

Requirements under the Security and Guarding Services Ordinance (SGSO)



Security Work

Under the provisions of Security and Guarding Services Ordinance (SGSO), Cap. 460, Laws of Hong Kong, the licensing authority for approving Security Company Licence is delegated to the Security and Guarding Services Industry Authority (SGSIA), while the Commissioner of Police (the Commissioner) is the licensing authority for issuing the Security Personnel Permits (SPP). Employer of SPP holder and holder of SPP are required to adhere to the statutory requirements of the SGSO. Any person who contravenes the statutory requirements commits an offence.

Relevant Statutory Requirements of Employer (Applicable to Owners' Corporation)

- No person other than a company issued with a valid Security Company Licence shall supply, agree to supply, or hold himself out as supplying any individual to do security work for another person for reward. (S.11(1), SGSO)
- No person shall authorize or require another person to do security work for him for reward unless the later is a valid SPP holder. This provision does not apply to person performing security work for an occupier of domestic premises in relation to that premises. (S.12, SGSO)
- Any person who employs or ceases to employ an individual to do security work for reward, whether for him or another person, shall within 14 days after the commencement and termination of the employment, give written notice to the Commissioner of the names of the employer and the employee and of the date on which the employment commenced and terminated. (S.13, SGSO)

Relevant Statutory Requirements of Employee and Relevant SPP Conditions Statutory Requirements

- Any person performing security work for another person for reward is required to hold a valid SPP issued by the Commissioner. (S.10, SGSO)
- SPP holder shall work in accordance with the prescribed SPP conditions. (S.10, SGSO)

SPP Conditions (It is a statutory requirement under section 10, SGSO for SPP holder to comply with SPP conditions)

- Unless employed by a licensed security company, SPP holder shall within 14 days notify the Commissioner in writing of any change of employer.
- SPP holder shall within 14 days notify the Commissioner in writing any institution of criminal proceeding against him.

Offences and Penalties

- Any person who contravenes section 11(1) of SGSO commits an offence and is liable to a fine of \$100,000 and to imprisonment for 2 years.
- Any person who contravenes section 10, 12 or 13 commits an offence and is liable to a fine of \$10,000 and to imprisonment for 3 months.

Written Notification

- Written notification and other relevant information can be found at the Hong Kong Police Force website: <http://www.police.gov.hk/index.html>

Detailed Provisions of SGSO

- Detailed provisions of SGSO can be found at the Department of Justice Bilingual Laws Information System website: <http://www.legislation.gov.hk/eng/index.htm>

Frequently Used Telephone Numbers

Security and Guarding Services Industry Authority (Issuing of Security Company Licences and Specifying Criteria for Issuing Security Personnel Permits)	2801 6181
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Police Licensing Office (Issuing of Security Personnel Permits)	2860 6543
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Home Affairs Department (Assisting in Building Management)	2835 2500
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The information given in this leaflet is for reference only.