, both members of CoESS, in the Czech Republic, APSS and Security Club have found-
ed one national body in the beginning of July 2004: the Union of Private Security Services (UPSS). They now represent an overwhelming part of the security industry. Other smaller associations have been offered membership.

The main objectives of UPSS are: to stand for the big, medium and small security companies abroad, to improve the general knowledge about manned guarding and to lobby Parliament when the procedure of dedicated law is opened.

UPSS represents 72% of turnover and 62% of personnel

Safety and Health on the Work Floor
Governed by general rules

Economic Aspects

Total Number of Private Security Companies (in 2003)
± 2210

Size
1-4 employees: ± 700
5-19 employees: ± 895
20-99 employees: ± 550
100-499 employees: ± 52
>500 employees: ± 13

Total Number Personnel
± 30 030
Management: ± 1930
Operational: ± 28 100

**Gender**
- Male: 80%
- Female: 20%

**Turnover rate of staff**
± 77%

**Contract type**
- Full time: 86%
- Part time: 14%
- Long term contract: 90%
- Temporary contract: 10%

**Training**
- Organised by company
- Mostly upon entrance

**Uniforms**
Most of the time

**Dogs**
Sometimes

**Armoured cars**
± 250

**Yearly turnover**
± € 198 000 000 (2004)

**Type of activities (combined with other than security)**
Cleaning

**Working hours**
- Usually 37.5 hrs / week
- Daily maximum: 12 hrs
- Overtime: 150 hrs per year
SLOVENIA

LEGAL ASPECTS

Law and regulations
- Private security Act (Official Gazete No. 126/2003)
- Detective activities Act (Official Gazete No. 7/2003)

Collective agreements
Between private security companies and Chamber of private security companies

Areas covered by regulation
- Private investigation – detectives
- Protection of persons – bodyguard
- Protection of property
- Cash-in-transit
- Protection at events
- Managing remote alarm centres

Responsible authority
Ministry of the Interior

Entrance requirements
On company level
Requirements depend on type on licence
The general conditions are:
- To dispose of the personnel responsible for the performance of physical and technical security for people or fortune (security manager)
- Administrative board of private security company has never been previously convicted for intentional criminal act, that is persecuted by official duty
- To have at least five private security officers
- To own or rent remote alarm centres
- To have a professional liability insurance

On personnel level
A natural or legal person who is employed in the economic society, as an independent individual businessman or as an independant craftsman and responsible for performing services of physical and technical security for people or fortune (security manager), must besides the conditions fixed by the law of working relationships, fulfil the following conditions:
- To be a citizen of Republic of Slovenia or of the European Community
- To have at least a higher education
- To have passed the mandatory exam
- Never have been previously convicted for intentional criminal act that is persecuted by official duty

Directly performs physical security services for people and fortune (security guard – security officer) must, besides the general conditions fixed by the law of working relations, fulfil following conditions:
- To be a citizen of Republic of Slovenia or of the European Community
- To have at least 5 years of working experience
- To have passed the mandatory exam
- Never have been previously convicted for intentional criminal act that is persecuted by official duty

With respect to the performance of technical security services following conditions must be fulfilled:
- To be a citizen of Republic of Slovenia or of the European Community
- To have at least a technical education of V. degree of technical direction
- To have passed the qualification test
- Never have been previously convicted for an intentional criminal act that is persecuted by official duty

Restrictions on background of owners and staff
- Must not make a contract about performing or about performing tasks for which there are fixed by the law or authorized police or jurisdictional organs (persecution of person committing a crime, enforcement of debts and so on...), works for national and foreign defence, security or counterintelligence services
- Not use special operative methods and means

Specific requirements
- Uniform: Yes
- Identification card: Yes
- Minimum age: Minimal 18 yrs

Fire arms
- Permit: yes
- Specific training: yes
- Permission appointed at both company and personal level
- Obligatory storage of fire arms after hours
- Mandatory register on fire arms
- Limitations concerning the type of weapon and the number of weapons: yes

K9 (dogs)
Possession of dogs are strictly restricted

Horses
Possession of horses are strictly regulated

Powers
Limited search and seizure
Yes

Training facilities
100 hrs training

Training
- General training for all candidates for private security officers
- The role, duties and responsibilities of a security officer
- Communication Skills and Code of Practice
- National Legislation
- Methodology and tactics of guarding (patrolling, access
Panoramic Overview Private Security of SLOVENIA

LEVEL OF SYNDICATION
Internal/national

EMPLOYERS’ ORGANISATION
- Membership: Chamber of private security companies
- Density: Compulsory membership

NEGOTIATION
yes

NUMBER OF COLLECTIVE AGREEMENTS IN FORCE
2

AREAS COVERED
Private security activities

SERVICES TO PUBLIC PERSONS
Yes

CONTROL BY AUTHORITIES
Inspectorate of the Republic of Slovenia for Interior

SANCTIONS BY AUTHORITY
Administrative sanctions
Yes
Penal sanctions
Yes

CERTIFICATE OF COMPETENCY
Yes

MEDICAL AND PSYCHO-TECHNICAL (PSYCHOLOGICAL) EXAMINATION
Yes

ECONOMIC ASPECTS

TOTAL NUMBER OF PRIVATE SECURITY COMPANIES (IN 2003)
± 126

SIZE
mostly 20-99 employees

AVERAGE EDUCATION
Secondary school

CONTRACT TYPE
- Long term contract

EXPERIENCE
No experience

SLOVENIA
TOTAL NUMBER OF LICENSED PRIVATE SECURITY COMPANIES (IN 2003) ± 146
TOTAL NUMBER PERSONNEL ± 18,321

ACTIVITIES
- Supervision and protection of (im)mobile goods (72.21%)
- Supervision and protection of transport of valuables (13.10%)
- Conception, installation and maintenance of alarm systems and alarm centres (5.31%)
- Management of a control room (4.17%)
- Supervision of and control of persons in view of the assurance of the security in public places (3.61%)
- Retail inspection (1.47%)
- Protection of persons (0.13%)

TOTAL NUMBER PERSONNEL: ± 18,321
- Management: ± 2,473
- Operational: ± 15,848

AVERAGE AGE / GENDER
- Male: 34 yrs / 85% 
- Female: 33.5 yrs / 15%

AVERAGE EDUCATION
- Secondary modern school

CONTRACT TYPE
- Long term contract: 90%
- Temporary contract: 10%

TRAINING AND CERTIFICATION OF COMPETENCY
(New regulations to be adapted soon)
Training centres: licensed by Home Office

SANCTIONS BY AUTHORITIES
Administrative sanctions
- Fine
- Permanent or temporary suspension / Revocation of license
Penal sanctions
- Fine
- Imprisonment

TRADE UNIONS
- Affiliation to UNI-Europa
  - CCAS / SCC / ACV (La Centrale Chrétienne de l’Alimentation et des Services / Algemeen Christelijk Valverband)
  - CG FGTB / AC ABVV (La Centrale Générale de la FGTB / Algemene Centrale van de Socialistische Vakbond)
  - LBC-NVK (Landelijke Bedienden Centrale - Nationaal Verbond voor Kaderpersonen)
  - SETCA / BBTK (Syndicat des Employés Techniques et Cadres de Belgique / Bond van Bedienden en Kaders in België)
- Non affiliation to UNI-Europa
  - CGSLB / ALCVB (Syndicat Libéral / Liberale Vakbond)

LEVEL OF SYNDICATION: 85%

EMPLOYERS’ ORGANISATION
- BVBO / APEG (Beroepsvereniging van Bewakingsondernemingen vzw / Association Professionelle des Entreprises de Gardiennage asbl)
  - Member CoESS

NEGOTIATION: On sectoral level

SECTORAL SOCIAL DIALOGUE
- Joint committee 317 consists of 18 full members (9 employers’ (all BVBO / APEG members) representatives and 9 employee representatives)

NUMBER OF COLLECTIVE AGREEMENTS IN FORCE: 16

AREAS COVERED
By the Collective Bargaining Agreements (CBA) i.e. most important on wages, early-retirement, training, flexibility of working hours, recruitment of people belonging to risk group (under qualified)

CATEGORIES AND SALARY (hourly rate) CBA January 1st 2004
- Workers: 14 categories
  - Wages paid at hourly rate averaging between €10,8578 and €13,2708
  - Entry level (first 3 months) averaging between €10,3149 and €12,5360
- Employees: 4 categories
  - Wages paid on a monthly basis calculated by age and averaging

Employees: 4 categories
- Wages paid on a monthly basis calculated by age and averaging

SAFETY AND HEALTH ON THE WORK FLOOR
Based on CBA of February 22nd, 2000 focuses mainly on the safety and health in transport of valuables and CIT and general Belgian CBA’s and legislation

ECONOMIC ASPECTS

TOTAL NUMBER OF LICENSED PRIVATE SECURITY COMPANIES (IN 2003) ± 146
TOTAL NUMBER PERSONNEL ± 18,321

ACTIVITIES
- Supervision and protection of (im)mobile goods (72.21%)
- Supervision and protection of transport of valuables (13.10%)
- Management of a control room (5.31%)
- Administration and maintenance of alarm systems and alarm centres (4.17%)
- Supervision of and control of persons in view of the assurance of the security in public places (3.61%)
- Retail inspection (1.47%)
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TOTAL NUMBER PERSONNEL: ± 18,321
- Management: ± 2,473
- Operational: ± 15,848

AVERAGE AGE / GENDER
- Male: 34 yrs / 85%
- Female: 33.5 yrs / 15%

AVERAGE EDUCATION
- Secondary modern school

CONTRACT TYPE
- Long term contract: 90%
- Temporary contract: 10%

TRAINING
All basic training and special trainings

UNIFORMS
Over 90% of the security activities is done by uniformed guards

DOGS
51 companies have obtained a license to use dogs during activities

ARMOURED CARS
2 CIT companies or 333 armoured cars in 2003

NUMBER OF ARMED GUARDS
14 companies employ guards licensed to carry fire arms

YEARLY TURNOVER
By the 17 BVBO / APEG members €525 000 000 in 2003

TYPE OF CONTRACTS IN 2000
Private: 37% Public: 2% Enterprises: 61%

WORKING HOURS
37 hrs / wk (with a maximum of 12 hrs / day = 60 hrs / wk)
Overtime: Fringe benefit (supplementary payment or compensating free time)
Weekends and nights: Incentive earnings
Stand-by: Incentive earnings + salary

EQUALITY AND DIVERSITY (EO) POLICY
No sector specific legislation

BELGIUM
BELGIUM

**Law and Regulations**
- April 10th 1990 'Law regulating the Private Security' last modified May 7th 2004 providing a legal framework for the security sector and further detailed in Royal decrees, Ministerial decrees and Circulars

**Responsible Authority**
Home Office

**Requirement**
- License listing the authorised activities
- License is valid for 5 years and is renewable for the same period

**Collective Agreements**
On a sectoral level

**Areas Covered by Regulation** (L. 1990, April 10th - Article 1, §1)
- Supervision and protection of (im-) mobile goods
- Protection of persons (bodyguards)
- Supervision and protection of transport of valuables
- Management of an alarm control room
- Supervision of and control of persons in view of the assurance of the security in public places
- Store detectives
- Conception, installation and maintenance of alarm systems and alarm centres
- Guarding of events
- Hotel security
- Assistance of groups in view of assuring traffic security
- Establishing material facts on public roads

**Entrance Requirements**
On company level
- Liability insurance
- Yearly fee based upon size of company
- Compliance with all rules as stated by law and executing decrees

On personnel level
- EU citizen and main address in EU
- Minimum age 21 (management and Board of Directors) 18 (operational)
- Testimonial of good conduct and good character

**Restrictions on Background of Owners and Staff**
- No prior conviction
- No incompatible activities that might compromise the internal or external security of the State (private investigator, arms dealer, ...)
- Having completed the necessary training, education and experience
- At least 5 years retirement of public office (i.e. police, secret service, military...)
- Possessing the necessary moral standards

**Specific Requirements**
Uniform

- Optional
- Model is approved by Home Office
- Official insignia ‘V’ on uniform
- Must not create confusion with public police

**Identification card**
- Mandatory
- Designed and delivered by Home Office

**Fire Arms**
- Common Law concerning the possession, carrying and use of fire arms applies
- Complete mandatory training
- Permission appointed at personal level and limited to assignment
- Off hours fire arms are kept in fortified rooms
- Obligation to keep detailed register of data on fire arms in company
- Number and type of weapons are defined by Royal Decree

**K9 (dogs)**
Some activities can be executed with the assistance of a guard dog provided the dog passed an anti-aggression test and is a shepherd dog

**Powers**
Same powers as any citizen + special powers within frame of law and appointed by the Home Office

**Search and Seizure**
Only for certain activities related to identity checks and control of persons
Allowed upon proof of possession of dangerous items or items containing a security risk
Search is executed by member of the same gender

**Medical and Psycho-technical (Psychological) Examination**
Mandatory for operational personnel

**Services to Public Persons**
After special permission from the Home Office
Permission is limited to specific contract and limited to the duration of the contract

**Control**
Submittal to the Home Office (SPFI) of a yearly activity report
Members of the police and / or specially assigned public servants are appointed with control function. This control can be a paper control or a visit on site and may be unsolicited

**Retribution**
Mandatory payment of retributions to a dedicated Fund of the Home Office. Distinction between a one time entrance retribution to obtain the necessary license(s) and a yearly retribution to cover all licensed activities as well as the necessary administrative tasks from the responsible public administration
LITHUANIA

LAW AND REGULATIONS

- Government of the Republic of Lithuania – Resolution 160/03/12/1993 - Individuals and property safety regulations into force since 05/05/1994

AREAS COVERED BY REGULATION

The Law shall regulate the activities of the private legal persons, as well as the foreign state branches, state and municipal enterprises of Lithuania working in the range of armed/unarmed individuals and property safety.

Protection of persons and property using fire arms and special equipment or physical constraint (same by the new Law), for the purposes of:
- Guarding of client’s home
- Guarding of client’s or own company’s movable or immovable property, commercial or technological secrets
- Guarding of client’s health and life against criminal attempts
- Providing of cash in transit

RESPONSIBLE AUTHORITY

- Ministry of the interior of the Republic of Lithuania
- Police department under the MOI, territorial police commissariats (to be determined by the new implementing regulations)

ENTRANCE REQUIREMENTS

On company level

- Licence issued by the Ministry of the interior
- Valid for 3 years

By the new Law :
- Companies from the Republic of Lithuania and foreign countries
- Members of the EU, the EEC or NATO; two types of licences
- For armed and unarmed protection; no licence is required for the companies having a licence in countries
- Members of the EU or the EEC for guarding of persons who come to the Republic of Lithuania and depart from it and their property, but not longer than for 3 months within a year

On personnel level

- Citizen of the Republic of Lithuania
- 25 years old
- Mandatory licence
- Meet the prescribed health, training and insurance conditions
- Additionally, a person who intends to guard commercial or technological secrets is required to have a prior experience of at least 5 years of legal work

By the new Law :
- Citizens of the Republic of Lithuania and foreign countries
- Members of the EU, the EEC or NATO
- 18 yrs old
- Meet the prescribed health, training and registration conditions
- Guards intending to work with fire arms need to meet the conditions set by the Law on the control of fire arms and ammunition

- Under the circumstances set by law staff might be required to speak Lithuanian
- Cash in transit services is allowed only when guard has a special identification card
- Qualification exam

Restrictions on background of owners and staff

Exclusion criteria :

- Being on police’s preventive or operational records
- Being on the institutional record for mental disorder, alcoholism, drug addiction
- Having a limited legal capacity
- Being under a criminal proceeding
- Serving a sentence or being deprived by the court of the right to practice guarding activities
- Being previously convicted
- Working in civil service
- Being previously a guard, within 2 years from the cancellation of the licence
- Being dismissed from the work (staff of private security) for breach of work ethic, within 2 years from the dismissal
- Being an advocate or a notary

By the new Law :
Exclusion criteria :
- Falling short of the demands for health condition (except for owners)
- Having a limited legal capacity
- Being irresponsible or having a diminished responsibility
- Being an operational record
- Being obliged by the court under the Law on prevention of organised crime
- Being deprived by the court of the right to practice guarding activities
- Being previously convicted
- Being previously an owner, within 3 years from the cancellation of company’s licence for the violation of licensed activities
- Being previously a guard, within 3 years from the cancellation of the identification card for the violation of this Law or other related laws
- Being previously a part of cadre of the state security structures of the USSR (NKVD, NKGB, MGB, KGB)

SPECIFIC REQUIREMENTS

Identification card

- Issued by the Police department under the MOI or territorial police commissariats
- Valid for 3 years (to be determined by the new implementing regulations)

MINIMUM AGE

- At present : 21 yrs
- As of January 1° 2005 : 18 yrs

FIRE ARMS

- Subject to provisions of the Law on the control of fire arms and ammunition
- Mandatory permit issued by the Minister of the Interior
- Specific training embedded in basic professional training
- Can only be carried while on duty and used for :
TOTAL NUMBER OF PRIVATE SECURITY COMPANIES
(IN 2003)
± 6

SIZE
1-4 employees : na
5-19 employees : na
20-99 employees : na
100-499 employees : na
> 500 employees : ± 4

TOTAL NUMBER PERSONNEL
± 10 000

ECONOMIC ASPECTS

1) withstanding an attack threatening own life or health
2) guarding of client against attack threatening his life or
health
3) guarding of objects (list of the objects is determined
by the General commissar) during an armed attack

By the new Law :
– Withstanding an attempt or an armed attack of a guarded
object threatening own life
– Guarding of client against an attack threatening his life
– Detaining a person suspected of committing a crime if he
actively resists detention

The use of fire arms is prohibited in crowded areas (where
casual persons could be hurt) and against persons with
preteens, women, minors or persons with clear signs of
disability, except in cases when they attack with fire arms

By the new Law :
– Also except in cases when they attack in groups
– Fire arms are also allowed to use against animals
– Permission appointed at company and personnel level
– Storing of fire arms after hours: are required to be stored in
specially regulated arsenals
– Register on fire arms
– Limitations concerning the type of weapon and the number of
weapons : pistols and smoothbores are allowed, except for
guarding of banks and providing transit of cash, where auto-
matic rifles are also allowed. Other types of fire arms are also
allowed for guarding of exceptionally important objects

K9 (DOGS)
No specific provisions concerning training
Can only be used for guarding of objects

By the new Law : also for guarding of persons in the objects

POWERS
No specific provisions at the moment

By the new Law :
– Carry and use fire arm
– Carry and use special equipment, use physical constraint
– Request a person, suspected of committing an administrative
or criminal offence, to stop illegal actions
– Detain suspected offender caught in the act or right after that
and transfer him to the police
– Check in the guarded object operated by the system of per-
mits for personal identification of persons, items carried by per-
sons, check cargo carried in vehicles and related documents
– Show carried items and, with verbal or written consent of that person, to inspect carried items or that
person; Prevent other persons from entering into a guarded
object by the written order of a client
– Use vehicle with orange signalling while responding to alarm
– Prevent persons suspected of carrying forbidden things or dis-
obeying the rules from entering into mass or other events
taking place in a guarded object, or against persons breaching
the public order or other requirements

TRAINING
Mandatory course of basic professional training
Prepared by the Ministry of the Interior
Mandatory exam
Qualification exam every three years (to be determined by
the new implementing regulations)

CERTIFICATE OF COMPETENCY
Based on the exam (basic or qualification)

MEDICAL AND PSYCHO-TECHNICAL (PSYCHOLOGICAL)
EXAMINATION
Required : basic and routine (same by the new Law)

SERVICES TO PUBLIC PERSONS
To certain extend

CONTROL BY AUTHORITIES
Authorities have the right to inquire about information needed
to evaluate compliance with conditions of licence (same by new
Law)

SANCTION BY AUTHORITIES
Administrative sanctions
Notice of warning, pecuniary penalty.
Withdrawal of licence
Penal sanctions
General provisions apply

SOCIAL ASPECTS

TRADE UNIONS
Affiliated to UNI-Europa
LTUCCCE

LEVEL OF SYNDICATION
Low

EMPLOYERS’ ORGANISATION
Few
LUXEMBOURG

Law and Regulations
Law from November 12th, 2002 related to security services providers
Regulation of August 22nd, 2003 related to the methods

Collective Agreements
On national level

Areas Covered by Regulation
- Guarding of (im) mobile goods
- Protection of persons (bodyguards)
- Management of alarms-monitoring centres
- CIT

Responsible Authority
Ministry of Justice

Requirement
Mandatory license

Entrance Requirements
On company level
- Written authorisation of the Minister of Justice
- No other commercial activities than those mentioned in authorisation

On personnel level
- Minimum 18 yrs old
- Disposing of he necessary characteristics
- No incompatible activities

Restrictions on Background of Owners and Staff
Authorisation of the Department of Commerce

Specific Requirements
Uniform
- Mandatory
- Equipped with radio communication system
Identification card
- Mandatory
- Agreed by Minister of Justice
- First name, name and details of company (address, company name, phone number and detail of legal person)

Fire Arms
- Mandatory permit
- Specific training : 4 times a year shooting exercises under supervision of a public police officer
- Applicable to CIT (required by law)
- Permission appointed at company and personal level
- Storing of fire arms after hours in a secure area on the company premises
- Mandatory register on fire arms
- No specific limitations except that wearing firearms is limited to exercise of armed activities

Powers
Same as any citizen

Training Facilities
Provided by the company

Training
- Provided by the company
- CIT training required by law

Certificate of Competency
- None
- CIT Individual training booklet

Medical and Psycho-technical (Psychological) Examination
Required by law

Control by Authorities
Ministry of Justice

Sanctions by Authorities
Administrative sanctions
Withdrawal of authorisation
Penal sanctions
- Fines from € 251 to € 250 000
- Imprisonment from 8 days till 1 year

Social Aspects
Trade Unions
Affiliation to UNI-Europa
- OGB-L Confédération Syndicale Indépendante du Luxembourg and LCGB : Confédération Luxembourgeoise des Syndicats Chrétiens
Non affiliation to UNI-Europa
- ALEBA – UEP

Level of Syndication
Estimated <15%

Employers’ Organisation
- ALEGA Association Luxembourgeoise des Entreprises de Gardiennage et de transports de Fonds Member CoESS as of January 1st 2005
- FEDIL Fédération des Industriels Luxembourgeois

Sectoral Social Dialogue
Yes

Panoramic Overview Private Security
Population : ± 462 000
Police Force : ± 1573 ratio : 1/294
Security force : ± 2200 ratio : 1/210
## Economic Aspects

### Total Number of Licensed Private Security Companies (in 2003)

- ± 10 companies

### Size

- 1-4 employees: ± 1
- 5-19 employees: ± 1
- 20-99 employees: ± 3
- 100-499 employees: ± 4
- >500 employees: ± 1

### Total Number Personnel

- ± 2200
  - Management: ± 100
  - Operational: ± 2100

### Turnover Rate of Staff

- ± 15%

### Contract Type

- Full: 98%
- Part time: 2%
- Long term contract: 90%
- Temporary contract: 10%

### Recruitment Criteria

Generally related to group policies

### Training

- Duration of training: ± 80 hrs
- Organised by company: yes
- Organised externally (technical school, …): in specific cases

### Type of Contracts

- Private: ± 70%
- Public: ± 27%
- Corporate: ± 3%

### Type of Activities (Combined with Other Than Security)

Not allowed by the law

### Working Hours

- 40 hrs / week
- 5 days / week
- 8 hrs / day

- Daily maximum: 10 hrs
- Weekly maximum: 56 hrs
- Overtime: > The above limits and max. 192 hrs per month (50% premium)

- Weekends and nights
  - Nightshift: + 20%
  - Sunday: + 70%
  - Holidays: + 200%

### Stand-by

Exceptional

### Equal Opportunities (EO) Policy

EU regulation adopted in local law

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**Panoramic Overview Private Security of LUXEMBOURG**

**Number of Collective Agreements in Force**

1: CBA of September 16th 2002 with respect to the agents in private security companies

**Areas Covered**

Content of the CBA (topics or areas such as salaries, holidays, fringe benefits, …)

**Equal Opportunities**

General provisions: Provided by law details please

Specific measures: none

**Safety and Health on the Work Floor**

Specific legislation
LATVIA

Law and Regulations
- November 11th 1998 Security Guards Activities Law

General Laws
- Corporate Law, Law on Vocational Qualifications, Arms Law etc.

Areas Covered by Regulation
- Guarding of movable and immovable property
- Guarding of natural persons
- Event and object security
- To design, install and repair technical security guard systems

Responsible Authority
- Ministry of the Interior
- Central Public Order Police Department

Requirement
- To hold a license
- There are two types of licenses
  - A license to design, maintain and repair technical security guard systems
  - To provide all of the security guard services and security guard activities referred to in the law

Entrance Requirements
- On company level
  - To hold a license
  - The manager must be a Latvian citizen
  - A foreign investor (other than a member of the EU) must not hold a controlling interest in the company
  - Fluency In the official language as required by the Official Language Law
  - It's prohibited to issue a license to companies in which management positions are held by persons about whom the State Police or State Security Institutions have information that indicates belonging to prohibited military or armed formations, to political parties or public political organisations, associations or movements that are not registered in accordance with the procedures prescribed by law as well as to organised criminal groups
  - It's prohibited to issue a license to companies that have been cancelled for violations such as:
    - activities that are directed against the state and the lawful interest of the society or a person
    - violations or failure to comply to the requirements of this law
    - proven false information
    - not systematically fulfilling tax obligations
    - not commencing security guard activities within six months from the day the license was issued
    - if cancellation was determined by other laws or court adjudication
    - The security guard activities only work on the basis of a written contract
    - Losses caused by fault of the security guard are to be reimbursed

On personnel level
- Mandatory training
- Certification after examination as prescribed by the Cabinet
- Mandatory payment of fee
- Certificate is valid for 5 yrs
- Security personnel is liable for their activities in accordance to the regulatory enactments in force

Restrictions on Background of Owners and Staff
- No conviction of a criminal offence
- No determination of mental illnesses, addiction to narcotics, toxic substances or alcohol

Specific Requirements
- Uniform
- Mandatory except when otherwise required

Fire Arms
- Mandatory permit
- Mandatory training
- Permission appointed at company level
- Mandatory storing of fire arms after hours
- Mandatory register on fire arms
- Limits concerning the type of weapon and the number of weapons: fire arms and gas pistols
- Limited to self-defence or when showing resistance during an arrest, to frighten or render harmless an animal that endangers the life, health or property of a person or to summon help, to signal or to warn
- Limited to duty
- The acquisition, storage and issuing of fire arms is regulated by the Cabinet regulations

K9 (Dogs)
- Allowed
- Must only be used when handler is present
- Dogs used in public places or places accessible to the public must always be on a leash
- Veterinary requirements must be observed
- Clearly legible warnings must be put in visible places when dogs are present in enclosed territory without their handler

Powers
- Right to request a person to stop illegal activities
- Right to observe the specified procedures in the object that is being guarded
- To arrest persons who are violating the law or who have illegally entered the object being guarded
- To check passes or other identification documents

Limited Search and Seizure
- To examine transport, freight and personal belongings at entry

Panoramic Overview Private Security

LATVIA

Population : ± 2 300 000
Police Force : ± 10 600 ratio : 1/217
Security force : ± 5000 ratio : 1/460
### Economic Aspects

<table>
<thead>
<tr>
<th>Total Number of Private Security Companies (in 2003)</th>
<th>Total Number Personnel</th>
</tr>
</thead>
<tbody>
<tr>
<td>± 270</td>
<td>± 5000</td>
</tr>
</tbody>
</table>

### Social Aspects

- Sanctions by Authorities
  - Administrative sanctions
    - Withdrawal of license: if the company engages in activities that are directed against the State and the lawful interests of the society or a person
    - Violations of or failure to comply with the requirements of this law or any other regulatory enactment
    - Provision of false information
    - Systematically failing to fulfil tax obligations
    - For not commencing security guard activities within six months from the day the license was issued
    - If cancellation was determined by other laws or court adjudication

- and exit points of the objects being guarded
IRELAND

Population: ± 3,900,000
Police Force: ± 12,000  ratio: 1/325
Security Force: ± 20,000  ratio: 1/195

LEGAL ASPECTS

Law and Regulations
- May 5th 2004 Private Security Services Act

Collective Agreements
- On a sectoral level

Areas Covered by Regulation
- Uniformed Security Guards
- Door Security Personnel
- Electronic Systems Installers

Responsible Authority
- The Private Security Authority under the Private Security Services Act 2004

Requirements
- No legal requirements at present

SOCIAL ASPECTS

Trade Unions
- Affiliated to UNI-Europa
  - Siptu (main union for security personnel)

Employers’ Organisation
- Irish Security Industry Association (ISIA)
  - Member CoESS
    - Members: ± 70 (all multi-national companies are members of ISIA)
- National Union of Security Employers (NUSE)
  - Member CoESS
    - Members: ± 60

Negotiation
- Joint Labour Committee (JLC) involving ISIA/NUSE/SIPTU

Number of Collective Agreements in Force
- 1

Areas Covered
- The Security Industry Joint Labour Committee issues Employment Regulation Orders on a regular basis determining the minimum terms and conditions of employment for Security Guards

Categories and Salary
- Security Guard up to 1 year = €7.41ph
- Security Guard over one year = €7.82ph
  - "Pay rates and conditions of employment in the Irish Security Industry are also determined by individual Security Company/SIPTU Collective Agreements. These Company-based collective agreements provide for pay rates in excess of the minimum legally enforceable rates quoted above"

Equal Opportunities
- General provisions
  - Fixing the statutory minimum rates of remuneration and regulating the statutory conditions of employment of workers in the security services industry

ECONOMIC ASPECTS

Total Number of Private Security Companies (in 2003)
- ± 300 recognised security companies providing guarding

Size
- 1-4 employees: ± 68
- 5-19 employees: ± 75
- 20-99 employees: ± 122
- 100-499 employees: ± 28
- >500 employees: ± 7

Total Number Personnel
- Management: ± 2,000

Gender
- Male: 98%
- Female: 2%

Average Education
- Secondary college or below

SAFETY AND HEALTH ON THE WORK FLOOR
- Very strict regulations from Health & Safety Authority governing work practices
RECRUITMENT CRITERIA
- The ISIA have an extensive Assessment, Application and Vetting Procedure when recruiting new employees.
- The SGS Qualicert is the highest security business practice standard developed for the ISIA members and their customer audience. All members must meet the requirements of the Qualicert and any major non-conformances must be addressed and corrected within one/three months. Failure to meet the majors will prompt suspension and expulsion.
- The Security Services Industry has a national standard called I.S. 999 : 1999 for Guarding Services Companies.

RECRUITMENT METHODS
- Advertising
- Training schemes
- Websites

TRAINING
- Duration of training: 2 days
- Organised by induction and on-site training (32 hrs for both)
- Organised externally by Security Institute of Ireland and FAS Employment and Training Authority and other bodies (FAS Course 16 weeks)
- Before entrance: FAS Course 16 weeks before entrance
- Combination with mentor: FAS course

EXPERIENCE
Mostly limited

UNIFORMS
Yes

ARMOURED CARS
5 transport companies operate in Ireland

NUMBER OF ARMED GUARDS
Prohibited

YEARLY TURNOVER
± € 400,000,000 (2003)

MARKET GROWTH
2003: 8%

TYPE OF ACTIVITIES (COMBINED WITH OTHER THAN SECURITY)
- Receptionists
- Stock control
- Safety enforcement
- Fire fighting

WORKING HOURS
- According to the Working Time Directive
- Generally 48 to 52 hrs /week
- Weekly maximum 48 hrs
- Overtime >40 hrs

EQUAL OPPORTUNITIES (EO) POLICY
As per Equality Acts
FINLAND

LAW AND REGULATIONS
- Ministry of the Interior Decree on Training for Managers and Guards employed by Guarding Services Suppliers (780/2002)
- Ministry of the Interior Decree on Special Forcible Means Training for Guards (781/2002)
- Ministry of the Interior Decree Concerning Dogs Accompanying Guards and Order Supervision Personnel on Duty (782/2002)

COLLECTIVE AGREEMENTS
On sectoral level
- Supported by national legislation on holidays, working hours, employment protection, rights for part time and temporary workers

AREAS COVERED BY REGULATION
- Protection of goods (mobile and immobile)
- Protection of persons
- Guarding of transport of valuables and CIT
- Guarding and control of persons and access in public places

RESPONSIBLE AUTHORITY
- Ministry of the Interior Security Sector Supervision Unit: Private Security Services
- The local police department of the applicant’s municipality of residence: Guard, temporary guard and security officer certifications, fire arm licences

REQUIREMENT
- License mandatory valid for 5 yrs and renewable

ENTRANCE REQUIREMENTS
On company level
- Financial viability check eg no state of bankruptcy, sufficient assets
- No limitations on capacity to act
- Assessment of all companies by police authorities
- Maintenance of daily report sheets
- Necessary license may be granted to natural persons as well as legal persons

On personnel level
- Minimum 18 yrs maximum 65 yrs (both management and employees)
- No criminal convictions
- Honest and dependable
- Dispose of the necessary characteristics that make them suitable for the job
- 100 hrs of basic training (40 hrs for temporary guards)

RESTRICTIONS ON BACKGROUND OF OWNERS AND STAFF
- No criminal convictions

SPECIFIC REQUIREMENTS
- Uniform

Optional, no prior approval by authorities
- Choice of uniform is made by manager in function of assignment or contract
- Each uniform displays name of the guard services supplier
- Uniforms must be the same on one site
- Uniforms need to be clean and presentable
- Uniforms need to be kept with care to prevent theft or unauthorised use
- Must be distinct from uniform of public police or any other public authority
- On the left breast side an insignia ‘Vartija’, ‘väktare (or VÄKTARE) Vartija’ + name, abbreviated name or established logo of the security guard supplier

Identification card
- Person certified as guard, security officer and order supervision officer is issued with a plastic card
- Minimum age 18 yrs on both levels
- Maximum age 65 yrs on personnel level

FIRE ARMS
- Optional when necessary (body guarding, CIT or exceptionally valuable or significant in terms of public interest and when the circumstances render it necessary to carry fire arms)
- Temporary guards are not allowed to carry a weapon
- Mandatory permit
- Mandatory training (special forcible means training approved by the Minister of the Interior), evidence of sufficient skill in handling and carrying a weapon + annual test of proficiency
- Special forcible means training consists of two parts: a general part (min. 5 hrs.) for all forcible means and a special part (min. 24 hrs. incl. practical training) for each type (fire arm, telescopic baton, gas spray)
- The training is certified after successful completion
- Applicable to specific jobs, after prior notification by the company to the local police of date and time of armed service

Register on fire arms: registered by the police
- Limitations concerning the type of weapon and the number of weapons: no limitations but in general use of pistols

K9 (DOGS)
- Dog handlers need to be licensed and need mandatory training (782/2002)

POWERS
- Same rights as any citizen
- Public order is limited to police
- Private security guards may operate on private property and on property where special restrictions apply

TRAINING FACILITIES
- In company training
- Training officers are vetted by special board
Panoramic Overview Private Security of FINLAND

**Total number of private security companies (in 2003)**
- ± 170 guarding companies
- ± 80 private detectives

**Training**
- Mandatory
- Content approved by Ministry of the Interior
- Certification prior to active employment
- Examination after completion training and with regular participation of training program
  - Managers under the Vocational Adult Education Act (631/1998) specialist vocational qualification for security supervisor (three sections i.e. guarding services, criminal and process law and 1 optional section in provide security package)
  - Temporary guard introductory course of security under the same Act (40 hrs of 45 min/hr)
  - Guard training under the same Act (100 hrs of 45 min/hr)
- All courses are mainly ex cathedra but include practical instructions as well

**Social Aspects**

**Trade Unions**
- Affiliated to Uni-Europa
  - ERTO (Federation of special service and clerical employees)
  - PAM (The Service Union United) members active in sector : 3000 / 201 000 total members
    - Density 60 % / Collective Bargaining / Agreement : yes
  - VAAL (Viestintä-alan ammattiliitto Toimihenkilö Unioni)

**Negotiation**
- On sectoral level

**Level of Syndication**
- Employers’ organisation
  - ASSI (The Association of Support Services Industries)
    - Member CoESS

**Equal Opportunities**
- General provisions
- General EO legislation

**Number of collective agreements in force**
- 2

**Areas covered**
- 100%

**Categories and salary**
- 30 levels, ca € 1800

**Economic Aspects**

**Total number of private security companies (in 2003)**
- ± 170 guarding companies
- ± 80 private detectives

**Training**
- Duration of training
  - Management (Act of Vocational Adult Education of 1998) min. 1 module of 3 sections
  - Guards : min. 100 hrs. class room training
  - Temporary guards : 40 hrs
- Organised by company
- Before entrance
  - Financed by student or by company

**Yearly Turnover**
- Approximately 10% growth

**Working Hours**
- Daily maximum
  - 12 hrs
- Weekly maximum
  - 48 hrs / week
- Overtime
  - Maximum 120 hrs / 3 weeks
  - Minimum 10 hrs rest between continuous shifts of 30 hrs
- Weekends and nights
  - Right of 30 hrs continuous rest
  - 30 days paid annual leave

**Certificate of Competency**
- Guard and temporary guard certification after successful completion of exam awarded a guard card renewable every 5 yrs
- Security officers certification
- Order supervision officer certification

**Administrative Sanctions**
- Fine
  - Cancellation by local police of :
    - Guarding service license
    - Manager certification
    - Guard and security officer certification

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- Fine
  - Cancellation by local police of :
    - Guarding service license
    - Manager certification
    - Guard and security officer certification
SWEDEN

Population: ± 9 000 000
Police Force: ± 18 000   ratio: 1/500
Security force: ± 10 000*    ratio: 1/530

LEGAL ASPECTS

Law and Regulations
- Law and Decree of April 26th 1974 on private security industry
- Law and Decree of 1980 (578 and 579) maintaining order
- Law and Decree of 1990 (217 and 1334) the protection of institutions of national interest
- Law and Decree of 1983 (1097 and 1099) installation of alarm systems

Collective Agreements
Yes. Almega and Swedish Transport Worker’s Union (Svenska Transportarbetareförbundet), Almega and The salaried Employees Union (Tjänstemannaförbundet HTF) and the Swedish association for managerial and professional staff (Ledarna)

Areas Covered by Regulation
Most, but not CIT, alarm stations and in house security

Responsible Authority
County administrative board (Länsstyrelsen)

Requirement
Authorisation required

Entrance Requirements
- On company level
  - Yes, authorisation
- On personnel level
  - Yes, license

Restrictions on Background of Owners and Staff
- No criminal convictions
- Check updated annually

Specific Requirements
No restrictions on cumulating with other activities
- All guarding companies assessed annually by regional authorities
- Uniform
  - Yes (with exception of store control and personal protection guards)
- Model regulated by legislation
- Identification card
  - Yes, according to law
    - Minimum age
      - 18 yrs old
      - Some assignments 20 yrs old

Fire Arms
Yes, with special permit from police authorities
- Mandatory license
- Mandatory training of 25 hrs
- Applicable to certain tasks such as protection of institutions of national interest and personal protection guards
- Storing of fire arms after hours at the companies’ premises in special safety boxes with alarm
- Limitations concerning the type of weapon and the number of weapons: only pistols and revolvers, no rifles

K9 (dogs)
Specific training needed: 40 hrs with licensed instructor and monthly training of 8 hrs. Every year the dog and guard are tested by the police

Training Facilities
National Institute for Guard Training, owned and run by security companies and union together

Training
Mandatory training of 217 hrs
Note: According to collective agreements, mandatory training is 265 hrs. Refreshment course 16 hrs every 4 yrs. Continuous training on individual basis every 5 yrs

Certificate of Competency
Examination after mandatory training

Medical and Psycho-technical (Psychological) Examination
Yes if working nights. In some companies standard

Services to Public Persons
Yes the police buy about 10% of the total hrs every month

Control by Authorities
County administrative board

Sanctions by Authorities
- Administrative sanctions
  - Withdrawal of license
- Penal sanctions
  - Fine or imprisonment

Social Aspects

Trade Unions
- Affiliated to UNI-Europa
  - Swedish Transport Worker’s organisation (Svenska Transportarbetareförbundet)
  - The salaried Employees Union (Tjänstemannaförbundet HTF)
- Non-affiliated to UNI-Europa
  - The Swedish association for managerial and professional staff (Ledarna)

* guards full time and 7 000 guards part time
LEVEL OF SYNDICATION
65% (fulltime workers 85% - 90%)

EMPLOYERS’ ORGANISATION
Almega Business service associations
Member CoESS. Density : 50% of the number of companies, covering 99% of all employees

NEGOTIATION
Yes

SECTORAL SOCIAL DIALOGUE
Yes

TOTAL NUMBER OF PRIVATE SECURITY COMPANIES (IN 2003)
± 280

SIZE
1-4 employees : ± 232
5-19 employees : ± 25
20-99 employees : ± 10
100-499 employees : ± 10
>500 employees : ± 3

ACTIVITIES
Static guarding : 55%,
Monitoring : 5%
Cash in transit : 15%
Airport security : 5 %
Mobile patrol : 20%

TOTAL NUMBER PERSONNEL
Management : ± 2500
Operational : ± 14 500

AVERAGE AGE / GENDER
Male : 32 / 75 %
Female : 30 / 25 %

AVERAGE EDUCATION
Compulsory school (9 yrs) : 14%
Upper secondary school (2-3 yrs) : 64%
University : 22%

TURNOVER RATE OF STAFF
Fulltime workers : 7%
Part time workers : 20% per year

CONTRACT TYPE
Full : ± 10 000
Part time : ± 7000
Long term contract : ± 15 000
Temporary contract : ± 2000

TRAINING
Duration of training :
265 hrs according to collective agreement
(217 hrs according to law)
Organised by company : practice – 136 hrs

NUMBER OF COLLECTIVE AGREEMENTS IN FORCE
One for each union

AREAS COVERED
All

CATEGORIES AND SALARY
€ 11,54 / hour (static guarding, mobile patrol) daytime
€ 2-€ 10 extra for night-time/weekends

EQUAL OPPORTUNITIES
According to law and EU directives

DOGS
± 400

ARMOURCED CARS
± 200

NUMBER OF ARMED GUARDS
± 300

YEARLY TURNOVER
± € 550 000 000 (2002)

MARKET GROWTH
2003 : 5%
2002 : 6%
2001 : 7%
2000 : 7%

TYPE OF CONTRACTS
Private : 80%
Public : 20%

WORKING HOURS
38,25 hrs per week
Daily maximum
13 hrs
Weekly maximum
52 hrs

Overtime
150 hrs/year (maximum 300 hrs if local agreement with union)
Weekends and nights
No restrictions
Stand-by
Yes, if agreed with individual/union

ECONOMIC ASPECTS

ECONOMIC ASPECTS
## SOCIAL ASPECTS

### TRADE UNIONS
- Affiliated to UNI-Europa
  - Independent Self-Governing Trade Union Solidarnosc
- Non-affiliated to UNI-Europa
  - All-Poland Alliance of Trade Unions

### EMPLOYERS’ ORGANISATION
- Polish Security Companies Association PZFO
  - Member CoESS
  - Membership: 26 companies
  - Density: 15%

### NEGOTIATION
- Not yet

### SECTORAL SOCIAL DIALOGUE
- Will be initiated

### NUMBER OF COLLECTIVE AGREEMENTS IN FORCE
- 1

## ECONOMIC ASPECTS

### TOTAL NUMBER OF PRIVATE SECURITY COMPANIES (IN 2003)
- ± 3600

#### SIZE
- 1-4 employees: ± 40
- 5-19 employees: ± 155
- 20-99 employees: ± 900
- 100-499 employees: ± 2400
- >500 employees: ± 65

#### ACTIVITIES
- Static guarding, monitoring, CIT, protection of person, electronic security / Origin: 90%
- (Inter)national activities: 10%

### TOTAL NUMBER PERSONNEL
- ± 200,000
  - Management: ± 15,000
  - Operational: ± 185,000

### AVERAGE AGE:
- Male: 35 yrs
- Female: 38 yrs

### GENDER
- Male: 95%
- Female: 5%

### AVERAGE EDUCATION
- Vocational education

### TURN OVER RATE OF STAFF
- 50%

### CONTRACT TYPE
- Full: 90%
- Part time: 10%
- Long term contract: 65%
- Temporary contract: 45%

### TRAINING:
- Duration of training: 250 hrs
- Organized by company: yes
- Organized externally (technical school, ...): yes
- During initial period: duration 3 hours + 8/12 (1 shift equivalent)

### AREAS COVERED
- Static guarding
- Intervention/mobile
- Monitoring (electronic surveillance)
- Protection of persons (VIP, ...)
- Cash in transit
- Polish Chamber of Personal and Asset Protection
- Polish Association of Employers “Ochrona”
- “Polalarm” National Association of Manufacturers, Designers and Installers of Alarm Systems
- Polish Chamber of Security Alarm Systems

### CATEGORIES AND SALARY
- min. € 0.85 / hr (net)

### EQUAL OPPORTUNITIES
- General provisions
- Regulated by Labour Code

### SAFETY AND HEALTH ON THE WORK FLOOR
- Regulated by Labour Code

### EXPERIENCE
- Not required

### CAREER OPPORTUNITIES
- Yes

### UNIFORMS
- Yes

### DOGS
- No regulations considering certification of dogs nor handlers
- The Act only specifies that defensive dogs can be used as a means of direct force by licensed employees (look K9 above)

### ARMOURED CARS
- ± 4100

### NUMBER OF ARMED GUARDS
- The number of permits is not equal to the number of armed guards – weapon permits are issued to the companies not to employees, then companies assign employees (with appropriate qualifications) to work with weapons

### YEARLY TURNOVER
- ± € 933,000,000

### TYPE OF CONTRACTS
- Private: 67%
- Public: 25%
- Corporate: 8%

### TYPE OF ACTIVITIES (COMBINED WITH OTHER THAN SECURITY)
- Cleaning

### WORKING HOURS
- Daily maximum: 12
- Weekly maximum: 40
- Overtime: 8 hrs/week
- Weekends and nights: no specific regulations
- Stand-by: no specific regulations

### EQUAL OPPORTUNITIES (EO) POLICY
- Labour Code
Poland

Population: ± 38 600 000
Police force: ± 103 309   ratio: 1/374
Security force: ± 200 000   ratio: 1/193

Legal Aspects

Law and Regulations
- Act of December 23rd 1988 on economic activities
- Act of August 22nd 1997 on protection of persons and property with specific executive regulations
- Act of July 6th 2001 on detective services with specific executive regulations

Areas Covered by Regulation
- Guarding of property
- Protection of persons
- Monitoring
- CIT and valuables transport
- Conception, installation and maintenance of alarm systems
- Detective services

Responsible Authority
Ministry of Internal Affairs and Administration after having received an opinion from an appropriate Voivodship Police Chief

Entrance Requirements
On company level
Concession required - issued by the Ministry of Internal Affairs and Administration, after receiving opinion from an appropriate Voivodship Police Chief

On personnel level
- Owner
  Second degree license of an employee of physical security
  Second degree license of technical security
  Minimum age: 21
- Staff
  Settled obligation to military service (licensed employees only)
  Minimum age: 18 without license, 21 with a license of first or second degree of an employee of physical security
- Restrictions on background of owners and staff
  No criminal convictions (both owners and staff)

Specific Requirements
Uniform
- Mandatory use
- Outfit needs to have visible and recognizable identification
- The whole outfit needs to be clearly distinctive including ID's and badges from the uniforms of officers and employees of public services
- Identification card
- Yes
- Minimum age
  - 18 years without license,
  - 21 years with license of first or second degree of an employee of physical security

Fire Arms
- A security employee carries fire arms, with reservation of art. 41 of The Act, only when he is in uniform or suit used by the specialized army security formation
- Mandatory permit
- Mandatory training

K9 (dogs)
- Defensive dog, by means of direct force
- By a licensed employee
- May be used in following situations:
  - To defend against a direct assault on life or health of a security employee or other person
  - To apprehend persons who obviously create a direct hazard to human life or health as well as property
- Not allowed in CIT

Powers
- Limited search and seizure
- Yes (only licensed workers)

Training Facilities
Public and private schools (possessing public authority) educating in the physical security profession controlled by local department of education

Training
Not licensed employees
- General training, work safety training, work stand training (not obligatory)

Licensed employees
- First degree license of an employee of physical security - requirements:
  - 146 hrs of theoretical training
  - 114 hrs of practical training
- Second degree license of an employee of physical security - requirements:
  - 260 hrs of theoretical training
  - 50 hrs of practical training

Certificate of Competency
- Yes

Medical and Psycho-Technical (Psychological) Examination
- Yes

Control by Authorities
- The Minister of Interior and Administration may authorize the Chief Commander of Police
- The Chief Commander of Police may delegate the conduct of control to Voivodship Police Chiefs

Sanction by Authorities
Temporary or permanent withdrawal of license for all or some security activities
**Panoramic Overview Private Security of THE NETHERLANDS**

**Members:** general: 350 000 / in sector: 950  
**Density:** 3%  
**Collective Bargaining / Agreement:** yes

**Employers’ Organization**  
**VPB** (Association for Private Security)  
Membership: 80 companies / Density: 80%  
30 000 employees / Density: 90%  
**Collective Bargaining / Agreement:** yes

**Negotiation**  
Collective Labour Agreement / Social dialogue  
Political lobby

**Sectoral Social Dialogue**  
Trade Union negotiations on pension, labour conditions

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### Economic Aspects

**Total Number of Private Security Companies (in 2003)**  
± 818

**Gender**  
- Male: 79%  
- Female: 21%

**Average Education**  
MBO (Dutch secondary vocational education)

**Recruitment Criteria**  
- No criteria in general  
- Depends on individual’s company policy

**Recruitment Methods**  
No methods in general depends on individual’s company policy

**Training**  
- Duration of training: depends on kind of training, often 1 or 2 days  
- Organised by company: yes  
- Organised externally by security training institute: yes mostly  
- Organised externally (technical school): yes ECABO (Center of Expertise on vocational Education, Training and labour Market) or ROC (public education center)  
- Combination with mentor: yes, 1 year period  
- Social Fund projects: more education and training

**Experience**  
One year of experience in the security field is obligatory

**Career Opportunities**  
(Assistant) security guard, security coordinator, staff

**Uniforms**  
Yes (except staff)

**Dogs**  
Yes

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**Number of Collective Agreements in Force**  
3

**Areas Covered**  
- Labour / conditions of employment  
- Pension  
- Pension at earlier retirement

**Categories and Salary**  
See attached Collective labour agreement / scale of wages

**Equal Opportunities**  
General provisions: law on equal treatment of May 2004

**Safety and Health on the Work Floor**  
Collective Labour Agreement and general law on safety and health at work (‘Arbowet’)

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**Armed Cars**  
- Only for cash in transit  
- Specific information is not available

**Yearly Turnover**  
± € 1 070 000 000 (2002)

**Type of Contracts**  
- Private: mostly  
- Public: limited

**Type of Activities (Combined with Other than Security)**  
Airport, harbour, fire watch, local parking employee, detention

**Working Hours**  
40 hrs / week (factual 38 hrs, with a maximum of 10 hrs / day equal  
Daily maximum  
8 hrs (excluding overtime) 10 hrs (including overtime)  
Weekly maximum  
40 hrs  
Overtime  
16 hrs for a period of 4 weeks  
Weekends and nights  
yes  
stand-by  
yes

**Equal Opportunities (EO) Policy**  
- Public law on general treatment  
- There are arrangements with the department of Social Affairs and employability in order to stimulate certain groups to work in the private security sector (foreigners, women, handicapped, long term unemployed persons, long term ill persons etc.)
THE NETHERLANDS

Law of October 24th 1997 on private security and private investigation companies
Regulation of March 3rd 1999 and December 2nd 2002

COLLECTIVE AGREEMENTS
On a sectoral level
Collective Labour Agreement 2002-2004

AREAS COVERED BY REGULATION
Protection of goods
Protection of persons
Cash in transit
Private detective agencies
Installation of alarm systems

RESPONSIBLE AUTHORITY
Department of Justice

REQUIREMENT
License required for company as staff as well
Annual report to Minister of Justice

ENTRANCE REQUIREMENTS
On company level
Annual report to be submitted to Ministry of Justice to set format

On personnel level
Certificate of good conduct
Obligatory Education: Security Guard level 2 (MBO, Dutch secondary vocational education)

RESTRICTIONS ON BACKGROUND OF OWNERS AND STAFF
No criminal convictions for the past 4 yrs
Any criminal conviction in the past 8 yrs which are subject to imprisonment
Background checks are carried out by the company

SPECIFIC REQUIREMENTS
Uniform
Yes
Identification card
Yes issued by the Ministry of Justice
Minimum age
18 years

FIRE ARMS
Prohibited

K9 (DOGS)
Mandatory license
Special training for dog and dog handler

POWERS
As any civilian in The Netherlands

TRAINING FACILITIES
Regulated by law (Department of Justice) and some private security enterprises

TRAINING
Mandatory training depending on the nature of the activity starting 2 weeks prior to start job
Certification is basic diploma for security employees
No continuous training provided
Optional training courses are:
Maritime security
Aviation security
Transport of Valuables
First Aid
Driving Proficiency
Customer Relations
Dealing with aggression

CERTIFICATE OF COMPETENCY
Yes, either national or on company level (Security level 2)

SERVICES TO PUBLIC PERSONS
Public servant on municipal level (for instance: parking officer) or police level (detention)

CONTROL BY AUTHORITIES
The police and the Department of Justice

SANCTIONS BY AUTHORITIES
Administrative sanctions
Penal sanctions
Yes, according to the penal code

THE NETHERLANDS

Panoramic Overview Private Security

Population: ± 16 300 000
Police Force: ± 49 000  ratio: 1/323
Security force: ± 30 000*  ratio: 1/543

LEGAL ASPECTS

TRADE UNIONS
Affiliated to UNI-Europa
Unie MHP (Trade union for middle and senior personnel)
Members: general: 200 000 / In sector: 4500
Density: 14,3%
Collective Bargaining / Agreement: yes

FNV Bondgenoten (FNV Confederation)
Members: general: 491 169 / In sector: 2700
Density: 14,3%
Collective Bargaining / Agreement: yes

Non-affiliated to UNI-Europa
CNV (Christian National Trade Union Federation)

* excluding staff and temporary personnel
Panoramic Overview Private Security

SLOVAKIA

Population: ± 5 400 000
Police Force: ± 21 500  ratio: 1/251
Security force: ± 20 839  ratio: 1/259

Legal Aspects

Law and Regulations

Areas Covered by Regulation
- Protection of property at public places
- Protection of property and people during transportation
- Maintaining public order at the places of public meetings, sport or cultural events, etc.
- Providing technical security services – electronic security systems
- Protection plans
- Detective services

Responsible Authority
- Administration of Private Security Services of the Praesidium of the Police Force, Ministry of the Interior

Specific Requirements
- Professional capability
- Health fitness
- Integrity
- Reliability
- Permanent resident or reported and registered residence on the territory of the Slovak Republic

Uniform
- Optional
- Police Force Praesidium must be informed about the form of uniform used by a private security company

Identification card
- Statutory duty

Minimum age
- 21 yrs

Fire Arms
- Mandatory permit (special Law No. 190/2003 on weapons)
- Permission appointed to the company
- Mandatory storing of fire arms after hours in safes, rooms where the ammunition must be stored separately from weapons
- Register on fire arms at district police departments
- Limitations concern Category A weapons (military, self-acting weapons)

Powers
- Limited search and seizure

Training Facilities
- Only for fire training and fitness

Training
- Organized on company level

Certificate of Competency
- Licence is issued at company level not at a personal level

Medical and Psycho-technical (Psychological) Examination
- Organized on company level
- The law requires only common health capability confirmed by a doctor

Services to Public Persons
- Mainly at public meetings, sport and cultural meetings

Control by Authorities
- Administration of Private Security Services at Police Force Praesidium

Sanction by Authorities
- Administrative sanctions
- Revocation or withdrawal
- Penal sanctions
- Up to 1 000 000 Sk

Social Aspects

Employers’ Organisation
- ZOMO Personal and Property Protection Association. Member CoESS

Equal Opportunities
- General provisions: equal rights for men and women

Economic Aspects

Total Number of Private Security Companies (in 2003)
± 1730

Recruitment Criteria
- Organized on company level
**Recruitment methods**
Organized on company level

**Training**
Organized on company level during the initial period

**Experience**
Depends on the company

**Uniforms**
Mandatory

**Dogs**
Organized on company level

**Armoured cars**
Organized on company level

**Working hours**
- 40 hrs weekly for 1 shift regime
- 38.75 hrs weekly for 2 shift regime

**Daily maximum**
12 hrs

**Weekly maximum**
40 hrs

**Overtime**
150 hrs per year
ITALY

LEGAL ASPECTS

**Law and Regulations**
- RD 773 of June 18th 1931 on public security
- RD 1952 of September 26th 1935
- RD 635 of May 6th 1940

**Collective Agreements**
- On a national level
- Collective agreement May 1st 2001 - April 30th 2004

**Areas Covered by Regulation**
- Guarding of goods
- Private investigation (two types of licence)

**Responsible Authority**
- Ministry of the Interior
- Provincial prefect

**Requirement**
- License required
- No provisions

**Entrance Requirements**
- On company level
  No specific requirements
- On personnel level
  The licence is awarded at personal level

**Restrictions on Background of Owners and Staff**
- No criminal convictions
- Checks are carried out by Provincial Prefect
- Do not require prior consent

**Specific Requirements**
- Uniform
  Optional
- Standards are set on provincial level
- Minimum age
  18 yrs

**FIRE ARMS**
- Mandatory permit issued by provincial police commissioner
- No national provisions on fire arms training. Every Provincia (105 in the Country) requires specific training (“Regolamento del Questore”)
- The use of fire arms is limited to certain tasks (i.e. CIT, ...)
- Permission appointed at personal level
- Fire arms are personal and stored after hours by the guards at home. It's prohibited to keep the weapons in the company
- Mandatory register on fire arms
- Limitations concerning the type of weapon and the number of weapons: yes

**K9 (dogs)**
- Yes, depends on the rules of the Questore (local police Authority)

**Training**
- Voluntary theoretical and practical training as set out in collective agreements (40 hrs)
- No specific provision for examination and certification
- Standardization is done on provincial level
- No continuous training required

**Control by Authorities**
- Ministry of the Interior
- Provincial prefect

**Sanctions by Authorities**
- Administrative sanctions
  Suspension or revocation of license
- Penal sanctions
  Yes

SOCIAL ASPECTS

**Trade Unions**
- **Affiliation to UNI-Europa**
  - FILCAMS (Italian Federation of Workers of Commerce, Services and Tourism Sectors)
    Members in sector: 12 274 / Density: 23,8%
    Collective Bargaining / Agreement: yes
  - FISASCAT (Italian Federation of Workers of Commerce, Services and Tourism Sectors)
    Members in sector: 10 000 / Density: 19,4%
    Collective Bargaining / Agreement: yes
  - UILTuCS (Italian Union of Workers in Tourism, Commerce and Services Sectors)
    Members in sector: 9151 / Density: 17,8%
    Collective Bargaining / Agreement: yes
- **Non affiliation to UNI-Europa**
  - SAVIF (Private Security Autonomous Trade Union – guards)

**Employers’ Organisation**
- **ANIVP** (National Association of Private Security Institutes)
  Membership: 149 companies / Density: 14,2%
  14 200 employees / Density: 15,00%
  Collective Bargaining: na / Collective Agreement: yes
- **Assvigilanza** (Private Security Institutes National association)
  Member CoESS
  Membership: 155 companies / Density: 15,2%
  15 000 employees / Density: 23,3%

**Population**: ± 58 100 000
**Police Force**: na / ratio: na
**Security force**: ± 55 000 / ratio: 1/1056
**ECONOMIC ASPECTS**

**TOTAL NUMBER OF LICENSED PRIVATE SECURITY COMPANIES (IN 2003)**
± 1240 companies

**SIZE**
- 1-4 employees: ± 38
- 5-19 employees: ± 136
- 20-99 employees: ± 409
- 100-499 employees: ± 508
- >500 employees: ± 149

**TOTAL NUMBER PERSONNEL**
± 55 000
- Management: 5%
- Operational: 95%

**AVERAGE AGE / GENDER**
- Male: 35 yrs / 75%
- Female: 26 yrs / 25%

**Federlavoro e Servizi** (Work Services Federation)
- Membership: 50 companies / Density: 4,4%
- 1300 employees / Density 2,5%
- Collective Bargaining / Agreement: yes

**SECTIONAL SOCIAL DIALOGUE**
Yes

**NUMBER OF COLLECTIVE AGREEMENTS IN FORCE**
- 1 national agreement and (more and less the 45% of agreements “provinciali”)
- No company agreements

**CATEGORIES AND SALARY**
Yes

**TURNOVER RATE OF STAFF**
± 5%

**CONTRACT TYPE**
- Full time: 80%
- Part time: 10%
- Temporary contract: 10%

**TRAINING**
No national provisions, every Provincia (105 in the Country) requires own specific training (“Regolamento del Questore”)

**WORKING HOURS**
- Daily maximum: 8 hrs
- Weekly maximum: 40 hrs
- Overtime: 350 hrs annual
**TOTAL NUMBER OF PRIVATE SECURITY COMPANIES IN 2003**

± 92
Licensed for human surveillance: ± 78
Licensed for electronic systems: ± 54
Licensed for CIT: ± 6

**TOTAL NUMBER PERSONNEL**

± 28 000

**TURNOVER RATE OF STAFF IN %**

22%

**TRAINING CENTRES**

Approved by Home Office and the Labour Department licensed training centres

**TRAINING**

- Duration of basic training (before entrance) 100 hrs
- Body guards additional 72 hrs

**YEARLY TURNOVER 2001**

± € 450 000 000

**LEVEL OF SYNDICATION**

Estimated 8% to 10% at national level

**EMPLOYERS’ ORGANISATION**

- AES (Associação de Empresas de Segurança) including 7 members, and representing 60% of total sales and employees of the sector. Member CoESS
- AESIRF (Associação de Empresas de Segurança, Roubo e Fogo). Membership: 14 / Density: ± 20%

**NEGOTIATION**

- On sectoral level
- Negotiated on a yearly basis

**AREAS COVERED BY THE CBA’S**

- Overtime
- Vacations
- Shifts
- Wages
- Other social benefits

**CATEGORIES AND SALARIES**

- 26 levels of professional categories

Mainly focussing on the social and economic conditions of those employed in the sector

**ECONOMIC ASPECTS**

**MARKET GROWTH**

2003: 7%
2002: 27%
2001: 16%
2000: 15%

**WORKING HOURS**

8hrs / day = 40 hrs / week
The new Labour Code (December 1st 2004) establish the possibility of a limit until 12hrs / day and a minimum of 4 hrs / day, in order to get an average of 8 hrs / day, during a reference period of 6 months. This regime is not yet introduced in the Collective Agreement

**Overtime**

- First hour is paid with plus 50% of the normal hour cost
- Other extra hours an additional 75%
- During nights a plus of 100%
- During holidays a plus of 200%

**Nights**

Between 20h and 07h a plus of 25% of the hour cost

**Stand by**

Discretionary

**PORTUGAL**
PORTUGAL

LEGAL ASPECTS

**Law and Regulations**
- Decree Law nº 35, dated 21.02.2004 establishes a legal framework in defining the scope of activities in the security sector
- Ordinance (Portaria) nº 1325 / 2001 - duration and contents of initial basic training for guards and body guards
- Decree (Despacho) nº 6159 / 2002 - content of specific training module for body guards, basically the use of defensive weapons
- Ordinance (Portaria) nº 1522-B / 2002 - functions and specific training for stewards

**Collective Agreements (CBA)**
- Annually negotiated
- Take place on a sectoral level

**Areas Covered by Regulation**
- Human surveillance (guards) of locations and goods and access control
- Individual protection (body guards)
- Exploitation / monitoring of alarms reception centrals
- CIT, including treasury treatment of banks and other important customers

**Responsible Authority**
Home Office (MAI – Ministério da Administração Interna)

**Requirement**
License defining authorised activities

**Entrance Requirements**
**On company level**
- Adequate premises and human resources
- Guarantee up to € 45 000, to Ministry of Internal Affairs
- At least 15 contracted employees
- Liability insurance of € 250 000, minimum, for CIT
- Theft insurance of € 2 000 000 minimum
- To have headquarter or delegation in Portugal
- A minimum share capital (except for companies licensed and operating in EU with subsidiary in Portugal)
  - € 50 000 for exploitation / monitoring of alarms reception central
  - € 125 000 for human surveillance
  - € 250 000 for cash in transit
  - This is not required for companies licensed and active in the EEU when they have a delegation in Portugal

**On personnel level**
- 18 yrs old
- Minimum mandatory education (9 yrs)

**Specific Requirements**
- Uniform
  - Mandatory use
  - Model approved by Home Office
  - Must not create confusion with public police
- Identification card
  - Mandatory
  - Issued by Home Office
  - Valid for 5 years and renewable after refreshment training
- Minimum age
  - 18 yrs on both levels
- Maximum age
  - 65 yrs on personnel level

**Fire Arms**
- Common law concerning possession, carrying and use of weapons applies
- For professional security purposes an additional authorisation from the employing company is required

**K9 (Dogs)**
- Rarely used

**Certificate of Competence**
- Issued before the start of activities by the Home Office who is the responsible administrative body
- The certificate is specific for each area of activity

**Medical and Psychological Tests**
- Mandatory
- Supports issuance of identification cards by Home Office

**Sanctions**
- Listed in the Decree Law nº 35 / 2004
- Fines from € 1000 up to € 40 000
- Temporary or definite suspension or revocation of license depending on infraction (light, serious, very serious)

SOCIAL ASPECTS

**Trade Unions**
- Affiliated to UNI-Europa
  - SITESE (Sindicato dos Trabalhadores de Escritoroi, Comercio, Serviço e Novas Tecnologias)
- Non-affiliated to UNI-Europa
  - STAD (Sindicato dos Trabalhadores de Serviços de Vigilância e Actividades Diversas)

Panoramic Overview Private Security

Population: ± 10 500 000
Police Force: ± 46 000 ratio 1/228
Security force: ± 28 000 ratio 1/375
MALTA

Population : ± 397 000
Police force : ± 1800 ratio : 1/220
Private security : ± 700 ratio : 1/572

LEGAL ASPECTS

LAW AND REGULATIONS
- May 25th 1999 Subsidiary legislation 452.73 Private security services Wages council - Establishment order
- January 1st 2002 Subsidiary legislation 452.75 Private security services Wages council - Wages regulation order

RESPONSIBLE AUTHORITY
- Minister of Justice and Home Affairs
- The Commissioner of Police
- The Minister can make regulations with respect to:
  - Payable fees
  - Application and other forms
  - Academic training and other qualifications
  - Approval of courses
  - Other relevant but not mentioned in the act

REQUIREMENTS
- Separate license for each activity
- Valid for 1 year renewable
- May be submitted to additional conditions

AREAS COVERED BY REGULATION
- The prevention or detection of intrusion, unauthorised entry or activity, vandalism or trespass on private property
- The prevention or detection of fraud or theft, loss, misappropriation or concealment of merchandise, money, bonds, stocks, notes or other documents or papers
- The control, regulation or direction of the movement of the public in private or restricted areas, whether by the use of a vehicle or otherwise, to assure the protection of property
- The protection of individuals from bodily harm
- The protection of property
- The provision of persons for the purpose of guarding money or any other property in transit or for the transportation of such money or other property
- The provision of armoured cars for the transportation of such money or other property
- The provision, installation and servicing of safes, alarms, and other security equipment or ancillary items as the Minister may prescribe
- Private investigative services
- The provision of security consultancy services
- The operation of premises offering safe deposit facilities other than such operation by banks
- Any other service which the Minister may from time to time by order prescribe

LICENSED PROCEDURE
- Commissioner of police accepts or refuses license. He can require additional information
- After approval applicant can send application to Minister of Justice who decides whether or not to grant license

GROUNDS OF REFUSAL
- Conviction for crimes against person or property fined over 1000 Lm or crimes against public trust and convicted within five years of the application
- Discharge from police or military due to offence or misbehaviour
- Is a public officer
- Bankruptcy or precarious financial situation
- It is in the public interest to refuse
- No necessary qualifications

REQUIRED INFORMATION
By written application including:
- Information on the business
- Nature of activities
- In case of body of persons: detailed information
- A declaration that the applicant has no other interest that could conflict with the service to be provided
- In case of past business activity a financial statement that proofs financial stability
- Proof of experience relevant to guarding services
- Academic training and other qualifications held to act as guard

ENTRANCE REQUIREMENTS
On a company level
- Possess a license
- Employ licensed personnel
- Pay annual fee
- Indemnity insurance

On a personnel level
- Uniforms are required
- Training required
- Previous education (academic training or other qualifications)

CONTROL
No explicit control mentioned

SANCTIONS
- Withdrawal of license
- Suspension of license (Appeal to revoke decision to Minister of Justice and Home Affairs)
- Fine
- Private guard agency : ≤ 10 000 Lm
- Private guard : ≤ 2000 Lm
- He who employs, engages or permits the use of private security guard services in breach of any provision: 500 Lm
- Imprisonment

Private guard agency : ≤ 1 year imprisonment
Private guard : ≤ 6 months

REGULATION OF WAGES
Responsible authority
Wages council
- Full time : 40 hrs – 48 hrs per week
- Part time : < 40 hrs for consecutive 6 weeks
Social aspects

Negotiations
On sectoral level

Responsible body
Wage council

Trade unions
Affiliated to UNI-Europa
GWU (General Workers Union)

Level of syndication
55% of the total organized labour which is 67% to 70% of the total labour force

Economic aspects

Total number of private security companies (in 2003)
± 6

Total number personnel
± 700

Minimum weekly wage: 50 Lm (1Lm = € 2.34068)
Daily rest: 30 minutes
Minimum weekly rest 1 predetermined (by roster) day

Overtime
- Every hour over 13 hrs / day: 1 1/2 time pay
- Every hour in excess of a 48 hours / week: 1 1/2 time pay
- Every hour in excess of a 40 hour / week spread over 6 consecutive weeks: 1 1/2 time pay
- For all time worked on the first predetermined day 1 1/2 time pay
- For all time worked on the first predetermined day double time pay
- When called on any day of rest minimum 3 hrs paid at appropriate rate
- For all time worked on a customary holiday double time pay

Vacation
- 4 working weeks + 4 working days plus all customary holidays

Sick leave
- 15 days full pay / year
- 15 days half pay / year

Injury leave
- 1 year full pay

Special leave
- 3 days for his / her wedding
- 2 days for birth

Jury leave
- Any time necessary without loss of pay

Bereavement
- 3 days

Minimum weekly wage: 50 Lm (1Lm = € 2.34068)
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Minimum weekly rest 1 predetermined (by roster) day

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Minimum weekly wage: 50 Lm (1Lm = € 2.34068)
Daily rest: 30 minutes
Minimum weekly rest 1 predetermined (by roster) day

Overtime
- Every hour over 13 hrs / day: 1 1/2 time pay
- Every hour in excess of a 48 hours / week: 1 1/2 time pay
- Every hour in excess of a 40 hour / week spread over 6 consecutive weeks: 1 1/2 time pay
- For all time worked on the first predetermined day 1 1/2 time pay
- For all time worked on the first predetermined day double time pay
- When called on any day of rest minimum 3 hrs paid at appropriate rate
- For all time worked on a customary holiday double time pay

Vacation
- 4 working weeks + 4 working days plus all customary holidays

Sick leave
- 15 days full pay / year
- 15 days half pay / year

Injury leave
- 1 year full pay

Special leave
- 3 days for his / her wedding
- 2 days for birth

Jury leave
- Any time necessary without loss of pay

Bereavement
- 3 days

Minimum weekly wage: 50 Lm (1Lm = € 2.34068)
Daily rest: 30 minutes
Minimum weekly rest 1 predetermined (by roster) day

Overtime
- Every hour over 13 hrs / day: 1 1/2 time pay
- Every hour in excess of a 48 hours / week: 1 1/2 time pay
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- For all time worked on the first predetermined day 1 1/2 time pay
- For all time worked on the first predetermined day double time pay
- When called on any day of rest minimum 3 hrs paid at appropriate rate
- For all time worked on a customary holiday double time pay

Vacation
- 4 working weeks + 4 working days plus all customary holidays

Sick leave
- 15 days full pay / year
- 15 days half pay / year

Injury leave
- 1 year full pay

Special leave
- 3 days for his / her wedding
- 2 days for birth

Jury leave
- Any time necessary without loss of pay

Bereavement
- 3 days

Minimum weekly wage: 50 Lm (1Lm = € 2.34068)
Daily rest: 30 minutes
Minimum weekly rest 1 predetermined (by roster) day

Overtime
- Every hour over 13 hrs / day: 1 1/2 time pay
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Sick leave
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- 15 days half pay / year

Injury leave
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Special leave
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Injury leave
- 1 year full pay

Special leave
- 3 days for his / her wedding
- 2 days for birth

Jury leave
- Any time necessary without loss of pay

Bereavement
- 3 days
### Legal Aspects

**Law and Regulations**
- None
- Draft Law proposal is with Attorney General and will be submitted to the Parliament

**Restrictions on Background of Owners and Staff**
- Must have a clean record
- Certificate is issued by the Police

**Specific Requirements**
- Uniform
  - No resemblance to the police uniform

**Social Aspects**

**Employers’ Organisation**
- Cyprus Association of Security Companies
  - Member CoESS

**Economic Aspects**

**Total Number of Private Security Companies (in 2003)**
- ± 48

**Size**
- 1-4 employees: ± 4
- 5-19 employees: ± 12
- 20-99 employees: ± 31
- 100-499 employees: ± 1

**Total Number Personnel**
- ± 1500
  - Management: ± 200
  - Operational: ± 1300

**Average Education**
- Secondary school

**Recruitment Criteria**
- Clean police record

**Recruitment Methods**
- Advertisements
- Publicity

**Training**
- Training programs are organised on a company level due to the absence of formal and minimum training standards

**Career Opportunities**
- Yes
  - Career opportunities are noted mainly in the technical sector

### Economic Aspects

- **Uniforms**
  - Yes

- **Armoured Cars**
  - Yes

- **Yearly Turnover**
  - ± € 12 000 000

- **Market Growth**
  - 2003: ± € 20 000 000
  - 2002: ± € 19 200 000
  - 2001: ± € 17 000 000
  - 2000: ± € 16 500 000

- **Type of Activities (combined with other than security)**
  - Cleaning, GPS Monitoring

- **Working Hours**
  - Daily maximum: 12 hrs
  - Weekly maximum: No maximum

- **Overtime**
  - No maximum

- **Equal Opportunities (EO) Policy**
  - Yes
Panoramic Overview Private Security of CYPRUS
**Panoramic Overview Private Security of the UNITED KINGDOM**

### Social Aspects

**Trade Unions**
- Affiliated to UNI-Europa
  - GMB (General Union) inter professional trade union and main trade union for security industry
  - TGWU (Transport and General Workers Union) : inter professional and main trade union for transport and most important for employees in areas such as airports
- Non-affiliated to UNI-Europa
  - PCS (Public and Commercial Services Union)

**Level of Syndication**
- GMB 20 000 security members / 650 000 all sectors
- PSC ± 7000 security members / 200 000 all sectors
- TGWU 11a / 900 000 all sectors

**Employers’ (Trade) Organisation**
- BSIA (British Security Industry Association)
  - Members CoESS
  - Members : 600 companies divided in 12 sections
  - 105 members section manned security. All members must be registered to ISO 9000 with a UKAS accredited inspectorate; 9 members transport section; no collective bargaining
- SITO (Security Industry Training Organisation) (part of BSIA)
- JSIC (Joint Security Industry Council) : loose confederation of professional associations, clients and others

**Negotiation**
- On company level

**Sectoral Social Dialogue**
- Not at the moment

**Number of Collective Agreements in Force**
- No collective bargaining for sector
  - The collective agreements (national) in general are not legally binding but can be integrated in employment contract where they can be enforced in judiciary manner
- On company level and limited to the large companies
  - Collective agreements :
    - Cash in Transit
    - Aviation Security
    - Manned Guarding

**Working Hours**
- 60+ hrs per week

**Category and Salary**
- Minimum wage : £4.85 per hour
- Higher wages paid in London and South East
- Wages supplemented by overtime earnings with most workers working 60+

**Economic Aspects**

**Total Number of Private Security Companies (in 2002)**
± 1700 companies

**Total Number Personnel**
± over 300 000 individuals

**Average Age**
- Male : 34 years
- Female : 33,5 years

**Gender**
- Male : 85%
- Female : 15%

**Average Education**
National Vocational Qualifications (NVQ) average < level 2

**Contract Type (%)**
- Full 90%
- Part time 7%
- Temporary contract 3%

**Training**
To BS7499 : 2 days basic job training

**Uniforms**
- Yes
  - No requirements, no standards

**Dogs**
Guard dogs Act 1975

**Armoured Cars**
± 3200

**Number of Armed Guards**
Use of weapons is prohibited

**Yearly Turnover**
± £ 3 000 000 000

**Working Hours**
Average working hours in the industry are in excess of 60 per week

**Overtime**
Regular overtime worked across all sectors of the security industry

**Weekends and nights**
Worked regularly

**Equal Opportunities (EO) Policy**
On company level
LEGAL ASPECTS

LAW AND REGULATIONS
Private Security Act, May 2001

AREAS COVERED BY REGULATION
- Security guarding - under contract
- Cash in Transit – under contract
- CCTV Operation – under contract
- Event Stewarding – under contract and in-house
- Close Protection – under contract and in-house
- Door supervisors - under contract and in-house
- Wheel-clamping - under contract and in-house
- Private investigation
- Security consultants
- Keyholders - under contract

RESPONSIBLE AUTHORITY
The Security Industry Authority (SIA) (April 2nd, 2003)

REQUIREMENT
License on individual level not on company level
Licensing of security officers will commence in 1st quarter 2005
Security contractors, directors of security companies and partners in security firms, employees of security contractors, security companies and security firms, agency workers performing the designated duties, persons who manage or supervise security operatives supplied under contract by a security contractor (but not in-house supervisors of contractors), agency-supplied managers or supervisors of security operatives supplied under contract, directors of security companies and partners in security firms who do not themselves carry out the designated activities, in-house door supervisors and wheel-clampers and their employers, managers and supervisors, others who wheel-clamp vehicles on private land against a release fee
The cost of the licence application will be £190
This will cover the licence holder for a three year period

ENTRANCE REQUIREMENTS
On company level
Voluntary recognition is possible by SIA under Approved Contractors Scheme
On personnel level
Be a holder of a valid license
Meeting mandatory competency requirements

RESTRICTIONS ON BACKGROUND OF OWNERS AND STAFF
A full criminal record check by the Criminal Records Bureau

SPECIFIC REQUIREMENTS
Identification card
Licence card to be displayed on duty

FIRE ARMS
Prohibited

K9 (dogs)
As security officers

POWERS
Limited search and seizure
No other powers than citizens

TRAINING
The specifications for door supervision and security guarding training and qualifications for licensing have been published and a number of Awarding Bodies are now offering approved qualifications. The specifications for Cash in Transit and CCTV Operation are now at final draft stage
The SIA, in partnership with SITO, has established a Sector Skills Strategy Group to assess the training needs of the industry; customers can look forward to more highly skilled and motivated individuals being available in the future. Regulation should also enable private security officers to play a more central role in crime prevention in the UK, a development that both the Government and the Police support. Indeed, the Police Reform Act 2002 has clearly set out the Government’s aims to create a wider ‘Police family’ to tackle crime and disorder. Initiatives such as Neighbourhood Warden schemes are already underway

MEDICAL AND PSYCHO-TECHNICAL (PSYCHOLOGICAL) EXAMINATION
Conforms with working time directive

SERVICES TO PUBLIC PERSONS
Under contract to sponsoring Governmental organisations

CONTROL BY AUTHORITIES
- Provide a designated security service without a licence
- Employ an unlicensed person in an activity for which a licence would be required
- Contravene licence conditions by claiming approved contractor status when no such approval exists
- Misrepresent the terms of the approval
- Violate the terms of the approved contractor scheme if the scheme were to become compulsory in future
- Obstruct a person, authorised by the SIA, who has powers of entry
- Fail to comply with the requirements of a person, authorised by the SIA

SANCTIONS BY AUTHORITIES
Sanctioning authority will be SIA
Sanctions such as:
- Written warnings
- Revocation of licenses appeal within 21 days to the appropriate Magistrate’s Court
- Prosecution of offences through the criminal courts
- Penalties for committing an offence can be either:
  - Summary conviction at a magistrate’s court - the maximum penalty is six months imprisonment and/or a fine of up to £5000, or
  - Trial on indictment at the Crown Court, whereby an unlimited fine and/or five years imprisonment could be imposed
### Control by Authorities
- The police
- Administrative sanctions: Withdrawal of the company license
- Penal sanctions: Fine: varying from 100,000 - 1,000,000 - HUF

### Social Aspects

#### Trade Unions
- In 2004, the VSZSZ (Vágyóvédelmi Szakszervezetek Szövetsége) was established. The MBVMSZ and the VSZSZ mutually acknowledge each other as representative associations (resp. employers and employees) and the social dialogue has been started.

#### Level of Syndication
- At present on a company level, one collective agreement is in force for Group4 Falck.

#### Employers’ Organisation
- **MBVMSZ**
  - Member CoESS
  - Membership: at present 60 companies
  - Density: > 40% of the private security market
  - > 25,000 security guards

#### Sectoral Social Dialogue
- On May 18th, 2004 MBVMSZ became a member of the Confederation of Hungarian Employers and Industrialists, who represent the Hungarian employers in the National Synchronization of Interests Council and thus takes part in the Social Dialogue on a national level.

### Economic Aspects

#### Total Number of Licensed Private Security Companies (in 2003)
- ± 3900

#### Size
- 1-4 employees: ± 550
- 5-19 employees: ± 1000
- 20-99 employees: ± 2000
- 100-499 employees: ± 300
- > 500 employees: ± 50

#### Total Number Personnel
- ± 80,000
  - Management: ± 12,000
  - Operational: ± 68,000

#### Average Age / Gender
- Male: 38 yrs / 90%
- Female: 30 yrs / 10%

#### Average Education
- Mandatory minimum: primary school for the guards

#### Turnover Rate of Staff in %
- 25%

#### Contract Type
- Full time: 95%
- Part time: 5%

#### Recruitment Criteria
- Guard’s card

#### Recruitment Methods
- Advertisement in the press

#### Training
- Duration of training: basic training 320 hrs

#### Armoured Cars
- ± 350 cars

#### Number of Armed Guards
- ± 20,000 guards

#### Type of Contracts
- Private / Public: yes

#### Type of Activities (Combined with Other Than Security)
- Insignificant

#### Working Hours
- Code of Work 1992. évi XXII. tv. The working time between these frameworks is fixed by security companies
- Daily maximum: 12 hrs
- Weekly maximum: 60 hrs / 174 hrs a month
- Overtime: Maximum 12 hrs a month, 144 hrs a year
- Stand-by: Insignificant, generally for the managers only

#### Control by Authorities
- The police

#### Sanctions by Authorities
- The police
- Administrative sanctions: Withdrawal of the company license
- Penal sanctions: Fine: varying from 100,000 - 1,000,000 - HUF

#### Economic Aspects

- Organised externally by security training institute and technical school
- Mandatory before entrance
- In 2004 establishment of Security System WC and Professional Training WC

#### Experience
- Yes

#### Career Opportunities
- Generally at the larger companies

#### Uniforms
- Optional

#### Dogs
- Yes

#### Armoured Cars
- ± 350 cars

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- ± 20,000 guards

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- Private / Public: yes

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- Stand-by: Insignificant, generally for the managers only
Law and Regulations

- 1998. évi IV. tv. (évi means annual and tv. or törvény means act)
- New legislation w/r to private security industry are being prepared
- MBVMSZ has been appointed in 2004 to prepare the creation of a European CEN norm (CEN/BR/TF167 “Security Services”)

Collective Agreements

On company level

Areas covered by regulation

- Guarding
- CIT
- Events
- Body guarding
- Electronic surveillance
- Private investigation

Responsible authority

The police

Entrance requirements

On company level

The companies are established according to the company law, but the private security activity may only start if the license (according to the 1998. évi IV. tv.) was delivered by the police. Conditions/requirement, procedure:

- At least one of the members/partners of the company must have a guards’ card which is delivered by the police
- The company has to be registered at the professional chamber (different from commercial and industrial chamber). The professional chamber verifies the general conditions (for example: the residence, phone nr.) and issues a certificate
- A mandatory liability insurance pertaining to its private security activity. (The insurable value is not determined by the act.)
- Send an application, including above mentioned documents to the local police who issues the license, after compliance within 30 days

On personnel level

Meet the requirements with respect to the guards’ card (in accordance with the 1998. évi IV. tv.)

- Minimum 18 yrs
- Dispose of the necessary capacities
- Hungarian citizenship (of other nationality only in accordance to the international agreement), *
- Home country residence, **
- Meet training qualifications

Minimum/maximum age

- Minimum 18 yrs
- No maximum

Restrictions on background of owners and staff

Clean criminal record

Specific requirements

Uniform

- Optional
- No resemblance with uniform from public police
- Insignia ‘security’ in a visible place
- Uniform needs to be approved by police commissioner

Identification card

- Mandatory
- Delivered by the police

Fire arms

- Mandatory permit delivered by the police
- Mandatory training
- Applicable to guarding and CIT
- Permission to buy fire arms appointed on a company level and to use fire arms on an individual level (guard)
- Both permissions are granted by the police
- Obligatory storing of fire arms after hours
- Obligatory register on fire arms. The register is authorized by the police
- Only handguns are allowed
- The number of weapons is determined by the number of contracts

K9 (dogs)

- Mandatory and special training for all activities in a public area
- This training is regulated by an order of the Minister of the Interior (16/2003. (IV. 18.) BM rendelet)
- Duration of this training is 400 hrs at the dog training school of the police

Powers

Limited search and seizure
Act 1998. évi IV. tv
Additionally 1998. évi XIX. tv. (code of criminal procedure) : the perpetrator of a crime may be seized by any citizen

Training

Regulated by Order Minister of the Interior 16/2003 (IV. 18.) BM rendelet
- Duration : 320 hrs
- Content : legal knowledge, theoretical professional knowledge, practical knowledge, self defence

Certificate of competency

Yes

Medical and psycho-technical (psychological) examination

- Mandatory medical examination
- Mandatory psycho-technical examination when weapons are used

Services to public persons

Yes

Legal aspects

About 150,000 guard cards were delivered by the police but only about 80,000 guards work in the private security industry

The act (1998. évi IV. tv.) will be modified in the near future
GREECE

Law and Regulations
- Law 2518/21-8-1997 operation requirements of the private security companies
- General trans-sectoral labour legislation

Collective Agreements
General inter sectoral National Agreement (EGSEE) signed by the Confederation of Workers (GSEE) and employers organisations (SEV, ESEE, GSVEE). Sets minimum standards on wages and other labour conditions s.a. annual leave, maternity leave, etc. in sectors that are not covered by sectoral agreements

On a Sectoral Level
Two national sectoral agreements (2004)
- National sectoral collective agreement signed in 2002 (3-year period) signed by OIYE (Greek Federation of Private Employees) and ENEA (the Association of Security Companies) and HSIA (the Hellenic Federation of Security)
- National agreement signed in 2003 (2 years) signed by OMYPAE (Federation of Employees Personnel Security of Greece – split of OIYE) with EOA (Employers Association)
Both agreements set minimum wages for guards, CIT and drivers personnel and some additional wage conditions outside the sector

Areas covered by regulation
- Guarding of goods (static / transit)
- Guarding of persons
- CIT

Responsible Authority
- Ministry of Public Order
- Ministry of Labour
- Police

Entrance Requirements
On company level
Mandatory operating license (issued by Greek Chief of Police remaining valid as long as requirements are met)

On personnel level
Permit issued by Greek Chief of Police after fulfilling following requirements:
- Greek citizen, Greek living abroad or member of EU
- Minimum 18 yrs old
- No criminal record
- Not having been sentenced for a crime with imprisonment for at least 6 months
- Never lost political right

Not ever have been fired from a public function for reasons of disobedience
- Permit valid for 5 yrs and is renewable

Specific Requirements
Uniform
- Optional
- Must be approved by Department of Defence
Identification card
Mandatory as well as identification badge
- Minimum age 18 yrs

Fire arms
- Prohibited except in exceptional cases when special protection is required (shops, banks,...). The permit is issued on a personnel level

K9 (dogs)
- Yes. It depends on the specificity of the contract. It is forbidden to use of dogs in all public areas and permitted inside buildings. No specific and official training

Powers
- Limited search and seizure
- Only in airports

Training Facilities
- In-company training

Certificate of Competency
- Yes

Services to Public Persons
- Yes

Control by Authorities
- While on duty the employees are under the control of the relevant local police authorities
- It is forbidden to provide security services during public gatherings

Sanctions by Authorities
- Administrative sanctions
- Withdrawal or suspension of license 1-3 months; 6 months or permanently
- Penal sanctions
- Imprisonment and fines (e.g. operating without a license for company or personnel) for non compliance to the law

Social Aspects

Trade Unions
Affiliated to UNI-Europa
- OIYE: na
- OMYPAE: 8500 / 3000 employees

Employers’ Organisation
- ENEA Member CoESS. Top 5 companies with 4000-5000 employees
- EOA Member CoESS
**Panoramic Overview Private Security of GREECE**

**Number of Collective Agreements in Force**
2 Collective Bargaining Agreements

**Areas Covered**
- Salaries
- Fringe benefits

**Categories and Salary**
Salaries based on experience

**Economic Aspects**

**Total Number of Private Security Companies in 2003**
± 830 companies

**Size**
- 20-99 employees: ± 123
- 100-499 employees: ± 680
- >500 employees: ± 27

**Activities**
- Electronic security
- Static guarding
- Monitoring (electronic surveillance)
- Cash in transit
- Airport security
- Protection of persons (VIP, ...)

**Total Number of Personnel**
± 25 000

**Recruitment Methods**
Advertisements

**Training**
- Duration of training: 2 weeks
- Organised by company: yes
- During initial period: yes

**Uniforms**
- Optional
- Approved by Department of Defence

**Equal Opportunities**
- General provisions: none
- Specific measures: none

**Safety and Health on the Work Floor**
- Safety and health issues are covered by the General legislation
- Each company has the obligation to draw a study/plan for professional dangers and to submit it for approval to the Labour Inspection Authorities (Ministry of Labour)

**Yearly Turnover**
± € 230 700 000 (total market)

**Market Growth**
27.5%
- 2003: ± € 230 700 000
- 2002: ± € 191 700 000
- 2001: ± € 158 000 000
- 2000: ± € 126 000 000

**Working Hours**
40 hrs/week: 8 hrs x 5 days = 40 per week
or 6 hrs and 40 min x 6 days = 40 per week

**Daily maximum**
- 9 hrs
**Weekly maximum**
- 43 hrs

**Overtime**
(41st-43rd hr is called peculiar overtime 3 hrs/wk. Employee has to stay on when asked and is paid 25% extra)
From 44th and up overtime is reimbursed +50%

**Weekends and Nights**
- Nights: between 0.00 and 6.00 am: additional 25% of working hour
- Sundays and official holidays: + 75%
AUSTRIA

Law and Regulations
General commercial law with relevance § 249-256 (security companies) and § 254-256 (guarding companies)

Collective Agreements
On a sectoral level

Areas Covered by Regulation
- Protection of goods
- Guarding of persons
- Guarding of transport of valuables and CIT

Responsible Authority
County administrative board

Requirement
Mandatory license awarded by Province governor (Landeshauptmann)

Entrance Requirements
On company level
Professional qualifications for company head and management

On personnel level
Management obtained professional qualifications

Restrictions on Background of Owners and Staff
- No relevant criminal record check
- A morality exam (Verlässlichkeitsprüfung) for all newly hired personnel by regional police

Specific Requirements
- No restrictions on cumulating with other activities
- Professional qualification is mandatory
- Uniform
- Mandatory
- No resemblance with public police
- Minimum age
- 18 years

Fire Arms
- Optional use of fire arms
- License required
- Mandatory training
- Permission appointed at individual level
- After hours storage of fire arms in secured area or room
- Mandatory register on fire arms

K9 (dogs)
- No specific training

Powers
- Limited search and seizure
- Only with consent of the searched person

Training Facilities
- Employer organises training
- Duration and content decided on company level
- Follow up training is voluntary
- No legal provisions for continuous training

VSÖ requires from its members a ÖZS certified basic training course of 3 days in the first months of the employment and based on the EU manual

Services to Public Persons
- Government buildings or persons, embassies, military domain,....

Control by Authorities
- Industry Authorities
- Police

Sanctions by Authorities
- Administrative sanctions
- By responsible authority
- Penal sanctions
- Withdrawal of commercial license

Trade Unions
Affiliated to UNI-Europa
- HTV (Union of Commerce, Transport and Traffic)

Level of Syndication
HTV (Gewerkschaft Handel, Transport, Verkehr) is a member of ÖGB

Employers' Organisation
- Chamber of Industry and Trade
  Membership: mandatory
  Density: 100%
- VSÖ (Verband der Sicherheitsunternehmen Österreichs)
  Member CoESS

Social Aspects
Trade Unions
Affiliated to UNI-Europa
- HTV (Union of Commerce, Transport and Traffic)

Negotiation
Collective Bargaining Agreement (CBA)

Yes, security sector (HTV + VSÖ)

Number of Collective Agreements in Force
1

Areas Covered
Guarding and transport of valuables and CIT
Panoramic Overview Private Security of AUSTRIA

**Categories and Salary**
Regulation in CBA in view of the different professional categories

**Equal Opportunities**
- General provisions: yes, commission for complaints
- Specific measures: no

**Safety and Health on the Work Floor**
Regulations according to the 'employee protection law'

**Economic Aspects**

**Total Number of Private Security Companies (in 2003)**
± 200 companies

**Size**
- 1-4 employees: ± 160
- 5-19 employees: ± 20
- 20-99 employees: ± 10
- 100-499 employees: ± 6
- >500 employees: ± 4

**Activities**
63% of static guarding

**Total Number of Personnel**
± 6790

**Yearly Turnover**
± € 200 000 000 (2001)

**Market Growth**
Averaging 2% to 3% annually
(information VSÖ)

**Type of Contracts**
- Private: yes
- Public: yes
- Corporate: yes

**Type of Activities Other Than Security**
In concordance with facility management

**Working Hours**
- Daily maximum
  12 hrs
- Weekly maximum
  60 hrs
- Overtime
  40 hrs – 60 hrs
- Depends on business use and application of funds

**Weekends and Nights**
Yes

**Stand-by**
Yes

**Equal Opportunities (EO) Policy**
Yes

**Recruitment Criteria**
Reliability, personal qualities

**Recruitment Methods**
Depends on the individual company

**Career Opportunities**
Yes

**Uniforms**
Yes, mandatory

**Dogs**
Occasionally

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AUSTRIA
LAW AND REGULATIONS
- Security Act of October 8th 2003 entered into force on May 1st 2004
- Gov. Decree on CIT
- Gov. Decree on Security Installations

GENERAL LAWS
Corporate Law, Law on Vocational Qualifications, Arm Law etc.

COLLECTIVE AGREEMENTS
2

AREAS COVERED BY REGULATION
- Security consulting
- Guarding and protection of movable and real property (incl. CIT)
- Personal protection
- Maintaining order at an event or a guarded object
- Operation of a monitoring centre
- Planning, installation and maintenance of security equipment

RESPONSIBLE AUTHORITY
National Police Department

ENTRANCE REQUIREMENTS
On company level
Licence for security services specified in Security Law
At least one security manager per company with a specified qualification (the same requirement for self-employed persons)
Security agents staffs that is fulfilling the requirements of law

On personnel level
- The Government may in the composition of the assets of security firms, restrict the amount of capital belonging to citizens or legal persons outside the European Economic Area
- It is prohibited for a person to work as a private security agent if he or she
  • has restricted active legal capacity
  • is serving a sentence for a criminal offence or
  • if information concerning a punishment for a criminal offence committed by him or her has not been expunged from the punishment register
  • is a private detective
  • is bankrupt

SPECIFIC REQUIREMENTS
Uniform
Yes
Identification card
Yes
Minimum age
19 yrs
21 yrs for CIT and for those who maintain order at an event held at a public place

FIRE ARMS
- Mandatory permit
- Mandatory training
- Permission appointed at personal level
- Storing of fire arms after hours : on the companies' premises
- Mandatory register on fire arms
- Limitations concerning the type of weapon and the number of weapons
  • no shotguns and automatic machineguns
  • no limitation on number

K9 (dogs)
Basic training for dogs (obedience to its handler)

POWERS
Limited search and seizure
- To apprehend any person who enters or has entered a guarded object, stays there without appropriate permission or without other legal grounds, endangers the guarded object or other persons at the guarded object, or hinders the security guard from performing his or her duties
- When apprehending a person, to carry out a security check on the person and the objects held by him or her in order to verify that the apprehended person is not in possession of objects or substances with which he or she could endanger him / herself or others

TRAINING FACILITIES
The training of security agents is based on a specific training licence issued by state authority

TRAINING
- Initial training of 16 hrs
- Pre-qualifying basic training for security guard 50 hrs
- Security managers 80 hrs
- Obligatory yearly in-service training 16 hrs for every security agent

CERTIFICATE OF COMPETENCY
Vocational Qualification standards :
• Security guard level I
• Security guard level II
• Managing Security Officer

MEDICAL AND PSYCHO-TECHNICAL (PSYCHOLOGICAL) EXAMINATION
- Good physical and mental fitness on general basis
- Physical examination

SERVICES TO PUBLIC PERSONS
Government buildings or persons, embassies, military domain,....

CONTROL BY AUTHORITIES
Police inspections

SANCTIONS BY AUTHORITIES
Administrative sanctions

Panoramic Overview Private Security
ESTONIA
Population : ± 1 400 000
Police Force : ± 3600 ratio : 1/389
Security force : ± 4900 ratio : 1/286
### Trade Unions

**Non-affiliated to UNI-Europa:**

1

**Employers’ Organisation**

- **Confederation of Estonian Employers Organisations**
  - Member: CoESS
  - Members: 18 / Density: 85%

### Economic Aspects

#### Total Number of Private Security Companies (in 2003)

- ± 70

#### Size

- 1-4 employees: na
- 5-19 employees: na
- 20-99 employees: ± 30
- 100-499 employees: ± 4
- >500 employees: ± 2

#### Total Number Personnel

- Management: (and other personnel) approx. 440
- Operational: ± 4900 security agents holding qualification licence

#### Turnover Rate of Staff

- 40%

#### Contract Type

- Full time
- Long term contract

#### Recruitment Criteria

- Comply to the requirements as prescribed in the regulations with respect to
- Training
- Certification of qualification
- General physical fitness
- Clean criminal record

### Social Aspects

#### Number of Collective Agreements in Force

- 2

#### Equal Opportunities

- General provisions: yes

#### Safety and Health on the Work Floor

- Regulated by law and other legal acts

### Economic Aspects

#### Uniforms

- Yes

#### Dogs

- Yes

#### Yearly Turnover

- ± € 40 000 000 (2001)

#### Market Growth

- Guarding
  - 2003: 7,4%
  - 2002: 8,5%
  - 2001: 9,1%

#### Working Hours

- 40 hrs / week (with a maximum of 12 hrs / day equals 48 hrs / week)
- Daily maximum
  - 12 hrs
- Weekly maximum
  - 40 hrs
- Overtime
  - 8 hrs per week (200 hrs a year)
- Weekends and nights
  - Not affecting shift schedules
- Stand-by
  - 30 hrs per month (paid)
DENMARK

Law and Regulations

- Law of March 16th 1999 on security services
- Act n° 963 of December 23rd 1986 (implementing law) modified by
- Act n° 611 of June 22nd 2000 on the legal ground of the private security

Indirectly this sector is also covered by penal code, laws on the administration of justice, weapons, discrimination, restaurants and the public order and the Privacy Act

Collective Agreements

On a sectoral level

Areas Covered by Regulation

Covers all security activities carried out on private areas and private areas accessible to the public
- Protection of goods (private as well as public)
- Guarding of persons
- Guarding of transport of valuables, CIT
- Management of alarm systems

Responsible Authority

The local police authorities can carry out a control of the activities at any time

Requirement

- License required valid for 5 yrs
- Renewable
- Awarded by police authorities

Entrance Requirements

On company level
Mandatory license valid for 5 yrs

On personnel level
Mandatory individual license issued by the local police
- Management
  • Mandatory vocational training
  • Financial means to run the business
  • No criminal record
  • Never have been in a state of insolvency
  • No debts exceeding € 6732.5
  • Possess the Danish nationality
- Operational staff
  • No criminal record
  • Either completed or in process of completing 111 hrs training

Restrictions on Background of Owners and Staff

- No criminal record

Specific Requirements

Uniform
- Mandatory
- No resemblance with uniform from public police
- Insignia ‘security’ in a visible place
- Uniform needs to be approved by police commissioner

Identification card
- Mandatory
- Issued by police authorities
- To be carried while on duty

Fire arms
Prohibited

K9 (dogs)
- Optional
- Approved by police commissioner
- Mandatory training for dog handlers of at least 16 hrs

Training Facilities

State schools

Training

- Mandatory
  • Basic training of 111 hrs
  • No mandatory, follow up training

Certificate of Competency

After examination

Services to Public Persons

Are allowed

Control by Authorities

Local police authorities

Sanctions by Authorities

Administrative sanctions
- Withdrawal of license by the police authorities
- Penalties

Penal sanctions
- According to the penal code

Social Aspects

Trade Unions

Affiliated to UNI-Europa
- DFF-S Dansk Funktionaerforbund Serviceforbundet

Level of Syndication

85%

* includes fire services and emergency services

Employers’ Organisation

- VÅBAHTS-A (Federation of Employers for Security Appliances and Services in Denmark), Member CoESS

Negotiation

Yes
ECONOMIC ASPECTS

TOTAL NUMBER OF LICENSED PRIVATE SECURITY COMPANIES (IN 2002)
413 companies

SIZE
1 employee : 36,32%
2 employees : 48,43%
5-19 employees : 12,11%
20-99 employees : 2,42%
> 100 employees : 0,73%

AVERAGE AGE
Male : 37 yrs
Female : 32 yrs

GENDER
Male : 85%
Female : 15%

TURNOVER RATE OF STAFF IN %
Estimated to be between 40% and 50%

TRAINING
Duration of training : 111 hrs basic training
Organised by company : only internal training
Organised externally by AMU security training institute for the theoretical training or by technical school
Before obtaining a license (requirement to qualify for a license) or during the initial period of hiring

WORKING HOURS
37 hrs / wk
Monthly : 154 hrs
When evening, night or holiday shifts are included monthly working hours are reduced to 140 and 2/3 hrs
Daily maximum
1 hr lunch break when shift > 4 hrs
Overtime
+ 50 % of basic allowance
Stand-by
An additional contract is negotiated for the extra time that the employee needs to be available on stand by
In that case the employee receives an availability bonus
In case he is actually called in he receives his normal allowance

EQUAL OPPORTUNITIES
General provisions Law N° 459 of June 12th 1996 prohibition to discriminate on race, colour of skin, gender, belief, political conviction or sexual disposition
Specific measures sometimes positive discrimination based on gender (female)
**Legal Aspects**

**Law and Regulations**
- Provides a legal framework for the security sector and is further detailed in Royal decrees, Ministerial decrees and Orders

**Collective Agreements**
- On a sectoral and national level

**Areas Covered by Regulation**
- Assets protection
- Protection of goods
- Transport of valuables and CIT
- Central alarm systems
- Planning, installation and maintenance of alarm systems
- Rural areas guarding activities
- Private investigators

**Responsible Authority**
- Ministry of Home Affairs

**Requirement**
- License obtained through Police forces, both at company and individual level

**Entrance Requirements**
- **On company level**
  - Exploitation only through legal persons
  - Legal persons nationality of European Union or EEE
  - Minimal capital share
  - Paid-up share capital
  - Lodge security

- **On personnel level**
  - Ad hoc authorisation from Home Office (professional ID)
  - 18 yrs old
  - National of EU or EEE
  - Clean criminal record
  - No sanctions in the previous last 5 years regarding privacy, secret postal ballot or other fundamental rights
  - No sanction in security matters in the 2 or 4 previous years of request of licence (depends on importance of breach)
  - No incompatible activities (private investigator, public service, etc)
  - No public functions two years prior request to obtain license

**Restrictions on Background of Owners and Staff (Company Administrators)**
- Exclusionary clause (private investigators, public service) in the previous 2 years
- No criminal records
- Never having been expelled of army, security forces or any other force

**Specific Requirements**
- Necessary requirements for the use of fire arms, in specific cases when arms are requested
  - Minimum age
  - 18 years

**Uniform**
- Mandatory. Use restricted to working time. Uniform must be clearly differentiated from public security forces uniforms. Guards must also wear the enterprise logo and the official distinction identifying them as guards

**Identification card**
- Obtained in the context of authorisation ad-hoc

**Fire Arms**
- Mandatory permit
- Specific training bi-annual
- Limited to certain activities such as CIT, Ministry of Defence premises, protection of high risk installations and other specific places under police specific authorisation
- Permission appointed at personal level (guards)
- Gunsmiths either on working place or on company premises
- Mandatory register on fire arms
- Type of weapons are specified by Ministry of Home Affairs. In general Revolver 38 calibre, special 4 inches

**K9 (dogs)**
- Mandatory training, identification and documentation of dogs
- Accomplishment of health legislation
- Guards must have expertise in dogs training

**Education**
- Minimum certificate of elementary school

**Training Centres**
- To be approved by Secretary of State for Home Affairs
- Strict guidelines regarding facilities and staffing
- May be organised by security companies

**Training**
- Mandatory
- Regulated by Ministry of Home Affairs
- Theory at least 180 hrs (6 weeks)
- Practice 20 hrs in working place
- Follow-up training 20 hrs/year
- Follow-up training financed by security companies

**Certificate of Competency**
- Examination and certification (guard, security responsible or director)

**Medical and Psycho-Technical (Psychological) Examination**
- Psycho-technical aptitude test must be passed when getting the ad-hoc authorisation
- If arms are used, every five years (every two years, being older than 55 years), a psycho-technical analysis must be passed

**Powers**
- Identity controls
- No special powers
- Every person committing a crime must be put at the disposal of public security forces
- Co-operation with public security forces
Panoramic Overview Private Security of SPAIN

SERVICES TO PUBLIC PERSONS
Authorised by law

CONTROL BY AUTHORITIES
- Intensive and permanent control of activities, company premises, contracts must be provided to police forces, register books must be kept
- Specific requirements for CIT operations
- Annual report submitted to police authorities detailing

SOCIAL ASPECTS

TRADE UNIONS
Affiliated to UNI-Europa
- Fes-UGT Members in sector: 15,000 / Density: 22%
- Collective Bargaining: yes / Collective Agreement: no
- FE de AADD-CCOO Members in sector: 10,000 / Density: 15%
- Collective Bargaining / Agreement: yes
- FETA-ELA Members in sector: na / Density: na
- Collective Bargaining / Agreement: no

Non-affiliated to UNI-Europa
- FTSP-USO Members in sector: 6,000 / Density: 9%
- Collective Bargaining / Agreement: yes
- CGS-Servicios (Galicia) Members in sector: 550-600
- Density: 0.8% (15-20% in Galicia)
- Collective Bargaining: yes
- Collective Agreement: no

EMPLOYERS’ ORGANISATION

Negotiation
Collective agreements are negotiated by trade unions and enterprise associations

Sectoral social dialogue
Health and safety issues, follow-up of accomplishment of Collective Agreement provisions, interpretation of Collective Agreement provisions,...

Training issues National agreement on training private security commission

ECONOMIC ASPECTS

TOTAL NUMBER OF PRIVATE SECURITY COMPANIES (IN 2003)
± 998 companies

SIZE (DATA 2002)
1-20 : ± 801 companies
21-200 : ± 154 companies
201-500 : ± 18 companies
501-1000 : ± 15 companies
more than 1000 : ± 10 companies

TOTAL NUMBER PERSONNEL : ± 89,449
- Management : ± 3,892
- Operational : ± 85,557

AVERAGE AGE
< 30 yrs : 26%
30 yrs - 45 yrs : 64%

GENDER
- Male : 88%
- Female : 12%

TRAINING
- Initial training gives access to profession
- Continuous training on a yearly basis

NUMBER OF ARMED GUARDS : 18,590

activities and change in staff (management)

SANCTIONS BY AUTHORITIES
Administrative sanctions
Defined in Private Security Act. Depends on the degree of the violation (extremely serious, serious, no serious). Ranging from fines, suspension or even withdrawal of licence

Penal sanctions
According to Criminal Code provisions

NUMBER OF COLLECTIVE AGREEMENTS IN FORCE
Collective Agreement 2002-2004

AREAS COVERED
Organisation of work, working conditions, personnel categories, salary and wages, health and safety, sanctions, social benefits, workers representation conditions

CATEGORY
- Management personnel
- Administrative personnel
- Supervisory personnel
- Operational personnel
- Electronic and mechanic
- Miscellaneous
- Operative employees

SALARY
Basic wages ranging from € 13,173 to € 17,333 / year
Average salary, including additional bonuses, ranging from € 17,000 to € 22,000 / year

MINIMUM WAGE PER HOUR
Average wages per hr ranges from € 9.04 to € 11.66 / hour

SAFETY AND HEALTH ON THE WORK FLOOR
- Mandatory use of uniform
- Necessary qualifications and permits for fire arms
- Regular fire arms training

ARMOURDED CARS
Compulsory for CIT operations
Specific technical requirements

YEARLY Turnover
Private security market € 2,610,000,000 (2002)
Aproser represents about 75%

WORKING HOURS
1788 hrs / year (2004); 162 hrs 33 minutes / month
Overtime
- Fringe benefit (supplementary payment or compensating freetime)
- Up to 80 hrs / year
- Guards € 6.64 / hour (labour days); € 7.10 / hour (no-labour days) (2004)

Weekends and nights
- Incentive earnings
- Weekends : € 0.71 / hour (2004)
- Nights : € 0.88 / hour
- Guards (2004)

Stand-by
- Incentive earnings + salary
- No provision

EQUAL OPPORTUNITIES (EO) COMPANY POLICY
Legal and Collective Agreements provisions are followed
**ECONOMIC ASPECTS**

**Total number of private security companies (in 2003)**  
± 4700 companies

**Size (based on number of employees)**  
> 100 employees: ± 30  
100 to 499: ± 140  
20 to 99: ± 300  
5 to 19: ± 450  
2 to 4: ± 1180  
1: ± 2600

**Activities**  
- Surveillance: ± 75%  
- Electronic surveillance (monitoring): ± 12%  
- Intervention: ± 4%  
- Installation of systems: ± 5%  
- Training: ± < 1%  
- Transport of valuables: ± < 1%  
- Body guarding: ± 2%  
- Other: ± 1%

**Total number of personnel**  
± 117 000  
- Management: ± 5%  
- Operational: ± 95%

**Turnover in function of professional segments**

<table>
<thead>
<tr>
<th>Activity</th>
<th>Turnover in €</th>
<th>Turnover in %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Surveillance</td>
<td>2 350 Mio€</td>
<td>75%</td>
</tr>
<tr>
<td>Electronic Surveillance (monitoring)</td>
<td>380 Mio€</td>
<td>12%</td>
</tr>
<tr>
<td>Intervention</td>
<td>120 Mio€</td>
<td>4%</td>
</tr>
<tr>
<td>Installation of systems</td>
<td>150 Mio€</td>
<td>5%</td>
</tr>
<tr>
<td>Training</td>
<td>20 Mio€</td>
<td>&lt;1%</td>
</tr>
<tr>
<td>Transport of valuables</td>
<td>10 Mio€</td>
<td>&lt;1%</td>
</tr>
<tr>
<td>Body guarding</td>
<td>70 Mio€</td>
<td>2%</td>
</tr>
<tr>
<td>Others*</td>
<td>30 Mio€</td>
<td>1%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>3 130 Mio€</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>

* Renting, leasing security systems, maintenance, document transport, audit, security consulting, ...

**Salaries (December 31st 2002)**

<table>
<thead>
<tr>
<th>Category based on salaries</th>
<th>Absolute number</th>
<th>Relative number in % *</th>
</tr>
</thead>
<tbody>
<tr>
<td>&gt; 500 employees</td>
<td>65 200</td>
<td>55,5% (55%)</td>
</tr>
<tr>
<td>100 to 499 employees</td>
<td>28 000</td>
<td>24% (22,5%)</td>
</tr>
<tr>
<td>20 to 99 employees</td>
<td>15 300</td>
<td>13% (14,5%)</td>
</tr>
<tr>
<td>1 to 19 employees</td>
<td>8 500</td>
<td>7,5% (8%)</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>117 000</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>

* Numbers between brackets reference 2001

**Average age**: 35 yrs

**Gender**  
- Male: 90,5%  
- Female: 9,5%

**Turnover rate of staff**: 66 %

**Training**  
- Organised by company: yes – Initial training  
- Organised externally (security training school): other training  
- Organised externally (technical school,...): other training  
- Before entrance: a 2003 law sets the obligation to justify training before contract. Will apply in 2 years time

**DURATION OF TRAINING**  
- Guarding and electronic surveillance: 32 hrs  
- Transport of valuable: 70 hrs  
- Airport security: 70 hrs

**Dogs**  
400

**Armoured cars**  
1350 – transport of valuables

**Yearly turnover**  
± € 3 300 000 000 000

**Market growth**  
2002: 10,5%  
2001: 12%  
2000: 10,5%

**Type of contracts**  
- Private: 78%  
- Public: 22%

**Average working hours**  
35 hrs / week  
Daily maximum: 12 hrs  
Weekly maximum: 48 hrs (but never more than an average of 44 hrs on a 12 weeks period)

**Overtime and standby**  
- Maximum overtime: 180 hrs / year  
- Fringe benefit (supplementary payment or additional time of)  
Sundays and nights: incentive earnings

**Equal opportunities (EO) policy**  
Yes
LEGAL ASPECTS

**Law and Regulations**
- Law n° 2003-239 of March 19th 2003 adjusting law n° 83-629 of July 12th 1983 regulating the activities of private surveillance, guarding and transport of valuables
- Law n° 2001-1062 of November 15th 2001 on daily security
- Decree of November 20th 2002 adjusting the decree of April 28th 2000 regarding the transport of valuables
- Specifics are stipulated in various Decrees, Orders and Circulars

**Collective Agreements**
- On a national branch level
- National collective agreement of February 15th 1985 regarding prevention and security companies

**Areas Covered by Regulation**
- Manned guarding
- Transport of valuables
- Electronic security
- Airport security (Appendix VIII of July 31st 2002)

**Responsible Authority**
- Home Office
- Social branch of Home Office for social areas

**Requirement**
- License awarded by police authorities

**Entrance Requirements**
- Law 2003 Pre-employment requirements

**Restrictions on Background of Owners and Staff**
- On company level
  - Exclusion from all other activities i.e. private investigation
- On personnel level
  - Background investigation carried out by police authorities without prior consent of subject
  - No criminal record
  - Successfully completed mandatory training
  - Not have been a member of the public police since at least 5 years

**Specific Requirements**
- No restrictions on cumulating with other activities
- All guarding companies are assessed annually by regional authorities
- Uniform
  - Mandatory
  - No confusion with public police allowed
- Identification card
  - Only on company level
- Minimum age
  - 18 yrs old

**Fire arms**
- No except for transport of valuables
- Special permission needs to be granted
- Training mandatory

**K9 (dogs)**
- Dogs must be licensed
- Handlers must be qualified

**Horses**
- Occasionally

**Training Facilities**
- Wide range of choice in training institutions i.e. private, public or internal training programs
- Quality of the programs is determined internally

**Training**
- Initial training of 32 hrs (CBA)

**Certificate of Competency**
- A certificate of competency will be mandatory 2 yrs after the publication of the application decree of the law n° 2003-239 of March 19th 2003. This decree has not been published yet

**Sanctions by Authorities**
- Administrative sanctions
- Refusal of license
- Penal sanctions

SOCIAL ASPECTS

**Level of Syndication:** < 10%

**Trade Unions**
- Affiliated to UNI-Europa
  - CFDT-Services
    - Members general: 865,528 / In sector: na / Density: na
    - Collective Bargaining / Agreement: yes
  - FETS-FO
  - CGT-com
- Non-affiliated to UNI-Europa
  - CFTC
    - Members general: 130,000 / Density: na
    - Collective Bargaining: yes / Collective Agreement: no
  - CFE-CGC
    - Members general: 250,000 / In sector: na / Density: na
    - Collective Bargaining / Agreement: yes

**Number of Collective Agreements in Force**
- One for each union
CONCLUSIONS

The private security sector in the 25 EU Member States has experienced significant growth in the last three decades, both in terms of the number of companies and in the numbers of private security personnel. Today, the private security workforce more or less matches the public police workforce in most EU Member States and in some Member States they even outnumber the public police. In relation to the population it can safely be stated that the representation of the private security sector averages a 1/500 ratio.

Secondly, the presence of an active social dialogue at national level can almost always be directly linked to the level of organisation of the private security sector. In Member States with a strong professional organisation and structure, the development of the sector is being closely monitored, the behavioural changes in and around the market are constantly being watched and analysed and their impact anticipated. In addition to this observation, we have to add that the tendency to monitor the legal, socio-economic behaviour of the sector has started to be understood by most Member States.

In this respect the national social dialogue plays a major role in providing the necessary conditions to guarantee the above mentioned axioms.

Ever since the European social dialogue was introduced within the private security industry, the need for harmonisation between Member States became apparent. A lot of work has been done since. In a European context, the availability of a national social dialogue within the Member State is not sufficient. A European model must be developed to maintain and improve the acquired position of the sector.

15 MEMBER STATES BEFORE 1ST MAY 2004

LEGAL ASPECTS

Most Member States, with the exception of Austria and Germany, have specific legislation with respect to the private security industry. With the exception of Italy (1931) and Sweden (1973) the applied legislation has been introduced since the 1990s.

There is no consensus with respect to legal definitions. Classically, the defined activities entail the protection of goods (mobile or immobile, the protection of individuals, cash-in-transit (CIT), monitoring within alarm centres and the design, installation and maintenance of alarm installations and systems.

The national authorities in charge are mainly:
- The Home Office
- The Police (national, regional or local)
- The Ministry of Justice

All Member States, with the exception of Ireland, request the possession of a license either at individual or at company level. The license has an expiry date and is renewable.

Most Member States, with the exception of the UK, set out collective agreements which are negotiated either on a sectoral or on an national level.

With the exception of Italy, all Member States demand certain requirements with respect to the company or the personnel. These usually aim at the reliability (moral and financial) as well as the availability of the necessary infrastructure.

All Member States request a clean criminal record.

Uniforms are either mandatory or optional.

1 Austria = Commercial law, Germany = Industrial code
2 Belgium, Germany, the UK have a very detailed definition of the private security activities
3 Other authorities in charge are the Ministry of Labour, Ministry of Defence, County Administrative Board
Identification cards are either optional or mandatory and are issued at a personal level, at company level or both.

Minimum age is usually 18 years.

The use of firearms is prohibited in certain Member States such as Denmark, France (except for CIT), the Netherlands and the UK. The other Member States either request or make the use of firearms optional under certain conditions.

The use of dogs is usually permitted. Most Member States, however, request a special license and mandate the dog and the handler to be trained and certified. In Greece the use of dogs is prohibited in public areas or areas accessible to the public.

In general no special powers are granted to private security personnel. However, quite a few Member States allow special powers within certain well defined conditions.

Approximately 60% of the Member States mandate basic training. Far fewer Member States request specialised or follow-up training. The training may be organised internally and externally. In some instances the content of the training needs to be approved by the authority in charge. The duration of the training varies significantly from Member State to Member State. Often the training centres, the courses and the trainers have to be approved by the authority in charge.

The controlling authorities often are the same authorities responsible for the sector. In some cases this responsibility is delegated to the local authorities.

Most Member States inflict administrative and/or penal sanctions ranging from withdrawal/suspension of the license to fines and imprisonment.

**Social aspects**

In all Member States the private security employees are represented by trade unions.

The private security sector is organised into employers' organisations in all states. In a number of Member States there is only one employers' organisation. In other Member States there is more than one organisation, in these cases at least one employers' organisation is a member of CoESS.

Most countries have developed formal social dialogue.

Social agreements are negotiated mainly at national or sectoral level.

Main social issues are wages and other working conditions.

A great disparity with respect to the level of syndication ranging from 85% in some Member States to less then 10% in other Member States

Equal opportunities are mainly based on general provisions.

60% of the Member States have specific provisions concerning health and safety in the workplace.
Panoramic Overview of Private Security Industry in the 25 Member States of the European Union

**Economic Aspects**

The private security sector is well established in the Member States.

Most private security companies are involved in static guarding.

Continuous growth of the private security sector.

The private security sector mainly employs male workers.

The private security sector is a labour intensive sector.

Average age of private security personnel is 35 years.

Remarkable differences in national turnover rates of personnel.

Most Member States have an organised training system, either externally or within the company.

Dogs are frequently used in private security activities.

Private security personnel is generally uniformed.

Average working day ranging from 8 to 12 hours.

**10 New Member States since 1st May 2004**

**Legal Aspects**

With the exception of the Czech Republic and Cyprus, all new Member States have specific security legislation. Most of this legislation was established around the same period as the legislation in the "old" Member states.

As far as the definition is concerned, we notice the same characteristics. All classical activities are described. In some cases, the legal definition is described in more detail. Such is the case for Slovakia.

The authorities in charge are essentially:

- The Home Office
- The police (national and local)
- The Ministry of Justice
- The Ministry of Industry (Czech Republic)

The minimum age is usually set at 18 years with a few exceptions:

- In Estonia the minimum age is set at 19 years and 21 years for CIT.
- Lithuania sets the age at 21 years, but with the new law the age limit will be brought back to 18 years.
- In Poland a licensed security officer has to be 21 years old.
- In Slovakia the minimum age is 21 years.

The use of uniforms is either optional or mandatory and uniforms must not bear a resemblance to the uniform of the public police. In some cases the uniform needs to approved beforehand by the responsible authorities or by the police.

Identification cards are mainly mandatory and issued by the responsible authority or the police.

The use of firearms can be a legal requirement and can be limited to certain activities. All Member States request a mandatory permit, which is either awarded at personal or company level. In most cases the permit is issued by the police or the Home Office. The use of firearms is limited to the work environment and these must be stored in a safe place on the companies' premises. A record of the firearms is kept either by the company or by the police.

Both administrative and penal sanctions apply, ranging from warning, suspension, and withdrawal of the license to a fine or imprisonment.
Panoramic Overview Private Security of Industry
in the 25 Member States of the European Union

Social aspects
It can be concluded that there is a near overall absence of structural social dialogue in the new Member States.

Collective agreements, if available, are generally negotiated at company level. However, it must be noted that in most new Member States, the introduction of social dialogue is on the agenda for the near future.

Economic aspects
From the information provided, however fragmented, it can be concluded that the private security industry is well represented in these Member States and is experiencing a continuous increase in private security services and manpower.

With regards to working time a great variation can be observed.

Comparison between the “old” and “new” Member States

All Member States, with the exception of the Czech Republic, have or are in the process of preparing special provisions with respect to the private security industry.

Overall, the same authorities are in charge of regulating the private security industry.

Most Member States have developed entrance requirements for the company and for the personnel.

The private security industry is a nationally licensed sector in the European Union.

Major differences exist between the “old” and the “new” Member States with respect to the level of professional organisation and social dialogue.

It appears that the private security sector is a flourishing sector in all Member States and is experiencing continuous growth.

There is a growing awareness of the need for organisation and structure of the sector in all Member States.

General conclusion
Even though major differences in the organisation of the private security industry in the 25 Member States of the European Union can be observed, the overall response and content of the replies received in the framework of the preparation of this overview, suggest that most Member States are in favour of a formal structure for the private security industry. Almost all Member States have developed a legal framework for the private security industry. There is a tendency to organise professional organisations with the intention of setting minimum standards for qualification.

Although the individual Member States approach the organisation of the private security industry differently, all relevant parties are aware that the conditions necessary to ensure quality and professional conduct within the industry, hence guaranteeing continuity, must be closely monitored and encouraged.

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Economic aspects

Total number of private security companies in 2003

Size
Activities
Origin

(International) national activities

Total number of personnel

Management
Operational

Average age
Male
Female

Gender
Male
Female

Average education

Staff turnover rate in %

Contract type
Full time
Part time

Long term contract
Temporary contract

Recruitment criteria
Recruitment methods

Training

Duration of training
Organised by company

Organised externally by security training institute :
Organised externally (technical school,..) :

Before entrance
During initial period
Combination with mentor

Experience

Career opportunities
Uniforms
Dogs
Horses

Armoured cars

Number of armed guards

Yearly Turnover € (or local currency)

Market growth
2003
2002
2001
2000

Type of contracts
Private
Public
Corporate

Type of Activities (combined with other than security)

Working hours (** hours / week (with a maximum of ** hours / day equals ** hours / week)

Daily maximum
Weekly maximum
Overtime
Weekends and nights
Stand-by

Equal opportunities (EO) policy
Panoramic Overview of Private Security Industry in the 25 Member States of the European Union

FORMAT OF THE FILING CARD

Member State
Population
Police Force / ratio
Security force / ratio

LEGAL ASPECTS

Law
Collective agreements
Areas covered by regulation
Authority in charge
Requirement
Entrance requirements
  At company level
  At personal level
Restrictions on background of owners and staff
Specific requirements
  Uniform
  Identification card
  Minimum age
Firearms
  Permit
  Specific training
Applicable to which activities
Permission appointed at which level (company or personal)
Storing of firearms after hours
Register on firearms?
Limitations concerning the type of weapon and the number of weapons
K9 (dogs)
Specific training needed? If so what training, how long and where
Horses
Powers
Limited search and seizure
Training facilities
Training
  Certificate of competency
  Medical and psycho-technical (psychological) examination
Services to public persons
Control by authorities
Sanctions by authorities
  Administrative sanctions
  Penal sanctions

SOCIAL ASPECTS

Trade unions
  Affiliated to UNI-Europa
  Not affiliated to UNI-Europa
Membership
Density
Level of syndication
Employers’ organisation
Member CoESS
Non-member CoESS
Membership
Density
Negotiation
Sectoral social dialogue
Number of collective agreements in force
Areas covered
Categories and salary
Equal opportunities
General provisions
Specific measures
Health and safety in the workplace