

**CHAPTER 210**

## INQUIRY AGENTS AND SECURITY GUARDS

**INQUIRY AGENTS AND SECURITY GUARDS  
REGULATIONS**

SI 45/1977

## (SECTION 17)

*[Commencement 7th July, 1977]*

1. These Regulations may be cited as the Inquiry Agents and Security Guards Regulations. Citation.
2. In these Regulations, unless the context otherwise requires — Interpretation.
- “the Act” means the Inquiry Agents and Security Guards Act;
- “form” means a form prescribed in the First Schedule. First Schedule.
3. (1) The forms set out in the First Schedule shall be used for the purpose of the Act with such variations as the circumstances of the case may require. Forms.  
First Schedule.
- (2) The following are the forms set out in the First Schedule —
- (a) Form 1, being the form of an application to engage in the business of providing inquiry agents or security guards.
  - (b) Form 2, being the form of an application to act as an inquiry agent or security guard;
  - (c) Form 3, being the form of licence to engage in the business of providing inquiry agents or security guards, or to act as an inquiry agent or security guard;
  - (d) Form 4, being the form of record to be kept by a person engaged in the business of providing inquiry agents or security guards of the employment of such of his employees as are licensed to act as inquiry agents or security guards.

Licences general provisions

**4.** (1) No licence issued under the Act shall be of any effect unless it is signed —

- (a) in the case where the licensee is an individual, by the Minister and the individual;
- (b) in the case where the licensee is a body corporate, by the Minister and a director, manager, secretary or similar officer of the body corporate.

(2) Applications for a licence shall be made at the office of the Permanent Secretary, Ministry of Home Affairs in such manner as the Minister may determine.

Second Schedule

(3) No licence shall be issued or renewed until the appropriate fee therefor set out in the Second Schedule has first been paid.

(4) A licence may be renewed or varied by an endorsement thereon to that effect stating the period of the renewal or, as the case may be, the nature of the variation and such endorsement may be signed by the Minister.

Licences to engage business of providing inquiry agents or security guards

**5.** (1) Where the person making application for a licence to engage in the business of providing inquiry agents or security guards is a body corporate such application shall be made on behalf of the body corporate by a director, manager, secretary or other similar officer thereof.

(2) A licence to engage in the business of providing inquiry agents or security guards shall be granted or renewed subject to the following conditions (whether or not in addition to any other conditions) —

- (a) the licensee shall not use the word “police” in connection with any of the activities of his business or to the employees of the licensee.
- (b) the dress of the employees of the licensee shall not resemble that of the Royal Bahamas Police Force either in colour or styling;
- (c) security guards employed by the licensee shall not wear any uniform other than a uniform which has been approved in writing by the Minister.

Licence to act as an inquiry agent or security guard

**6.** An application for a person to act as an inquiry agent or security guard shall be accompanied by two photographs of the applicant measuring not less than  $1\frac{1}{8}$ " by  $1\frac{1}{8}$ " or more than  $1\frac{1}{2}$ " by  $1\frac{1}{2}$ ".

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7. (1) The badge which security guards are required to wear under the provisions of subsection (2) of section 13 of the Act shall be of such design as the Minister may approve and the Minister shall not so approve a badge unless it conforms to the following requirements —

Badges

- (a) the minimum size shall be 2” by 2”;
- (b) it shall be of a distinctive colour;
- (c) it shall bear a legend indicating that its wearer is a security guard.

(2) A security guard shall wear his badge upon his cap or chest in such a manner that it is clearly visible in its entirety to other persons at all times while he is on duty.

8. (1) The holder of a licence to engage in the business of providing inquiry agents or security guards shall keep a record of the employment of such of his employees as are licensed to act as inquiry agents or security guards in Form 4 and such record shall contain the particulars required by that Form.

Records

(2) The particulars required by Form 4 (other than the statement as to the date and time of termination of employment) shall be entered as soon as practicable after the date and time the particular employment commenced.

(3) As soon as practicable after the termination of the employment the employer shall enter in the record the date and time of termination of employment and certify the record as being correct. The employee shall sign the record.

(4) The record kept under this regulation shall be maintained at the principal place of business of the licensee and shall be available for inspection by any police officer at all reasonable hours.

(5) In this regulation “employment” means a particular task or assignment performed outside the place of business of the employer.

9. There shall be paid to the Treasurer upon the grant or renewal of a licence under the Act the fees specified in the Second Schedule.

Fees

Second Schedule

**FIRST SCHEDULE  
FORM 1 (Regulation 3)**

**APPLICATION TO ENGAGE IN THE BUSINESS OF  
PROVIDING INQUIRY AGENTS AND/OR SECURITY  
GUARDS <sup>1</sup>**

THE INQUIRY AGENTS AND SECURITY GUARDS ACT  
(Ch. 210)

SURNAME:.....

FIRST NAME:.....

DATE OF BIRTH:.....

PLACE OF BIRTH:.....

NATIONALITY:.....

ADDRESS:.....

P.O. BOX:.....

OCCUPATION:.....

TELEPHONE NO:.....

NAME OF COMPANY:.....

ADDRESS OF REGISTERED OFFICE:.....

.....

NAMES AND ADDRESSES OF THE DIRECTORS:.....

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.....  
Signature Applicant.

NOTE: It is an offence to knowingly furnish false information  
in the application form or any statement attached thereto.

<sup>1</sup> Delete where not applicable

**FORM 2**

**APPLICATION TO ACT AS AN INQUIRY AGENT/  
SECURITY GUARD<sup>2</sup>**

THE INQUIRY AGENTS AND SECURITY GUARDS ACT  
(Ch. 210)

**PART I**

SURNAME: .....

FIRST NAME: .....

DATE OF BIRTH: .....

PLACE OF BIRTH: .....

NATIONALITY: .....

ADDRESS: .....

P.O. BOX: .....

TELEPHONE NO: .....

IF NOT A FULL TIME OCCUPATION  
PLEASE STATE OTHER OCCUPATIONS: .....

NAME OF EMPLOYER: .....

ADDRESS OF EMPLOYER: .....

.....

**PART II**

**TO BE COMPLETED BY EMPLOYER**

I certify that .....(full name)  
will be employed by me/us in the position of an inquiry agent/  
security guard.<sup>3</sup>

.....  
Signature of Employer

.....  
Signature of Applicant.

Date .....

NOTE: It is an offence to knowingly furnish false information  
in the application form or any statement attached hereto.

<sup>2</sup> Delete where not applicable

<sup>3</sup> Delete where not applicable

**FORM 3**

**LICENCE: PARTICULARS OF LICENCE HOLDER**



**INQUIRY AGENTS AND SECURITY GUARDS ACT  
(Ch. 210)**

SURNAME:.....  
FIRST NAMES:.....  
NAME OF COMPANY:.....  
ADDRESS:.....  
P.O. BOX:.....  
AGE:.....  
NATIONALITY:.....

\_\_\_\_\_  
PHOTOGRAPH 1¼"

\_\_\_\_\_  
1¼"

DATE.....

.....  
Signature of Licence Holder.

LICENCE NO:.....

APPLICATION NO:.....

NAME OF EMPLOYER:.....

.....

Permission is granted to the holder of this licence to:

- (a) engage in the business of providing —
    - (i) Inquiry Agents;
    - (ii) Security Guards;
    - (iii) Inquiry Agents and Security Guards;
  - (b) Act as a Security Guard;
  - (c) Act as an Inquiry Agent.
- (Delete where not applicable)

DATE ISSUED:.....

.....  
 MINISTER OF HOME AFFAIRS.

DATE OF EXPIRATION:.....

CONDITIONS

The following conditions will be observed by the holder of this licence.

1. He will not use the word “police” in connection with any of the activities of his business or the employees thereof.
2. The dress of his employees shall not resemble that of the Royal Bahamas Police Force either in colour or styling.
3. Security guards employed by him or self-employed shall not wear a uniform other than a uniform which has been approved in writing by the Minister.
4. No inquiry agent or security guard is permitted to carry a firearm or any type of offensive weapon.
5. No person engaged in the business of supplying inquiry agents or security guards is permitted to employ any person as an inquiry agent or a security guard unless such person is the holder of the appropriate licence.
6. The holder of this licence shall not engage in the business of providing inquiry agents or security guards in a name other than that in which he is licensed.

NOTE: This licence shall not be transferable.

OTHER CONDITIONS:

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RENEWAL  
TO DECEMBER 31st 19.....

Office date stamp

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MINISTER OF HOME AFFAIRS.

RENEWAL  
TO DECEMBER 31st 19.....

Office date stamp

.....  
MINISTER OF HOME AFFAIRS.

RENEWAL  
TO DECEMBER 31st 19.....

Office date stamp

.....  
MINISTER OF HOME AFFAIRS.

IF FOUND RETURN TO THE NEAREST POLICE STATION



FORM 4

**INQUIRY AGENTS AND SECURITY GUARDS RECORD**

Employee's Name:..... Employer's Name:.....

Nature of employment, i.e., Inquiry Agent/ Security Guard.	Whether in uniform or plain clothes.	Place of employment or surveillance.	Date and time employment commenced.	Date and time of termination of employment.	Name of Inquiry Agent or Security Guard.	Signature of employee and certification of employer.
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**SECOND SCHEDULE (Regulation 9)****FEEES**

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Licence to provide inquiry agents and/or security guards (per annum) .....	500.00
Temporary Licence to provide inquiry agents and/or security guards .....	125.00
Licence to act as a security guard (per annum or temporary).....	10.00
Licence to act as an inquiry agent (per annum or temporary).....	10.00
Licence to act as an inquiry agent and security guard (per annum or temporary) .....	20.00