



## Ohio Administrative Code Rule 109:2-3-04 Certification of commanders.

Effective: July 1, 2017

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(A) Each commander is required to obtain certification from the executive director in order to conduct private security training courses. Such certification will be based upon the submission of a typewritten statement of qualifications, on a form prescribed by the executive director, by the person seeking certification as a commander. The commander shall conform to the minimum qualifications as set forth in this chapter and must be associated with an approved training facility. Substantiating documentation of qualifications shall accompany the application at the time of submission.

(B) Minimum qualifications for certification as a private security academic training course commander shall be as follows:

- (1) High school graduate or possession of a "General Education Development" certificate; and
- (2) Three years full time experience in the private security field, a security-related field or the equivalent, as determined by the executive director. Law enforcement experience does not automatically qualify as security-related experience. The determination of applicability will be based upon the functions performed as a law enforcement officer; and
- (3) Two years full time experience in a management-level position or completion of ninety quarter hours or sixty semester hours at an accredited college or university; and
- (4) Three professional references from individuals currently employed in the security or a security-related field in a management-level position, who have known the individual for at least three years; and
- (5) No conviction for a felony, crime of moral turpitude, offense of violence, or sexually oriented or child-victim oriented offenses. Evidence of a current criminal records check through the bureau of criminal identification and investigation must be submitted with the application.



(6) For applicants applying to be commanders on or after the date of this amendment, completion of a commander training program approved by the executive director.

(C) Joint vocational school private security commanders may be exempted from requirements of paragraph (B)(2) of rule 109:2-3-04 of the Administrative Code by the executive director. This certificate will be specific for those commanders conducting commission-approved courses in joint vocational schools only.

(D) Minimum qualifications for certification as a basic firearms commander or requalification commander.

(1) High school graduate or possession of a "General Education Development" certification; and

(2) Five years full time experience in the private security field, a security-related field or equivalent as determined by the executive director. Law enforcement experience does not automatically qualify as security-related experience. The determination of applicability will be based upon the functions performed as a law enforcement officer; and

(3) Three professional references from individuals currently employed in the security or a security-related field in a management-level position, who have known the individual for at least three years; and

(4) No convictions for a felony, crime of moral turpitude, offense of violence, or sexually oriented or child-victim oriented offense. Evidence of a current criminal record check through the bureau of criminal identification and investigation must be submitted with the application.

(5) For applicants applying to be commanders on or after the date of this amendment, completion of a commander training program approved by the executive director.

(E) Once the application is approved by the executive director, a commander orientation will be conducted by commission staff prior to a commander certificate being issued.

(F) Renewal requirements



(1) Certification shall be renewed every five years. At least sixty days and no more than ninety days prior to expiration of the certificate, the individual shall submit, on a form prescribed by the executive director, an application for renewal.

(2) Renewal requirements shall be as follows:

(a) The applicant must conduct at least two courses within the five year period;

(b) If offered, the applicant must attend at least one commander conference conducted by the commission or commission staff;

(c) The applicant shall complete at least twenty-four hours of training relevant to conducting and overseeing a basic training academy.

(3) Renewal shall be effective for five years.

(G) Denial of issuance or renewal of commander certification, or suspension or revocation of certification.

(1) The executive director shall revoke or refuse to issue or renew certification of an individual for the following reasons:

(a) Failure to meet the minimum qualifications for certification as a commander listed in paragraphs (B) and (D) of this rule;

(b) Failure to meet renewal criteria;

(c) Failure to meet renewal deadline;

(d) Failure to maintain satisfactory ratings on commander evaluations;

(e) Submission of falsified records or renewal documentation;



(f) Violations of the rules of this chapter;

(g) Conviction for a felony, crime of moral turpitude, offense of violence, or sexually oriented or child-victim oriented offense; and

(h) Any other good cause shown.

(2) The executive director may suspend the certification of any commander that is found to be under indictment for any felony, crime of moral turpitude, offense of violence, or sexually oriented or child-victim oriented offense.

(3) Should the executive director refuse to issue or renew a certificate, or choose to suspend or revoke an individual's certification, the executive director shall comply with rule 109:2-3-13 of the Administrative Code.