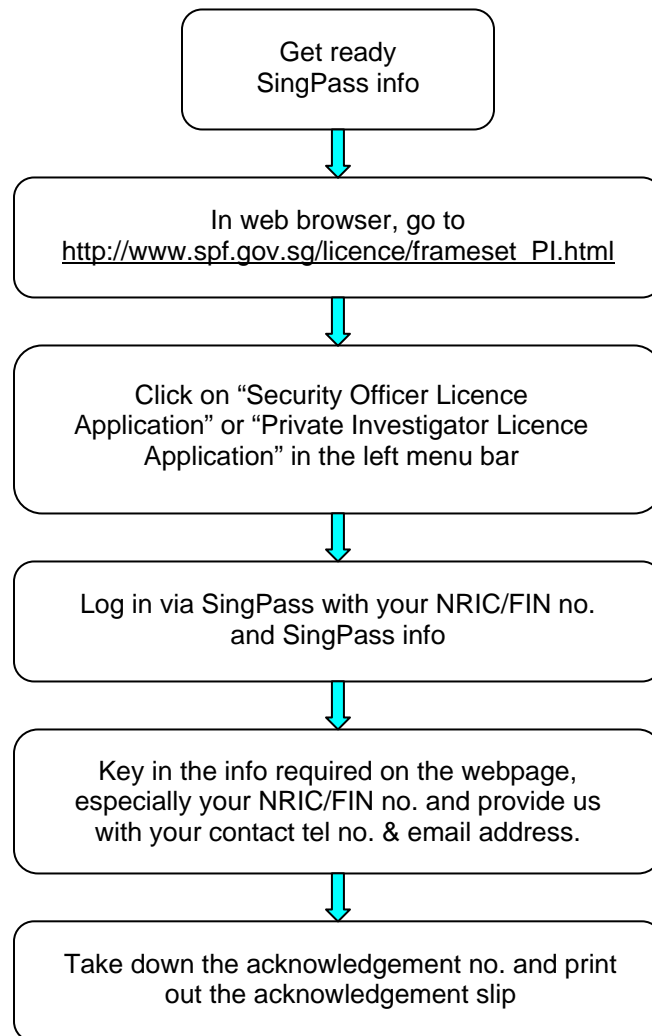


## Application Guide for Security Officer Licence



### Important

- Foreign applicants must obtain MOM work permit first before applying for Singpass

### Payment

- You can make payment using credit card or at the AXS machine with the acknowledgement no. You can seek the help of another party to make payment via their credit card with consent.
- If we do not receive your payment by the 5<sup>th</sup> day from the date of your application, the application will be withdrawn and you will need to re-apply.

### Submission of supporting documents

- If you are seeking training exemption, or need to submit certificate of good conduct, work permit and passport (for Malaysian applicant), please scan the supporting documents and attach the documents when you make your application. You can also fax it to us at 6478 7038 together with the acknowledgment slip generated from the system.
- If you do not submit the supporting documents by the 5<sup>th</sup> working day from the date of your application, the application will be withdrawn and there will be no refund of the paid application fee. You will need to re-apply if you wish to obtain a licence.

### Outcome of application

- Our timeline to process your application:
  - Security Officer – At least 5 working days to process
  - Private Investigator – At least 14 working days to process