

SECURITY TRAINING PROVIDER

APPROVAL EXPIRES
19 March 2029



Certificate of Approval

This Certificate of Approval is issued to:

Crown Training Group Pty Ltd

The above named is approved to be a provider of training courses under the authority of Regulation 16(3) of the Security and Related Activities (Control) Regulations 1997.

This approval is subject to the attached conditions and restrictions as provided under Regulation 16(4)(b) of the aforementioned regulations.


DOUG STJEPIC
A/SUPERINTENDENT
LICENSING ENFORCEMENT DIVISION
27 August 2024

Security Training Provider Conditions of Approval

Crown Training Pty Ltd

Crown Training Pty Ltd (**the Security Training Provider**) is a Registered Training Organisation approved by the Superintendent in charge of the Western Australia Police Force Licensing Enforcement Division (**the Superintendent**) under Regulation 16(3) of the *Security and Related Activities (Control) Regulations 1997* (**the Regulations**) to be a provider of training courses.

The Approved Holder for the Security Training Provider is Nolan Noronha.

This approval is valid from the date of this document and expires on 19 March 2029.

The approval granted to the Security Training Provider to provide training for licensing purposes (**security training**), is subject to the below conditions and restrictions imposed by the Superintendent in accordance with Regulation 16(4)(b) of the Regulations.

Any breach of these conditions may result in the cancellation of this approval, as provided for by Regulation 16(5) of the Regulations.

These conditions and restrictions replace all previous Conditions of Approval.

This approval is not transferrable.

The Security Training Provider must comply with all requirements, conditions and restrictions imposed by the *Security and Related Activities (Control) Act 1996* (**the Act**) and the Regulations.

Only approved trainers may conduct security training on behalf of the Security Training Provider. Security training associated with firearms may only be conducted by approved firearms discharge trainers.

The training courses and units of competency required for licensing purposes are at Appendix A (**security training courses and units of competency**).

The Security Training Provider is approved to conduct the below listed security training courses and units of competency:

- CPP20218 Certificate II in Security Operations

CONDITIONS/RESTRICTIONS IMPOSED

1. Maintain Registration

The Security Training Provider must maintain registration with the Training Accreditation Council or the Australian Skills Quality Authority and comply with the *Standards for Registered Training Organisations (RTOs) 2015*.

2. Change of Ownership, Name, Contact Details

The Security Training Provider must notify the Officer in Charge, Licensing Services in writing within fourteen (14) days of any change of:

- Ownership or business structure of the Security Training Provider. (Please note that this approval is not transferable).
- Name, postal address or contact details, including email address, of the Security Training Provider.

3. Sub-contracting

No sub-contracting of this approval or advertising of security training by another training organisation on behalf of the Security Training Provider is permitted, unless prior written approval is obtained from the Officer in Charge, Licensing Services.

4. Notification of Financial Position

The Security Training Provider must notify the Officer in Charge, Licensing Services immediately in writing:

- Should the Security Training Provider be placed into liquidation or in the hands of an administrator or an official receiver manager.
- Should the Approved Holder or director(s) of the Security Training Provider declare bankruptcy.

5. Advertising

The Security Training Provider must ensure that all advertisements offering security training include the Security Training Provider's full name and do not include the use of the Western Australia Police Force logo, the terminology "Police Approved" or any other similar form of endorsement.

6. Cancellation of Approval

Regulation 16(5) of the Regulations provides that the Superintendent may, by giving written notice to the course provider, cancel an approval given under Regulation 16(3) of the Regulations. The cancellation becomes effective once the Superintendent:

- (a) has given to the course provider written notice of the intention to cancel the approval stating the grounds on which the cancellation is intended and allowing the course provider 21 days within which to respond to the notice; and
- (b) has had due regard to any response to the notice made within that time.

Upon receipt of written notice from the Superintendent that their approval to be a provider of training courses has been cancelled, the Security Training Provider must cease training for licensing purposes immediately. If the Security Training Provider

fails to cease training after the receipt of the written notice, then any qualifications or statements of attainment issued as a result of that training will not be accepted by Licensing Services for licensing purposes.

7. Awareness of Conditions

The Security Training Provider must ensure that all approved trainers, approved firearms discharge trainers, relevant employees and contractors are aware of and comply with the conditions and restrictions contained in this approval.

8. Trainers

The Approved Holder must ensure that only persons approved and authorised in writing by the Superintendent conduct training or assessment in relation to any security training course or unit of competency that is subject to this approval. Training or assessment associated with firearms may only be delivered by an approved firearms discharge trainer. This condition includes both practical and theory training. (See terms “Approved Trainer” and “Approved Firearms Discharge Trainer”).

The Security Training Provider must notify the Officer in Charge, Licensing Services in writing at least fourteen (14) days prior to an approved trainer or approved firearms discharge trainer commencing and within fourteen (14) days of an approved trainer or approved firearms discharge trainer ceasing employment.

To employ a proposed new trainer, the Approved Holder must submit a written request for such trainer’s approval to the Officer in Charge, Licensing Services.

9. First Aid Training

All approved trainers conducting first aid training for the Security Training Provider must hold the first aid unit of competency being provided for licensing purposes.

10. Supply List of Students Who Have Completed Training

The Security Training Provider must supply in a format specified by the Officer in Charge, Licensing Services, a list of students, including full name, date of birth and training certificate number (Appendix B) to the Officer in Charge, Licensing Services within 24 hours of the issue of a training certificate for an approved security training course.

11. Independent Testing Process

On completion of a Certificate II in Security Operations course, the student must pass an independent written examination based on the course content before being eligible to apply for Security Officer and/or Crowd Controller licences. Prospective students must be advised of this requirement prior to enrolling in the course and sign a form (Appendix C) acknowledging they have been made aware of this. A completed form is

be made available for inspection by a member of Western Australia Police Force upon request.

12. Business Premises, Documents and Records

The Security Training Provider must permit a member of the Western Australia Police Force to inspect the business premises and documents or records for the purpose of inspection, investigation or auditing of activities conducted by the Security Training Provider under this approval. The inspection is to be conducted at a reasonable time after such inspection is requested in writing by a member of the Western Australia Police Force.

The Security Training Provider is to provide all necessary assistance to police, including presenting documents and records and permitting police to make copies of said documents or records.

The above includes all documents and records relating to student training and assessment and all records evidencing compliance with the conditions and restrictions contained in this approval.

Western Australia Police Force officers may be accompanied by persons with expertise in relevant fields during the inspection.

All documents and records referred to above are to be retained in Western Australia for a minimum of three (3) years.

The following conditions apply to all Security Trainers employed by your organisation:

1. Delivery of Training and Assessment

The Trainer is only permitted to deliver training and/or assessment in respect of an approved security training course or unit of competency when they have been engaged to do so by a Security Training Provider and such delivery is conducted in accordance with the conditions and restrictions imposed on that Security Training Provider's approval.

2. Maintain Currency of Licence

The Trainer must hold the licence/endorsement relevant to each security training course or unit of competency they are approved to deliver training and assessment in. (See Appendix STA1).

3. First Aid Training

The Trainer is only permitted to conduct first aid training and assessment on behalf of a Security Training Provider for licensing purposes whilst they hold the first aid unit(s) of competency being provided.

4. Active Involvement in Security Training

The Trainer must deliver training and assessment in each approved security training course or unit of competency on a minimum basis of one (1) course or

unit of competency within every twelve (12) month calendar year period to maintain this Trainer Approval.



DOUG STJEPIC
A/SUPERINTENDENT
LICENSING ENFORCEMENT DIVISION
27 August 2024

Terms used in this document:

- **Approved Firearms Discharge Trainer** means a suitably qualified and experienced person approved in writing by the Superintendent to deliver training, assessment and instruction for licensing purposes, subject to conditions and restrictions imposed, in respect of the firearm use units of competency and/or training courses in firearms discharge, on behalf of a Registered Training Organisation holding current approval under Regulation 16(3) and/or 14A(1) of the Regulations to be a provider of security training and/or training courses in firearms discharge.
- **Approved Holder** means the responsible person in charge of the Security Training Provider.
- **Approved Trainer** means a suitably qualified and experienced person approved in writing by the Superintendent to deliver training and assessment for licensing purposes, subject to conditions and restrictions imposed, in respect of a security training course or unit of competency on behalf of a Registered Training Organisation holding current approval from the Superintendent under Regulation 16(3) of the Regulations to be a provider of training courses.
- **Firearms Discharge Training Provider** means the Registered Training Organisation providing firearms discharge training in accordance with a Western Australia Police Force Firearms Discharge Training Provider Approval and its associated conditions and restrictions.
- **Licensing Services** refers to the Western Australia Police Force Licensing Enforcement Division and any officer employed by the Western Australia Police Force responsible for carrying out licensing functions in respect of the Act and the Regulations.
- **Registered Training Organisation** means a training provider registered with TAC or ASQA and approved to deliver training and/or assessment of nationally recognised training products.
- **Security training course or unit of competency** means any of the courses or units of competency at Appendix A as required for licensing purposes.
- **Security Training Provider** means the Registered Training Organisation providing security training in accordance with a Western Australia Police Force Security Training Provider Approval and its associated conditions and restrictions.
- **Student** means a person being trained and/or assessed by a Firearms Discharge Training Provider or a Security Training Provider in respect of a training course or unit of competency.

- ***Sub-contracting*** includes contracting out to other organisations, individuals or partnerships or any type of franchising arrangement.
- ***Training*** includes any activity conducted to facilitate learning and the acquisition of competencies.