

CHAPTER 1. AGENCY AUTHORITY AND OBJECTIVES

390:1-1-2.1. Definitions

In addition to terms defined in 70 O.S., Section 3311 et seq., the following words or terms, when used in this Title, shall have the following meaning unless the context clearly indicates otherwise:

"Acceptable electronic signature technology" means technology that is capable of creating a signature that is unique to the person using it; is capable of verification, is under the sole control of the person using it, and is linked to the data in such a manner that if the data is changed, the electronic signature is invalidated.

"Accreditation" or **"Accredited"** means as it relates to Colleges or Universities accredited through one of the following accrediting entities:

- (A) Council for Higher Education and Accreditation (CHEA);
- (B) Accrediting Commission for Community and Junior Colleges (ACCJC) Western Association of Schools and Colleges;
- (C) Higher Learning Commission (HLC);
- (D) Middle States Commission on Higher Education (MSCHE);
- (E) New England Commission of Higher Education (NECHE);
- (F) Southern Association of Colleges and Schools Commission on Colleges (SACSCOC); and
- (G) WACS Senior College and University Commission (WSCUC).

"Authorized signature" means a manual, electronic or digital identifier uniquely linked to an individual, or if representing an agency, the agency head or person authorized by the head of the agency to sign documents submitted to CLEET.

"CLEET" means the Council on Law Enforcement Education and Training, and its administrative officers and personnel.

"CLEET profile email address" means the latest email address provided by the certificate holder, licensee, or other authorized person to the CLEET online portal.

"Council" means the appointed members of the Council on Law Enforcement Education and Training, as defined in Title 70 O.S., Section 3311.

"Director" means the Director of the Council on Law Enforcement Education and Training, or designated agent.

"Electronic photograph" means a photograph created, generated, sent, communicated, received or stored by electronic means.

"Electronic record" means a record created, generated, sent, communicated, received, or stored by electronic means.

"Electronic signature" means an electronic sound, symbol, or process attached to or logically associated with a record and executed or adopted by a person with the intent to sign the record. Unless otherwise provided by law, an electronic signature may be used to sign a document and shall have the same force and effect as a written signature.

"Nationally recognized credit card" means any instrument or device, whether known as a credit card, credit plate, charge plate, or by any other name, issued with or without fee by the issuer for the use of the cardholder in obtaining goods, services, or anything else of value on credit which is accepted by over one thousand merchants in the state.

"Online portal" means any mechanism designated by CLEET by which business with applicants, licensees, agencies, certificate holders, the public, and/or others may be conducted remotely using the Internet.

390:1-1-4. Objectives of the Council

The objectives of the Council are:

- (1) To raise the level of professional competence and integrity of law enforcement by:
 - (A) Establishing and administering minimum standards for the training and certification of law enforcement officers, to include physical, mental, and moral standards.
 - (B) Establishing and administering minimum curriculum and instructional standards for law enforcement training at a variety of levels.
 - (C) Providing these and other services to law enforcement officers as directed by law.
 - (D) Recommending legislation necessary to upgrade Oklahoma law enforcement to professional status.
 - (E) Appointing a larger Advisory Council.
 - (i) The Advisory Council shall be composed of fifteen (15) members who are certified full-time peace officers employed by a campus, city, county, state or federal law enforcement agency. At least two members shall be from law enforcement agencies in each of the four quadrants of the state (Northwest, Southwest, Northeast, and Southeast) as defined by CLEET. One member shall be the training coordinator or designee for Oklahoma City Police Department, one member shall be the training coordinator or designee for Tulsa Police Department, and one member shall be appointed by the Chief of the Highway Patrol.
 - (ii) Advisory Council members shall serve for a term of three years and may be reappointed for additional terms, unless removed by the Council. A term of service will begin upon a member's official appointment to the Advisory Council.
 - (iii) An Advisory Council member may be removed and that position declared vacant by the Council for any reason.
 - (iv) When a vacancy occurs on the Advisory Council, the Advisory Council shall recommend an individual to the Council for the vacant position.
 - (v) The Advisory Council shall meet as often as is necessary to attend to business but not less than at least one time annually. Any Advisory Council member with more than two (2) absences from either regular or special meetings in a calendar year will be subject to review and possible removal from the Advisory Council by the Council.
 - (vi) The Advisory Council shall elect a Chair and Vice-Chair from among its members during the last regularly scheduled meeting of odd numbered years.
 - (I) The Chair and Vice-Chair shall serve a term of two (2) years, beginning on January 1st of the calendar year immediately following an election.
 - (II) Vacancies in the position of Chair or Vice-Chair shall be filled by election. The elected member shall assume the duties of the vacant position immediately, for the remainder of the unexpired term.

(III) Members may serve two (2) consecutive terms in each office, not including any unexpired terms for which the member was elected.

(F) Appointing a Drug Dog Advisory Council.

(i) The Drug Dog Advisory Council shall be composed of members as provided in 70 O.S. Section 3311(K) (2).

(ii) Drug Dog Advisory Council members shall serve for a term of three years and may be reappointed for additional terms, unless removed by the Council.

(iii) The Drug Dog Advisory Council shall meet as the business of the Drug Dog Advisory Council demands.

(iv) A Drug Dog Advisory Council member may be removed and that position declared vacant by the Council for any reason.

(v) The Drug Dog Advisory Council shall report research, recommendations and other matters related to minimum standards, educational needs, and other matters imperative to the certification of canines and canine teams trained to detect controlled dangerous substances to the Council for action.

(vi) When a vacancy occurs on the Drug Dog Advisory Council, the Drug Dog Advisory Council shall recommend an individual to the Council for the vacant position.

(vii) Any DDAC member with more than two (2) absences from either regular or special meetings in a calendar year will be subject to review and possible removal from the DDAC by the Council.

(viii) The Drug Dog Advisory Council shall elect a Chair and Vice-Chair from among its members during the last regularly scheduled meeting of odd numbered years.

(I) The Chair and Vice-Chair shall serve a term of two (2) years, beginning on January 1st of the calendar year immediately following an election.

(II) Vacancies in the position of Chair or Vice-Chair shall be filled by election. The elected member shall assume the duties of the vacant position immediately, for the remainder of the unexpired term.

(III) Members may serve two (2) consecutive terms in each office, not including any unexpired terms for which the member was elected.

(G) Appointing a Bomb Dog Advisory Council

(i) The Bomb Dog Advisory Council shall be composed of members as provided in 70 O.S. Section 3311(L) (2).

(ii) Bomb Dog Advisory Council members shall serve for a term of three years and may be reappointed for additional terms, unless removed by the Council.

(iii) The Bomb Dog Advisory Council shall meet as the business of the Bomb Dog Advisory Council demands.

(iv) A Bomb Dog Advisory Council member may be removed and that position declared vacant by the Council for any reason.

(v) The Bomb Dog Advisory Council shall report research, recommendations and other matters related to minimum standards, educational needs, and other matters imperative to the certification of canines and canine teams trained to detect explosives, explosive materials, explosive devices, and materials which could be used to construct an explosive device to the Council for action.

(vi) When a vacancy occurs on the Bomb Dog Advisory Council, the Bomb Dog Advisory Council shall recommend an individual to the Council for the vacant position.

(vii) Any BDAC member with more than two (2) absences from either regular or special meetings in a calendar year will be subject to review and possible removal from the BDAC by the Council.

(viii) The Bomb Dog Advisory Council shall elect a Chair and Vice-Chair from among its members during the last regularly scheduled meeting of odd numbered years.

(I) The Chair and Vice-Chair shall serve a term of two (2) years, beginning on January 1st of the calendar year immediately following an election.

(II) Vacancies in the position of Chair or Vice-Chair shall be filled by election. The elected member shall assume the duties of the vacant position immediately, for the remainder of the unexpired term.

(III) Members may serve two (2) consecutive terms in each office, not including any unexpired terms for which the member was elected.

(H) Appointing a Curriculum Review Board as provided in 70 O.S., Section 3311(B)(16). The CRB shall meet as often as is expedient to accomplish its obligations but not less than at least one time annually. Any CRB member with more than ~~three (3)~~ two (2) absences from either regular or special meetings in a calendar year will be subject to review and possible removal from the CRB by the Council.

(i) The Curriculum Review Board shall elect a Chair and Vice-Chair from among its members during the last regularly scheduled meeting of odd numbered years.

(I) The Chair and Vice-Chair shall serve a term of two (2) years, beginning on January 1st of the calendar year immediately following an election.

(II) Vacancies in the position of Chair or Vice-Chair shall be filled by election. The elected member shall assume the duties of the vacant position immediately, for the remainder of the unexpired term.

(III) Members may serve two (2) consecutive terms in each office, not including any unexpired terms for which the member was elected.

(I) Approve New and Reactivated Law Enforcement Agencies and Police Departments as provided in 70 O.S., Section 3311.

(2) To raise the level of professional competence and integrity of the private security industry by:

(A) Establishing and administering minimum standards for the employment of security guards and private investigators, and the establishment of private security and investigative agencies, through a licensing program based on physical, mental, and moral standards.

(B) Establishing and supervising a validated training program for security guards and private investigators.

(C) Enforcing the provisions for the Oklahoma Security Guard and Private Investigator Act (Title 59, Sections 1750.1 *et seq*).

(D) Appointing an Advisory Committee comprised of representatives from security guard and investigative agencies.

(i) The Committee shall be comprised of seven (7) representatives from licensed security guard and private investigative agencies as follows: One (1) from each quadrant of the state, one (1) at large, one (1) selected by the American Society for Industrial Security (ASIS) and one (1) selected by the Oklahoma Private Investigators Association (OPIA).

(ii) Committee representatives shall serve for a term of three years and may be reappointed for one additional term unless removed by the Council.

(iii) A Committee representative may be removed and that position declared vacant by the Council for any reason including but not limited to the following:

(I) Failure to be in good standing with their license;

(II) Use of their appointment on the Committee for threats or perceived personal gain; or

(III) Any PSAC member with more than two (2) absences from either regular or special meetings in a calendar year will be subject to review and possible removal from the PSAC by the Council.

(iv) When a vacancy occurs on the Advisory Committee, the Advisory Committee shall recommend an individual to the Council for the vacant position.

(v) Committee representatives shall meet as often as the business of the Committee demands but not less than at least one time annually.

(vi) The Committee shall report research, recommendations and other matters related to licensure of security guards, security agencies, private investigators and private investigative agencies to the Council for final action.

(vii) The Private Security Advisory Committee shall elect a Chair and Vice-Chair from among its members during the last regularly scheduled meeting of odd numbered years.

(I) The Chair and Vice-Chair shall serve a term of two (2) years, beginning on January 1st of the calendar year immediately following an election.

(II) Vacancies in the position of Chair or Vice-Chair shall be filled by election. The elected member shall assume the duties of the vacant position immediately, for the remainder of the unexpired term.

(III) Members may serve two (2) consecutive terms in each office, not including any unexpired terms for which the member was elected.

390:1-1-6. Public records

(a) Except as specifically exempted as a confidential record, official records of the Council on Law Enforcement Education and Training are subject to the Oklahoma Open Records Act, Title 51, Section 24A1 *et seq.*

(b) Copies of public information may be obtained from the Council office during regular business hours upon receipt of a written request by submitting a request through CLEET's online portal and tendering and payment of a fee (if required) to cover the cost of providing copies of the requested.

(c) There may be a charge of Twenty-Five Cents (\$.25) per page for copies of records of the Council.

(d) In the event a request for copies is for a commercial purpose or would cause disruption of the performance of the regular duties of the Council or Council staff, there may be an additional charge computed and assessed for locating and copying the requested materials based upon the cost of the lowest paid employee necessary to accomplish the copying request.

(e) Responses to information requests will be governed by Pursuant to 51 O.S., Section 24A.8.

(f) Request for information must be submitted as follows:

(1) Individual requests for records will only be accepted if received by U.S. Mail or through CLEET's online portal or as otherwise directed by CLEET a designated email address, if any.

(2) Agency requests for records will only be accepted if receiving through CLEET's online portal or as otherwise directed by CLEET. agency letterhead and received by U.S. Mail with original signature. If the Agency requesting the records has an email address ending in .org, .gov, state, or .us then an email request is sufficient.

(3) Other information requests shall be submitted in writing. Requesters may be required to provide adequate Protective Orders for Materials Produced by CLEET or other documentation before materials may be produced. If documents requested are not submitted by the individual or a law enforcement agency for investigative purposes, an Order to Compel and Protective Order for Materials Produced by CLEET must be received. This Order must be certified by the issuing Court.

(4) A subpoena without a an Order to Compel and Protective Order for Materials Produced by CLEET is not sufficient.

(g) (1) All social security numbers except for the last four digits will be redacted from any documents supplied by CLEET.

(h) (g) All residential addresses will be redacted from any documents supplied by CLEET.

390:1-1-12. Professional services, event Events and course fees

(a) Professional services, events, Events and courses identified by the Director, or the director's designee, shall be subject to fees authorized in 70 O.S. 3311(B)(13). Costs will be advertised at the time the event or course is announced.

(b) Professional services, event, fees include the following:

(1) Document requests (duplicate certification or license cards, copies of individual training records, and other specialized document requests) will be charged \$10.00 unless another statutory fee applies.

(c) Costs for events and courses will be advertised at the time the event or course is announced.

(1) Courses may be offered at a per student rate. CLEET shall establish this rate based on the anticipated course costs. These costs may include items such as instructor fees (if any), training materials, travel costs (motel, per diem and transportation), facility rental (if any) and any other incidental costs incurred.

(2) Courses may be offered at an agency rate. CLEET shall establish this rate based on the anticipated course costs associated with CLEET providing an instructor or instructors for a course hosted by an agency. These costs may include items such as training materials, travel costs (motel, per diem and transportation), facility rental fees (if any) and any other incidental costs incurred.

(d) (b) Payment of fees shall be submitted with an application form at least five working days prior to the event.

(e) (c) Forms of payment accepted by CLEET are found in Rule 390:1-1-13.

(f) (d) Cancellations for an event or course must be made two working days in advance of the scheduled training date. Applications not cancelled shall be charged the full fee amount.

(g) (e) The full fee amount for an event or course will be refunded in the event of a cancellation by CLEET due to unforeseen circumstances or at the request of the Director or the director's designee.

(h) (f) Failure to pay any assessed fee shall result in an action against a certification or license pursuant to OAR Chapter 2. Administrative Procedures.

CHAPTER 2. ADMINISTRATIVE PROCEDURES

390:2-1-2. Denials, reprimands, suspensions, revocations, disciplinary penalties, fines

(a) **Persons affected by individual actions.** Under the authority of 70 O.S., Section 3311 et seq.; 59 O.S., Section 1750.1 et seq.; 59 O.S., Sections 1451-1476; 20 O.S., Section 1313.2, 21 O.S., Section and 21 O.S. Section 1290.1 et seq., and 59 O.S. 1350.1 et seq., CLEET may take Administrative Actions against the following parties for violations of said statutes and the Rules and Regulations of CLEET:

- (1) Certified peace officers and applicants;
- (2) Basic Peace Officer Academy students and applicants;
- (3) Private security training schools and applicants;
- (4) Armed and unarmed security guards, private investigators, security agencies, investigative agencies and applicants;
- (5) Certified drug detector dogs, handlers and applicants;
- (6) Certified bomb dogs, handlers and applicants;
- (7) CLEET certified instructors for Law Enforcement;
- (8) Counties, cities and towns involved in the penalty assessment program;
- (9) Private security training instructors and applicants;
- (10) Approved SDA Firearms Instructors;
- (11) Retired municipal, county, state and federal peace officers;
- (12) Certified Reserve Peace Officers and applicants;
- (13) Bail Enforcement training schools and applicants;
- (14) Bail Enforcement training instructors and applicants;
- (15) Bail Enforcement persons and applicants; and
- (16) Any other parties for which CLEET has statutory authority.

(b) **Type of sanctions.** CLEET may take the following actions against the parties mentioned in (a) of this section:

- (1) Oral Reprimand
- (2) Written Reprimand
- (3) Denial
- (4) Suspensions
- (5) Revocation and/or
- (6) Disciplinary penalty or fine.

(c) **Disciplinary procedures.** In the event CLEET, or its designated agent, has determined that an action will be taken, the following procedures shall apply in accordance with the Administrative Procedures Act, Section 250, et. seq. Title 75 of the Oklahoma Statutes.

- (1) The issuance or denial of a new license or new certification is not an individual proceeding, and is not subject to review by the administrative hearing process set forth below.
- (2) CLEET or its designated agent shall serve by certified mail, return receipt requested, or by personal delivery by an individual authorized by CLEET, a "Notice of Council Action" containing information required by 75 O.S. Section 309 et. seq., to the party at his last known residential address as reflected by the records of CLEET or current employing department or agency address if the personal address is unknown. If said letter is returned and notation of U.S. Postal Service indicates "unclaimed," "moved," "refused" or any non-delivery markings and the Council's records indicate no change of address as required by rule 390:35-5-13, and 70 O.S., §3311 the notice and any subsequent order shall be deemed served. Any order issued shall be deemed valid as if said individual or agency had been served.
- (3) The notice shall provide that CLEET action shall commence and become effective fifteen (15) days after receipt of said notice by the party, unless the party timely files a written request for a hearing with CLEET except as follows:

- (A) When CLEET determines that an allegation warrants immediate action, the commencement and effective date of fifteen (15) days will be waived and the action will be effective upon receipt of said notice.
- (B) A request for hearing will be timely filed if said request is in writing and received by CLEET, its Director, or designated agent within ten (10) days of the date the party received notice.
- (C) If a timely written request for a hearing is not received by CLEET, the allegations shall be deemed confessed by the party and the action will become final.
- (D) If the written request for hearings is timely received by CLEET, such hearings shall be scheduled and notice provided in accordance with the Administrative Procedures Act.
- (4) The timely filing of a written request for a hearing will stay CLEET's action pending disposition of the hearing, unless the notice and allegations fall within (3)(A) of this subsection.
- (5) The hearings will be held at a location designated by the Council.
- (6) The hearing officer will be designated by CLEET or the Director thereof, and each party shall be afforded an opportunity to be heard and present evidence.
- (7) The hearing will be electronically recorded and the recording of said hearing will be preserved until all avenues of appeal have expired or been exhausted. If a party desires a court reporter, or certified stenographer, it shall be the party's burden to provide and bear the cost of said services and subsequent transcription.
- (8) If a party fails to appear at the scheduled hearings without prior notification or good cause, the hearing officer shall default the party, and enter an order sustaining the allegations set forth in the notice and recommending to the Director or designee that imposing the sanctions set forth therein should be imposed; or if the State sustains its burden, the hearing examiner shall rule submit to the Director or designee findings of fact and conclusions of law and a dispositional recommendation accordingly.
- (9) If the complaining party fails to show or the state otherwise fails to prove the allegations by clear and convincing evidence, the action against the party shall be dismissed without sanctions.
- (10) The designated hearing officer shall render written findings of fact and conclusions of law and a dispositional recommendation to the Director or designee a decision based upon the law and the evidence presented at the hearing.
- (11) The Director or designee shall make the final agency order in each case, whether a hearing was held or not. Each party shall be notified of the final agency order in the case which shall be, in written order form, of and shall include the findings of fact and conclusions of law relating to the action and the final disposition of the case.
- (12) A party may appeal the final agency order hearing officer's decision as set forth in 75 O.S. Section 250 et. seq. of the Administrative Procedures Act.

CHAPTER 10. PEACE OFFICER CERTIFICATION

390:10-1-4. Peace officer employment standards

- (a) A person shall comply with the requirements of 70 O.S. Section 3311(E)(F)(G) in order to be employed as a peace officer.
- (b) Nothing herein shall preclude any law enforcement agency from establishing and implementing minimum employment standards in addition to those set forth by law and the rules of this chapter.
- (c) All peace officers, reserve officers and tribal officers are required to maintain with CLEET, their current mailing address. Notice of change of address or telephone number must be made within ten (10) days of the effective change through CLEET's online portal or as otherwise directed by CLEET or in writing, with an original signature.
- (d) All peace officers, reserve officers, and tribal officers shall notify CLEET of any change of name through CLEET's online portal. Notification of change of name shall include certified copies of any marriage license or court document which reflects the change of name.

390:10-1-6. Certification by reciprocity

Any officer seeking Oklahoma Peace Officer certification, who has been certified by a state peace officer standards and training agency as a peace officer in another state, or any officer who has been certified as a federal peace officer by a Council recognized federal law enforcement agency, or any military police officer who has comparable training to an Oklahoma peace officer as determined by CLEET, may obtain certification by reciprocity, under the following conditions:

- (1) The officer must meet the minimum peace officer employment standards set forth by law., - military service is generally not recognized as federal law enforcement employment.
- (2) The officer must have been employed as a full-time peace officer for at least three (3) consecutive months within the five (5), two (2) year period immediately preceding the request for Oklahoma certification.
- (3) The officer must attend and successfully complete approved reciprocity training within six months of their hire date in Oklahoma.
- (4) The officer must successfully pass a certification examination
- (5) Officers may have one retest for the certification examination. Any retest would follow the guidelines listed in OAC 390:15-1-13.
- (6) The director or the director's designee may, in the exercise of discretion, award a certificate to any person who has been duly certified under the laws of another state if, in the opinion of the director, the education, training and experience of that officer equal or exceed the qualifications required to complete satisfactorily the basic course of instruction required for Oklahoma certification. Any person who is awarded reciprocity under this subsection shall attend and successfully complete approved reciprocity training within six months of their hire date in Oklahoma. In his or her discretion, the director or the director's designee may require a person who has been duly certified under the laws of another state to attend and successfully complete a bridge academy in this state within six months of their hire date in Oklahoma in order to receive reciprocity certification.

CHAPTER 15. BASIC PEACE OFFICER CERTIFICATION TRAINING

SUBCHAPTER 4. BASIC PEACE OFFICER CERTIFICATION ACADEMY PROGRAM

390:15-4-10. Student responsibilities

- (a) All students admitted to a BPOC must meet the admission requirements of the Council approved state-supported technology center school or higher education institution entities.
- (1) BPOC applicants who are employed and/or commissioned as a peace officer by a law enforcement agency must submit a an **fulltime basic academy** initial BPOC application to CLEET for approval to attend a BPOC entity's academy. An application fee may be charged at a rate set by CLEET. Such applicants may also be required by the BPOC entity to submit an application to the entity.
 - (2) BPOC applicants who are not employed or commissioned as a peace officer by a law enforcement agency must submit an application to the approved BPOC entity for approval to attend a BPOC entity's academy. An application fee may be charged at a rate set by the BPOC entity.
- (b) BPOC students, when commissioned, must meet any statutory employment standards.
- (c) BPOC student class absences shall be recorded in accordance with individual training entity's policies.
- (d) BPOC tract students shall be accountable for 100 percent participation in skills level courses.
- (e) Prior to enrolling in a BPOC course, students shall request a current local records check from their county of residence and the Oklahoma State Bureau of Investigation, and shall submit the returns to the BPOC school Director prior to the first day of training. Additionally, prior to any firearms training all BPOC students must undergo a psychological evaluation.
- (f) BPOC students must present a picture identification when taking the qualification examination.
- (g) BPOC students must successfully complete all BPOC course work and successfully pass the certification or qualification examination at a standard established by CLEET to be eligible for peace officer certification.
- (h) Upon employment and commissioning as a peace officer by a recognized law enforcement agency in the State of Oklahoma, a BPOC student who was not a commissioned officer during BPOC training shall submit an application on forms acceptable to CLEET for certification as a peace officer. CLEET may charge an application fee at a rate established and published by CLEET.
- (i) BPOC students who do not complete the BPOC curriculum have one year to complete the training from the date the student began the BPOC training. If the student fails to complete the training within one year, the student shall be required to retake the training, paying again for the training.

CHAPTER 20. RESERVE OFFICER CERTIFICATION AND TRAINING

390:20-1-3. Reserve peace officer certification training

- (a) The Council shall formulate a program of instruction for reserve peace officer certification, which shall be based on the Basic Peace Officer Academy, and which shall be known herein as the Reserve Academy.
- (b) The lesson plans of each Reserve Academy shall be based upon the functional areas of the CLEET Reserve Academy curriculum. The total number of hours for all functional areas combined shall meet or exceed the number of hours required by 70 O.S., Section 3311 (E)(2) for Reserve certification.
- (c) Trainee attendance is critical. One-hundred percent (100%) attendance is required in all blocks of instruction.
- (d) Remedial training may be accomplished under the following conditions:
- (1) The training is conducted in an academy setting and monitored by the academy coordinator as approved by CLEET.
 - (2) Trainees failing to successfully complete remedial training in the original academy shall be required to successfully complete remedial training within one (1) year from the date of hire.
- (e) Trainees must successfully complete required classroom and/or skills proficiency testing prior to being administered the required progress or certification examinations.
- (f) Trainees who fail to successfully complete any skills proficiency portion(s) of the academy will not be allowed to take the certification exam. Certification will be withheld until all requirements have been fulfilled.
- (g) Any officer seeking Oklahoma Reserve Peace Officer Certification, who has been certified by a state peace officer standards and training agency as a full-time peace officer in another state, or any officer who has been certified as a federal peace officer by a Council recognized federal law enforcement agency, or any military police officer who has comparable training to an Oklahoma peace officer as determined by CLEET, may obtain reserve certification by reciprocity, under the following conditions:
- (1) The officer must meet the minimum peace officer employment standards set forth by law , military service is generally not recognized as federal law enforcement employment.
 - (2) The officer must have been employed as a full time peace officer for at least three (3) months within the five (5) two (2) year period immediately preceding the request for Oklahoma Reserve Peace Officer Certification.
 - (3) The officer must attend the First Progress block of instruction and successfully pass all Progress and Certification examinations at a standard prescribed by the Council. Skills training functional areas shall not be tested. Officers may have one retest for each functional examination which they fail.
 - (4) If an officer fails both a test and a retest for any given functional area, then that officer must successfully complete the corresponding functional area in a CLEET Basic Reserve Academy, to include successfully passing the functional area examination(s).
 - (5) The director or the director's designee, may, in the exercise of discretion, award a certificate to any person who has been duly certified under the laws of another state, if in the opinion of the director, or the director's designee, the education, training and experience of that officer equal or exceed the qualifications required to complete satisfactorily, the basic reserve officer academy for reserve certification.

390:20-1-10. CLEET monitoring of Reserve Academies

In order to enhance the relationships between CLEET and the Reserve Academies throughout the state, a CLEET staff member may attend, participate in, and/or monitor each Reserve Academy as follows: Authorized Reserve Academies are subject to CLEET review and monitoring at any time, with or without prior notice. CLEET representatives are authorized to review any paperwork associated with a Reserve Academy and to observe all classroom and skills instruction and training. CLEET representatives will oversee the administration of all Reserve Academy progress and certification examinations.

- (1) Attend opening night of the school;
- (2) Monitor classroom session(s);
- (3) Monitor firearms qualifications;
- (4) Administer the Reserve Officer progress and certification examinations; and
- (5) Attend graduation ceremony, upon invitation.

390:20-1-11. Notice of compliance with employment standards

(a) A properly completed CLEET Initial Reserve Academy Application Student Enrollment Packet must be submitted through CLEET's online portal at least ten (10) business days prior to the applicable Reserve Pre-Academy review. prior to admission to an Academy.

(b) Credit for CLEET Reserve Academy Training shall be given only to bonafide properly appointed, properly enrolled reserve peace officers.

CHAPTER 25. CONTINUING LAW ENFORCEMENT EDUCATION

390:25-1-8. Outside law enforcement schools and seminars

(a) Centralized peace officer training records.

- (1) CLEET shall maintain a centralized depository of training records for every peace officer, reserve and fulltime, which has been certified by the State of Oklahoma as either a reserve or fulltime peace officer in accordance with applicable Oklahoma statute. Schools and Seminars attended by such officers may be entered into their individual training files upon request.
- (2) Local "in-service" training or informational sessions of less than one (1) hour shall not be entered.
- (3) Requests for individual training record entries shall be in format approved by CLEET.
- (4) Requests for training entries shall minimally contain the following documentation:
 - (A) The date(s), location and title of the school or seminar; and
 - (B) An official school Attendance Roster or electronic roster, showing the name, CLEET number, and employing agency of each full-time, certified officer in attendance; and
 - (C) One of the following:
 - (i) The name of the instructor(s); or
 - (ii) A copy of the completion or attendance certificate issued by the school, and the requesting officer's name, CLEET number, and employing agency and the authorized signature of the agency head or designee certifying attendance.
 - (D) Training may not be recorded when names provided on the roster or electronic record cannot be matched to CLEET records by the CLEET number or name until additional identifying information is provided.
 - (E) Agencies or individuals submitting rosters or electronic records shall maintain a file copy, subject to inspection, for a period of three years.

(b) Local training incentive cataloging.

- (1) For the purposes of this section, "CATALOGING" means that CLEET will assign a course catalog number and send a confirmation letter to the agency requesting such cataloging for a lesson plan submitted by that agency. It will be the responsibility of the agency requesting cataloging to retain the lesson plan and all supporting material. All lesson plans and supporting materials on file with the agency requesting a catalog number will be considered by CLEET to be copyrighted. Regarding any law enforcement concepts, practices, methods, techniques, products, or devices as might be taught, promoted, or otherwise espoused in outside schools or seminars, there is no intent, expressed or implied, that "cataloging" indicates or in a way conveys "CLEET approval" of such concepts, practices, methods, techniques, products, or devices, unless such approval is explicitly stated by CLEET.
- (2) For the purpose of qualifying for training or educational pay increases, or for other training incentives which might be initiated by law enforcement agencies, and for which CLEET cataloging is a requisite, the rules and procedures set forth in this subsection shall apply.
- (3) Requests for local training incentive cataloging for any outside school or seminar, shall be submitted via CLEET's online portal made in writing in a format approved by CLEET and shall minimally contain the following information:
 - (A) A description of the subject of the school or seminar;
 - (B) A resume' or summary of each known instructor's qualifications, describing his or her training and experience in the particular subject.

390:25-1-9. Law enforcement Instructor Certification Program

(a) **Purpose and intent.** The purpose of CLEET's Instructor Certification Program is to ensure that law enforcement training in Oklahoma remains consistent with minimum professional standards, and to enable CLEET to attest, to any interested party, that instructors so certified have successfully completed a course or courses of education or training that qualifies them to develop and teach law enforcement training courses in a responsible and professional manner. There is no intent, expressed or implied, to discourage or render invalid any training conducted by any law enforcement agency in this state, by mere reason of failure to obtain CLEET instructor certification. Military training is generally not accepted as peace officer training.

(b) **Instructor Development.** To support and encourage professional law enforcement training in Oklahoma, instructor certification shall be offered in two (2) categories, "basic" and "specialized".

- (1) Basic Instructor Development shall involve training in the skills necessary to
 - (A) research particular subject areas;
 - (B) develop instructional and/or performance objectives, lesson plans, and valid testing methods; and
 - (C) develop instructional techniques and classroom presentation skills, for the teaching of subjects that primarily require only cognitive knowledge.
- (2) Specialized Instructor Development shall involve training in the skills necessary to successfully train others in physical or highly technical skills, through coaching and repetition. Specialized instructor development certification shall include subject areas such as:
 - (A) Firearms Instructor
 - (B) Defensive-Tactics Instructor
 - (C) Standardized Field Sobriety
 - (D) Law Enforcement Driver Training
 - (E) Drug Recognition

(c) Request to host school. To host an Instructor School for CLEET certification in either Basic Instructor Development or Specialized Instructor Development, the requesting agency shall complete an Off-site Instructor School application and submit it through the assigned field representative. To be eligible to host an instructor school, the applying entity must have an instructor assigned to the school who has attended and successfully completed the same requirements as a basic academy skills instructor as found in 390:15-1-9 or as a basic instructor as found in 390:25-1-10, whichever is applicable.

CHAPTER 35. REGULATION OF PRIVATE SECURITY INDUSTRY

SUBCHAPTER 1. GENERAL PROVISIONS

390:35-1-3. Definitions

The following words or terms, when used in this Chapter, shall have the following meaning, unless the context clearly indicates otherwise:

"Act" means the Oklahoma Security Guard and Private Investigator Act, Title 59, O.S., Section 1750.1, et seq.

"Agency" means a private security agency or private investigative agency, as defined in this Act.

"Applicant" means a person, or as it relates to an agency license, any of its owners, partners, directors, or in the case of a corporation, each officer and registered agent (branch manager), applying for a license under the provisions of the Act.

"Approved school" means an organization or institution authorized by CLEET to conduct private security training pursuant to the Act.

"Armored car" means any vehicle operated, in the normal course of business, by an armored car company, while such vehicle is engaged in the transportation and protection of cash, securities, negotiables and/or other items of unusual value.

"Armored car company" means a company that knowingly and willingly transports and protects cash, securities, negotiables and/or other items of unusual value for a fee or other remuneration.

"Armored car employee" means an individual who provides protection for cash, securities, negotiables and/or other items of unusual value transported by an armored car company.

"Armed private investigator" means an informal term, referring to a licensed private investigator who is also a licensed armed security guard, and who is authorized to carry a firearm.

"Armed security guard" means a security guard who is licensed to carry a firearm.

"CLEET" means the Council on Law Enforcement Education and Training, and its administrative officers and personnel.

"CLEET profile email address" means the latest email address provided by the licensee to the CLEET online portal.

"Client" means a real person or legal entity having a contract which authorizes services to be provided in return for financial or other considerations.

"Conditional license" means a temporary license issued, pending completion of a satisfactory background investigation and completion of required training.

"Conflict of interest" means a conflict or the appearance thereof between the private interests and public obligations of an individual, organization, or other legal entity authorized to conduct business pursuant to the Act.

"Contract" means, for the purposes of these rules, a contract is an agreement between a person or agency licensed under this Act and a client, to provide security or investigative services, including guards and/or investigators to the client, for a contract labor fee; and where the wages of the guards or investigators are paid by the contractor. Such contracts may be oral or written, or in any combination thereof.

"Contractor" means, for the purposes of these rules, a contractor is a person or business entity not employed in a direct employer-employee relationship, but instead contracts

with a client to provide his services as a security guard or to provide security guards and their services to that client, for a contract labor fee. The term "contractor" shall include "sub-contractor".

"Conviction" means any final adjudication of guilt, whether pursuant to a plea of guilty or nolo contendere, or an "Alford" plea, or otherwise resulting in a suspended sentence or judgment. Conviction does not include any court action in which the court has deferred imposition of judgement and sentence.

"Council" means the appointed members of the Council on Law Enforcement Education and Training, as defined in Title 70 O.S., Section 3311.

"Curriculum" means the collective, written documentation of the material content of a training course, or any particular phase of training prescribed by the Act, minimally consisting of course objectives, student objectives, lesson plans, training aids, and examinations.

"Director" means the Director of the Council on Law Enforcement Education and Training, or designated agent.

"Expungement" means a court order expunging any final adjudication of guilt, whether pursuant to a plea of guilty or nolo contendere, or an "Alford" plea, or any plea other than "not guilty, " or otherwise. For purposes of these rules, expungement does not include a court order expunging a criminal record because no charges were filed or expunging a criminal record because the accused was acquitted at trial, or because the charges were dismissed on motion of the State prior to entry of any pleas other than "not guilty."

"Full-time employment" means any security guard, armed or unarmed, or private investigator, who is employed and paid for working twenty-five (25) hours or more per week on a regular basis.

"Instructor" means a person who directly facilitates learning through means of lecture, group participation, practical exercise, or other means, where there is a direct student-teacher relationship.

"License" means written authorization in the form of a certificate or identification card, issued by CLEET, under the provisions of the Act, permitting the holder to conduct business as a security guard, armed security guard, private investigator, security agency, or investigative agency.

"Licensee" means a person or as it relates to an agency license, any of its owners, partners, directors, or in the case of a corporation, each officer and registered agent (branch manager), authorized by CLEET under the provisions of this Act, to lawfully conduct business as a security guard, armed security guard, private investigator, security agency, or investigative agency.

"Online portal" means any mechanism designated by CLEET by which business with applicants, licensees, agencies, certificate holders, the public, and/or others may be conducted remotely using the Internet.

"Over-payment" means monies in excess of the amount due for a license, permit or fine that is returned to the individual or agency.

"Person" means any corporation, company, association, operation, firm, partnership, institution, trust, or other form of business association, as well as a natural person.

"Private security" refers collectively to the fields of occupations described in the Act.

"Publish" means to make publicly or generally known.

"Reciprocity" means the mutual recognition of standards and practices of another state, as related to qualifications, background investigation, training, and assessment, for the purposes of professional licensure granted pursuant to the Act.

"School coordinator" means a person certified by CLEET to coordinate and conduct private security training at an approved school, and arrange or administer psychological examinations to firearms training students.

"Security guard services" means the providing or coordinating of services of the type described in the definition of security guard in the Act to include but not be limited to prevention of trespass, theft, misappropriation, wrongful concealment of merchandise, goods, money or other tangible items, or providing bodyguard or private watchman services to protect persons or property and shall include those types of services even if provided in part or in whole by active peace officers while working in a private capacity.

"Special event status" means term denoting that an event has been approved as a special event pursuant to the Act.

"Training course" means a complete, multi-phase course of instruction required to qualify for a license under the provisions of the Act.

"Training phase" means a block of training units that comprises a distinct phase in the private security training course.

"Training unit" means a unit of instruction within a training phase.

SUBCHAPTER 5. LICENSE REQUIREMENTS

390:35-5-2.1. Renewals and continuing education

(a) Continuing education training is required for renewal of an individual license.

(1) Private Investigators must complete a minimum of sixteen (16) hours of continuing education training from an approved source, during the licensing period to maintain their license, pursuant to Title 59, O.S., § 1750.3.

(2) Security Guards must complete a minimum of eight (8) hours of continuing education training from an approved source, during the licensing period to maintain their pursuant to Title 59 O.S., § 1750.3.

(3) A person holding both a security guard license and private investigator license or a combination license must complete a total of sixteen (16) hours of continuing education training during the licensing period to maintain their license, pursuant to Title 59, O.S., § 1750.3.

(4) Any expenses incurred for continuing education courses by any licensee shall be the responsibility of the licensee.

(5) Firearms requalification courses will not count towards mandate training. Approved sources for mandated training are:

(A) College credit hours. Fifteen hours of mandate training will be granted for each successfully completed college hour. Proof of attendance needed is a certified copy of the grade report. Requests for credit must be submitted within one (1) calendar year from the date the college credit is obtained;

(B) Established Entities (Recognized county, state, and federal associations, professional associations, vocational-technical schools). One hour of training will be granted for each hour attended in a topic which directly relates to the performance of duties under the respective license. Proof of attendance needed is a copy of a certificate, sign-in roster, electronic notification or other proof from the sponsor accepted by CLEET; or

(C) CLEET approved or cataloged Schools, Seminars, and Conferences. One hour of mandate training credit will be granted for each hour of instruction. For approval to conduct mandate training, sponsors must:

- (i) Submit a written request for program cataloging to CLEET;
- (ii) Provide course information, including course objectives;
- (iii) Provide resume for instructors; and
- (iv) After training, submit a roster of attendees completing the training to CLEET.

(6) Continuing education training may be reported to CLEET as it is completed or at the time of license renewal. Verification of the minimum hours of continuing education training will be made by CLEET when the licensee requests renewal. A licensee will not be eligible for renewal if continuing education hours are not completed.

(b) Renewal applications **are submitted through CLEET's online portal and** will be accepted up to thirty (30) days after the date of expiration of the applicant's license. If the renewal application is received more than thirty (30) days after the expiration date of the applicant's license, a letter will be **mailed emailed** to the **applicants applicant's CLEET profile email address** with instructions to submit a completed new application and complete licensing fee. Continuing education will still be required even if the applicant has to submit a new application. Renewal applications will be accepted no more than sixty (60) days before the date of expiration of the applicant's license. If the renewal application is received more than sixty (60) days before the expiration date of the applicant's license, the payment received and a letter will be **mailed emailed** to the **applicants applicant's CLEET profile email address** with instructions of when to submit a completed renewal application and licensing fee.

(c) A renewal license will be issued only after CLEET receives a completed renewal application, including any requested supporting documentation and is determined to be eligible for renewal.

(d) A licensee who has timely submitted a request for renewal with payment and has failed to meet the minimum training requirements will be **mailed emailed** a letter **to the applicant's CLEET profile email address** along with a penalty citation as listed in Appendix C requiring proof of continuing education and disposition of the fine within fifteen (15) days. No license will be issued without verification of the minimum hours of continuing education and disposition of the above mentioned citation.

(e) A licensee who has failed to meet the minimum training requirements and continues to work after his/her license expiration date, will be subject to disciplinary action under Chapter 2 of this Title.

(f) If the renewal applicant is the defendant in a disqualifying charge that is pending in any court in this state, another state, tribal court, or pursuant to the United States Code, no license will be issued.

(g) If the renewal applicant is the subject of an order deferring imposition of judgment and sentence or deferred prosecution in this state or another state or pursuant to federal authority for the commission of a disqualifying offense, no license will be issued. The preclusive period shall be for five (5) years and shall begin upon final determination of the matter.

(h) Any person seeking an Oklahoma Security Guard or Private Investigators license, who has been licensed by a state whose training and standards have been deemed comparable to and approved by the Oklahoma Council on Law Enforcement Education and Training may obtain a license by reciprocity, under the following conditions:

- (1) The applicant must meet the minimum license requirement standards set forth by Oklahoma Law including fingerprint requirements. Such fingerprints requirement may be waived by CLEET where a verified records check has been made within a

reasonable period of time in the context of existing law requiring fingerprint checks. The individual must also complete the "Legal Block" of Phase IV Firearms Training.

(2) The applicant must have an active license in the original licensing state, and not be subject to any administrative action regarding the active status in the licensing state. A letter of good standing must be received from the original licensing state.

(3) The applicant receiving a license by reciprocity in Oklahoma shall at all times while working as a security guard or private investigator in Oklahoma be subject to all laws regarding security guards and private investigators including all applicable fees for such license.

(4) Reciprocity may be granted only from the state in which the applicant was originally licensed and not from any intervening state by reciprocity to the original licensing state.

(5) The applicant must sign a statement of irrevocable consent that service of process, in any complaint or disciplinary action filed against the applicant, arising out of the applicant's private investigative activities in the reciprocating state, may be made by the delivery of such process on the administrator of the private investigation regulatory agency in his/her/its state of residence.

(6) An armored car employee who is primarily employed by an armored car company in another state, and is properly licensed by that state to carry a weapon while acting in the services of that company in the home state, and meets the minimum home state requirements, would be exempt from other requirements of 59 O. S. Section 1750.1 et seq. during such time as the armored vehicle from that state is actively engaged in interstate commerce within Oklahoma pursuant to 15 U.S.C. Section 5901, the "Armored Car Industry Reciprocity Act of 1993."

390:35-5-3. Conditional licenses

(a) Conditional licenses may be issued only to employees of security or investigative agencies and will only be issued for unarmed security guard applicants or unarmed private investigator applicants. Conditional licenses will NOT be issued for armed security guard applicants or armed private investigator applicants.

(b) Conditional licenses may be issued to such employees when the following requirements have been met:

(1) Receipt of an applicant's completed license application form.

(2) Receipt of correct license fees;

(3) Receipt of a fingerprint return completed OSBI records name check.

(c) Conditional licenses may be issued to an applicant one time per new application every five (5) years. This does not include renewal applications.

(d) If after a conditional license has been issued, disqualifiers are discovered or the applicant fails to respond to requests for additional information within thirty (30) days of request, the conditional license will become null and void. The applicant and employer will be notified that the application is null and void and no further action will be taken.

(e) If, after a conditional license has been issued, the employee-employer relationship under which the application was made ceases to exist, the conditional license will become null and void. The application approval process for a security guard license will continue, however, and upon final approval a regular security guard license may issue. The application process for a private investigator becomes null and void when the employee-employer relationship ends and no further action on the application will be taken.

390:35-5-11. Temporary licenses; out-of-state practitioners

Any private investigator, or security guard who is duly licensed in another state as a security guard or private investigator may obtain a temporary license to conduct business in this state subject to the following provisions:

- (1) Said private investigator or security guard must ~~immediately, or as soon as possible,~~ register with CLEET through its online portal no fewer than three (3) business days before the private investigator or security guard intends to enter into Oklahoma to conduct business;
- (2) Provide proof of a valid license granted by another state;
- (3) Provide proof of adequate financial responsibility in the form of insurance or surety bond as set forth in the rules of this Chapter; and
- (4) Provide a general description of business to be conducted.
- (5) No temporary license shall be granted to authorize the possession or use of firearms. (6) A person obtaining temporary authorization shall not violate any federal, state or municipal laws, or the provisions of the rules of this Chapter.
- (7) Any security guard or private investigator who is licensed in another state and conducts business pursuant to this Act for a period of longer than thirty (30) days, shall be required to obtain a regular license.

SUBCHAPTER 7. APPLICATION PROCEDURE

390:35-7-1. Applications

Applications may be completed through CLEET's online portal or other method authorized by CLEET. CLEET only has access to fingerprint returns for thirty (30) days after fingerprints are submitted to OSBI. Other documents are only good for ninety (90) days after issuance or completion date unless otherwise indicated on the printed form.

SUBCHAPTER 15. TRAINING REQUIREMENTS

390:35-15-1. Private security school accreditation

- (a) All schools, school coordinators, and instructors approved by CLEET to conduct private security training shall do so in accordance with the Act and all applicable rules of set forth in this subchapter.
- (b) The CLEET approved curricula for private security training was developed and validated by the Oklahoma State Department of Career and Technology Education, under the direction of the Oklahoma Department of Public Safety, the Council on Law Enforcement Education and Training, and representatives from the fields of industrial security and private investigation. No additions, deletions, or revisions shall be made to the approved curricula without first obtaining the express permission of CLEET.
- (c) Training schools wishing to implement private security training must meet the minimum standards for school coordinators, instructors, training facilities, and curriculum, as set forth in this section, to ensure a consistent training program throughout the State of Oklahoma.
- (d) The approved private security training program includes three (3) courses of instruction, each being related to the type of license being applied for. These courses are divided into four (4) training phases:
 - (1) Phase 1 "Basic" - A course of instruction related to general private security tasks and includes a minimum of 20 hours of training.
 - (2) Phase 2 "Security Guard" - A course of instruction specifically related to the tasks of unarmed security guards and includes a minimum of 20 hours of training.

- (3) Phase 3 "Private Investigator"- A course of instruction specifically related to the tasks of private investigators and **includes a minimum of 35 hours of training.**
- (4) Phase 4 "Firearms" - A course of instruction and familiarization in the care, handling, and firing of **(a) revolvers ~~or~~ and/or semi-automatic handguns, (b) shotguns, or (c) rifles, and includes a minimum of 32 hours of training per category of firearm. Upon written application the Director or designee may authorize and impose modified requirements for Phase 4 trainings that include more than one category of firearm in the same training.**
- (e) Specific instructional objectives, lesson plans, and examinations for each training phase are published by the Department of Career and Technology Education, in manual form.
- (f) Security guard license applicants must successfully complete Phase 1 - "Basic", and Phase 2 - "Security Guard". This shall be known as the Security Guard Training Course.
- (g) Private Investigator license applicants must successfully complete Phase 1 - "Basic", and Phase 3 - "Private Investigator". This shall be known as the Private Investigator Training Course.
- (h) Armed Security Guard License applicants must successfully complete Phase 1 - "Basic", Phase 2 - "Security Guard", and Phase 4 - "Firearms". This shall be known as the Armed Security Guard Training Course.
- (i) Private Investigators who wish to be licensed as an armed security guard, must successfully complete all phases of private security training at an approved training school, unless training is waived through experience, or credit is granted for comparable training, pursuant to the Act. Private Investigators who do not perform the duties as a security guard, who wish to have the "firearms authorized endorsement" must complete Phase I, III and IV.
- (j) Every person licensed pursuant to the Act must meet the training requirements set forth therein, except in the following circumstances.
- (1) All training requirements, except for firearms training, may be **waived** upon proof that the applicant was employed as a licensed or certified security guard, armed security guard, private investigator, or law enforcement officer on a full-time basis for at least one (1) year in the three (3) years immediately preceding the date of application. This experience may be continuous or cumulative, and must be in accordance with (2) of this subsection. An applicant who previously held a CLEET license as a security guard or private investigator and who has been inactive for more than five years must complete all applicable phases of training before being eligible for a new license.
 - (2) CLEET may grant an applicant credit for fulfilling all or part of the training requirements, including firearms training, when an applicant submits documented proof of training that meets or exceeds the prescribed training standards as set forth in the Phase 4 - Firearms curriculum. Such training must have occurred within the last five (5) years to be eligible for credit. For firearms training to be eligible for credit the applicant must also provide proof of a successful firearms qualification obtained within sixty (60) days prior to submitting the application.
 - (3) Completion of CLEET mandated Basic Peace Officer training or reserve officer training, pursuant to applicable statute and rules, may be considered as comparable training.
- (k) Private security training conducted by any school without the prior approval of CLEET shall be considered null and void, and not in compliance with the provisions of this Act, and these rules and regulations.

(l) For credit to be given for any training conducted prior to the adoption of these rules and regulations, the training school must make application to CLEET, in compliance with these rules, for the approval of such training to be considered.

(1) If the curriculum of such training courses do not meet the minimum training standards, no credit shall be given.

(2) If any school conducted training under assurances that said training was approved by any agency of the State of Oklahoma, or that such training would satisfy the training requirements of this Act, when in fact there was no such approval, or minimum requirements had not been met, CLEET may:

(A) Deny a subsequent application from that school, or take action against an approved private security training school, or

(B) Present the circumstances to the proper authorities for possible criminal charges or other sanctions authorized by law, or by the rules of this Chapter.

390:35-15-2. Schools, school coordinators, and instructors

(a) Unless otherwise provided in 390:35-15-2, CLEET shall recognize only those training courses that are conducted at approved schools. Approval to conduct private security training ~~may shall~~ be requested by submitting an ~~making written~~ application through CLEET's online portal to the Director.

(b) Approval to conduct private security training courses shall be subject to the following requirements.

(1) Approved private schools must be licensed by the Oklahoma Board of Private Vocational Schools.

(2) Private security training courses must be conducted under the coordinating supervision of a person with professionally recognized training or experience in developing and managing training programs. School coordinators shall submit a resume of related education, training, instructional experience, and work experience. Coordinators may also be approved as instructors.

(3) Private Security student/instructor class ratios shall not exceed forty (40) to one (1);

However, firearms instructor-to-shooter ratios shall be not less than one (1) to five (5).

(4) Training units (classes) must be taught by approved instructors.

(A) Instructor qualifications shall be based upon training, education, teaching experience, and work experience, but shall minimally include:

(i) One of the following:

(I) A minimum of two (2) years supervisory experience with a legally recognized security or investigative agency within the previous five (5) years; or

(II) A minimum of two (2) years experience as a full-time certified law enforcement officer within the previous five (5) years; or

(III) A minimum of one (1) year of experience as an instructor at an accredited educational institution in the subject matter for which approval is requested, or in a related field within the last five (5) years.

(ii) Completion of a curriculum orientation workshop conducted by the State Department of Career and Technology Education.

(B) Firearms instructors must be currently certified as a law enforcement or private security firearms instructor, by CLEET, the Federal Bureau of

Investigation, the National Rifle Association, or other professionally recognized organizations.

(C) Instructors for Phase 3 - "Private Investigator" courses shall submit additional evidence as to their training or experience relating to the Phase 3 curriculum.

(c) Approved schools will be subject to review and inspection by CLEET staff. Training facilities shall meet local and state fire and safety standards. Facilities shall provide a comfortable environment for students and instructors, with minimal learning distractions. Facility and equipment standards shall be consistent with the standards set forth below:

- (1) Classrooms of at least ten (10) square feet per student enrolled;
- (2) Classrooms adequately heated and cooled;
- (3) Classrooms adequately lighted;
- (4) Telephones are accessible;
- (5) Restrooms are accessible;
- (6) Audio/visual equipment is available (projection equipment, chalkboards, etc.);
- (7) Firearms training facilities shall minimally provide:

- (A) Protective backstop;
- (B) 5 firing points;
- (C) 3, 5, 7, 15, and 25 yard firing lines;
- (D) Public address system;
- (E) Restroom facilities;
- (F) Accessible telephone;
- (G) First Aid supplies;
- (H) Protective equipment for eyes and ears.

(8) Indoor firearms training facilities minimally provide:

- (A) Protective backstop;
- (B) 3 firing points;
- (C) 3, 5, 7, 15, 25 yard firing lines. In those instances where the range does not permit firing at 25 yards, the NRA B-34 or Colt T6 target shall be used for shooting the 25 yard state at 50 feet;
- (D) Meet the minimum requirements as set forth in the OSHA Code of Federal Regulations, lead standards;
 - (i) CRF 29 1910.1025 (C) Permissible Exposure Limit
 - (ii) CRF 29 1910.1025 (D) Exposure Monitoring
 - (iii) CRF 29 1910.1025 (D)(9) Accuracy of Measurement
 - (iv) CRF 29 1910.1025 (D)(5)(11) Mechanical Ventilation for Compliance
- (E) An annual exposure monitoring report. The monitoring can be conducted by either private firms or by the OSHA Consultation Division of the Department of Labor;
- (F) Public address system;
- (G) Restroom facilities;
- (H) Accessible telephone;
- (I) First Aid supplies;
- (J) Protective equipment for eyes and ears.

(d) Schools approved to conduct the private security and investigative training courses required for licensing purposes must:

- (1) offer these courses as separate courses, independent of any other training course or hours;
- (2) separately charge a fee for these courses, if a fee is charged;
- (3) advise students that participation in other training programs is not required for licensing; and
- (4) refrain from using any statements as training being "CLEET Certified".

CHAPTER 55. FACILITIES MANAGEMENT

390:55-1-2. Definitions

The following words or terms, when used in this chapter, shall have the following meaning unless the context clearly indicates otherwise:

"AARC or Advanced Active Response Center" means the active shooter response training facility.

"Baffled Range" means the partially covered firearms range.

"Building A" means the administrative offices, conference rooms, and general public area and courtroom.

"Building B" means the student housing building.

"Building C" means the main campus classroom building.

"Building D" means the dining area, kitchen, mechanical room, boiler room, chiller pad.

"Building E" is the all purpose room, exercise room, showers and adjoining offices.

"Building F" means the firearms classroom building.

"Building G" means the garage and tower buildings.

"CLEET" means the Council on Law Enforcement Education and Training.

"Complex" means the property, buildings, driving courses, firing ranges, scenario house, outside storage buildings, and skills pad belonging to the State of Oklahoma located at 2401 Egypt Road, Ada, Oklahoma.

"Commercial activity" means selling or offering merchandise, food or services for the benefit of an individual or business entity organized for profit.

"Demonstration" means a gathering of persons which may include demonstrating, picketing, speech making, marching, holding of vigils and other like forms of conduct which involve the communication or expression of views engaged in by one or more persons, the conduct of which has the effect, intent or propensity, to draw a crowd or onlookers.

"Dining area" means the primary food service area in Building D.

"Director" means the Director of the Council on Law Enforcement Education and Training

"Emergency Response Course" means the law enforcement, driving, driver training course and related skills pad.

"Event" means an assembly or gathering of people for a single purpose.

"Exhibit" means a display whether free standing or affixed to structures.

"Food service" means serving of meals or catered activities.

"Governmental entity" means any local, state or federal government agency or recognized tribal governments.

"K.O. Rayburn Training Center" means the property, buildings, driving courses, firing ranges, scenario house, outside storage buildings, and skills pad belonging to the State of Oklahoma located at 2401 Egypt Road, Ada, Oklahoma.

"Multi-purpose room" means room E101 located in Building E.

"Outdoor firing range" means the outdoor firing range that has no cover.

"Private purpose" means an event or exhibit subject to special admission requirements.

"Public area" means those portions of the Complex for general visitation or use under the control of the Council on Law Enforcement Education and Training.

"Public purpose" means an event or exhibit for general visitation or use.

"Reservation" means an accommodation CLEET approves and a sponsor secures in advance for an event, demonstration, exhibit or meeting.

"Scenario house" means the modular home structure located on the campus.

"Skills pad" means the concrete pad located on the campus.

"Sponsor" means an individual that requests use of the facilities on behalf of an individual, group, tribal or governmental entity.

"State agency" means any state board, bureau, commission, department, authority, public trust, interstate commission, the Judiciary, the Legislature, or the Office of the Governor.

390:55-1-7. Complex access, operational hours and access requirements

- (a) General business hours are from 8:00 a.m. to ~~5:00~~ 4:30 p.m., Monday through Friday, excluding state holidays.
- (b) During general business hours, the complex may be accessed by the public through the north entrance of the main campus in Building A.
- (c) Upon entering the complex all persons shall check in with the Receptionist in the Administrative Offices located on the east side of the main lobby. Persons shall check out with the Receptionist upon exiting the complex.
- (d) Persons entering the complex may be subject to security screening requirements.
- (e) CLEET shall designate hours of access for scheduled functions upon confirmation of the function.
- (f) Persons attending a scheduled function shall check in with a CLEET representative and/or a CLEET designated representative at the location of the function indicated on the confirmation.
- (g) Persons in the complex shall at all times comply with the lawful direction of law enforcement and other authorized individuals.
- (h) Public entrances, operating hours and access requirements for the complex are subject to change to ensure the health and safety of visitors and employees in the event of an emergency, disaster or other circumstances as determined by the Director or the director's designee.

390:55-1-10. Reservation requests

- (a) All events of the complex, whether for a public or private purpose, require prior written approval of CLEET.
 - (1) A sponsor shall submit an application for a reservation on a form designated by CLEET together with a check or purchase order for any applicable fees (Reference OAC 390:55-1-11) to CLEET at least ten (10) working days but no more than six (6) months prior to the beginning date of the proposed event or exhibit. Requests for individual lodging reservations shall be made at least five (5) working days in advance on a form designated by CLEET. Individual lodging reservations for CLEET sponsored events will not require advance payment or deposit. The application must be submitted during CLEET's business hours of 8:00 a.m. and ~~5:00~~ 4:30 p.m., Monday through Friday, excluding state holidays.
 - (2) The application shall include information regarding the desired date, time period, area of use, a description of the event and estimated number of participants.
 - (3) CLEET may restrict use of the skills training facilities for firearms, driving and defensive tactics. The approval of any use of CLEET facilities will be at the sole discretion of the Director or designee.
 - (4) A member of CLEET shall be available at the complex during any event. Reservations shall be subject to the availability of CLEET staff to schedule functions after hours, on weekends or during a period that extends the staff beyond its normal capacity. Use of the skills training facilities shall require a staff member with knowledge in the area of operation to be available to ensure safety regulations are followed.
 - (5) If CLEET denies a request for a reservation, CLEET will notify the requesting sponsor or individual making the reservation of the reasons for denial.
- (b) Prioritization of reservations. The training activities and events conducted or sponsored by CLEET shall take precedence over use of the complex by other organizations or businesses. Law enforcement activities shall receive priority over public activities when scheduling events.
- (c) Cancellation of reservations. Facility reservations must be cancelled three days in advance. Lodging room reservations must be cancelled 24 hours in advance. Reservations not cancelled will be charged the full fee amount.
- (d) The full fee amount for a reservation will be refunded in the event of a cancellation of a reservation by CLEET due to unforseen unforeseen circumstances or at the request of the Director or the director's designee.

390:55-1-12. Provisions for events

The following provisions apply to all events:

- (1) Sponsors shall confine events and exhibits to the areas specified in the reservation and shall not relocate to, install, or erect additional paraphernalia in other areas of the complex unless CLEET grants prior approval.
- (2) No intoxicating beverage or low-point beer will be dispensed or consumed on state property. No tobacco use in any form will be allowed on state property.
- (3) Use of cooking or heating elements of any kind is prohibited except for the contracted vendor providing cafeteria services for CLEET.
- (4) Placement of materials of any kind on structures, fixtures or vehicles in a state parking lot in conjunction with an event or exhibit is prohibited unless written permission is obtained from the Director or the director's designee.
- (5) Unless authorized in the reservation application, affixing banners, signs, or materials in any manner on or in the complex is prohibited.
- (6) CLEET prohibits commercial activity, collection of fees, solicitation of money, or fund raising events which solicit or collect money on the complex. Governmental agencies and non-profit organizations that sell goods or host fund raising events to benefit or promote the function of the agency or non-profit organization may request an exemption from the Director.
- (7) CLEET may order or seek to cause cessation of an event which may pose a hazard, as determined by CLEET, to an individual, group, building, contents of the building, or building fixtures and appurtenances.
- (8) A sponsor shall place electrical cords and cables used for events so that the cords and cables limit potential hazard to persons in the area. Electrical cords and cables must be placed out of walkways unless secured to the floor.
- (9) Open flames (including candles) used in conjunction with events are prohibited except for the contracted vendor providing cafeteria services for CLEET.
- (10) **No outside catered events or food service will be allowed unless approved by the contracted vendor providing cafeteria services for CLEET. Catered events and food services must be approved by CLEET and be in compliance with any applicable facility food services contract.** Arrangements must be made directly with the contracted vendor providing cafeteria services for CLEET if such food services are desired.
- (11) Sponsors shall be responsible for providing expendable supplies or special equipment required for an event to include items such as ammunition, targets, hearing protection, eye protection, handcuffs and batons.
- (12) CLEET reserves the right to inspect and approved any equipment and expendable supplies for the event for purposes of ensuring safety.

CHAPTER 60. REGULATING BAIL ENFORCERS

SUBCHAPTER 5. APPLICATION REQUIREMENTS

390:60-5-1. Bail Enforcer applicant requirements

- (a) Applicants for a License issued pursuant to the Act must:
- (1) Be a citizen of the United States or an alien legally residing in the United States and have a minimum of six (6) months legal residence documented in this state;
 - (2) Be at least twenty-one (21) years of age;
 - (3) Provide proof of a high school diploma, GED or equivalent as recognized by state law, and proof of successful completion of the training and psychological evaluation requirements for the license applied for, and related testing, as prescribed by CLEET;
 - (4) Be of good moral character;
 - (5) Have no final victim protection orders issued in any state in which applicant is the respondent / defendant;
 - (6) Have no record of a felony conviction or any expungement or a deferred judgment or suspended sentence for a felony offense;
 - (A) If the applicant is the defendant in a criminal prosecution that is pending, no license will be issued until final resolution of the criminal prosecution.
 - (B) If the applicant is the subject of an Order Deferring Imposition of Judgment and Sentence, no license will be issued until completion of the deferred sentence and dismissal of the criminal prosecution without a finding of guilt.
 - (C) If the Applicant was convicted of a felony, and the sentence was completed more than fifteen (15) years prior to the date of application, and the Applicant otherwise meets the licensing requirements, a Bail Enforcer License may be issued, but an Armed Bail Enforcer License may not be issued to the Applicant. The Applicant must supply all documentation required by CLEET.
 - (7) Have no record of conviction for assault or assault and battery, aggravated assault and battery, larceny, theft, false pretense, fraud, embezzlement, false impersonation of an officer, any offense involving moral turpitude, any offense involving a minor as a victim, any nonconsensual sex offense, any offense involving the possession, use, distribution, or sale of a controlled dangerous substance, any offense of driving while intoxicated or driving under the influence of intoxicating substance, any offense involving a firearm, or any other offense as prescribed by the Council.
- (b) If an applicant was convicted of a disqualifying crime, and the sentence was completed more than five (5) years prior to the application date and the Council is convinced the offense constituted an isolated incident and the applicant has been rehabilitated, the Council may, in its discretion, waive the conviction disqualification as provided for in this paragraph and issue an unarmed Bail Enforcer license, but shall not issue an armed Bail Enforcer license if the offense involved the use of a firearm, was violent in nature, or was a felony offense other than a driving offense. The passage of five (5) years from completion of the sentence does not mean that the applicant is entitled to a license. The decision on whether the disqualifying conviction is waived is within the sole discretion of CLEET. The applicant must supply all documentation required by CLEET for consideration of a possible waiver.
- (c) If it is discovered that a disqualifying conviction exists, the Council shall immediately revoke or deny any license;

- (d) Under oath, the The applicant shall certify that the applicant has no disqualifying convictions as specified in the Bail Enforcement and Licensing Act or by CLEET rule, or must disclose the disqualifying convictions and state that more than five (5) years have lapsed since the completion of the sentence for a disqualifying conviction.
- (e) The applicant must submit fingerprints in the manner and form directed by CLEET provide CLEET and the Oklahoma State Bureau of Investigation with individual fingerprints for a state and national criminal history records search.
- (f) The applicant must submit an acceptable digital supply CLEET two (2) current individual passport-sized photographs photographs photograph with the completed CLEET application.
- (g) The applicant must provide certified copies of all court documents showing the disposition of any criminal charges. If no certified copies are available, the applicant must provide a 'no records letter' from the appropriate court. Obtaining and providing certified copies is the responsibility of the applicant.
- (h) The applicant must affirm state, under oath, that the applicant is not currently undergoing treatment for a mental illness, condition, or disorder.
- (i) The applicant must state, under oath, whether the applicant has ever been adjudicated incompetent or committed to a mental institution.
- (j) The applicant must state, under oath, whether the applicant has any history of illegal drug use or alcohol abuse.
- (k) Upon presentation by the Council of the name, gender, date of birth, and address of the applicant to the Department of Mental Health and Substance Abuse Services, the Department of Mental Health and Substance Abuse Services shall notify the Council within ten (10) days whether the computerized records of the Department indicate the applicant has ever been involuntarily committed to an Oklahoma state mental institution.
- (l) The applicant must state, under oath, whether the applicant has ever been charged with any misdemeanor domestic violence offense.
- (m) The applicant must provide proof of liability insurance or an individual bond in a minimum amount established by the Bail Enforcement and Licensing Act.
- (n) The applicant must provide a statement of self-employment as a sole proprietor Bail Enforcer.
- (o) The applicant must complete all the training requirements, and pass the appropriate examinations related to training.
- (p) The submission of the signature of the applicant on the Application through CLEET's online portal shall be considered an attestation that the Applicant has read these Rules, and agrees to obey these Rules.
- (q) In addition to the requirements listed above, Applicants for an Armed Bail Enforcer license must provide with the application:
- (1) Proof of successful completion of the firearms phase of private security / private investigator / Bail Enforcer training;
 - (2) An original document showing completion of a certified Taser training course;
 - (3) An original document showing completion of a certified stun gun training course;
 - (4) An original document showing completion of a certified noxious substance training course.
- (r) A copy of every license issued under this chapter shall be posted conspicuously in the Licensee's place of business in this state.
- (s) Bail Enforcer licenses are not transferrable.

(t) Any changes in Bail Enforcer information shall be provided to CLEET in writing within ten (10) days of the effective date of the change. Notice of changes of Licensee information will not be accepted over the phone.

390:60-5-3. Requests for applications Applications

(a) An application may be requested at the following address: CLEET, Bail Enforcement Division, 2401 Egypt Road, Ada, Oklahoma, 74820-0669. Bail Enforcer applications may be completed through CLEET's online portal or other method authorized by CLEET. CLEET only has access to fingerprint returns for thirty (30) days after fingerprints are submitted to OSBI. Other documents are only good for ninety (90) days after issuance or completion date unless otherwise indicated on the printed form.

(b) Requests will be handled in the most expeditious and cost effective manner.

390:60-5-5. Accuracy and completeness of application

(a) All information on an application form or any related document must be accurate to the best of the applicant's knowledge.

(b) All sections that are applicable to the applicant must be completed, and all applicable spaces must be filled in with the appropriate information.

(c) If an application is incomplete, CLEET will process any payments in accordance with statutory requirements, and will notify the applicant that the application is incomplete. No further action will be taken on the application until all required information is received by CLEET. Upon receipt of the notification that the application is deficient, the applicant will have thirty (30) days to provide needed documents or make the necessary corrections. At the end of the thirty (30) day application period, and absent substantive progress toward providing documents or information necessary to complete the application, CLEET will return the application fees less the established processing fees. CLEET will offer no further consideration of the incomplete application.

(d) CLEET will not give any person legal advice and will not request or gather documents for an applicant. Accuracy and completeness of the application is the obligation of the applicant.

(e) Since CLEET does not wish to deny any person the opportunity to apply for a license, CLEET will not give advisory opinions as to whether a person will or will not be licensed. Decisions on licensing will be made only after receipt of a completed application.

SUBCHAPTER 13. PRIVATE BAIL ENFORCER SCHOOLS

390:60-13-1. Private school accreditation

(a) All schools, school coordinators, and instructors approved by CLEET to conduct Bail Enforcer training shall do so in accordance with the Act and all applicable CLEET Rules.

(b) The CLEET approved curricula for Bail Enforcer training was developed and validated by the Oklahoma State Department of Career and Technology Education, under the direction of the Oklahoma Department of Public Safety, the Council on Law Enforcement Education and Training, and representatives from the fields of industrial security and private investigation and bail enforcement. No additions, deletions, or revisions shall be made to the approved curricula without first obtaining the express permission of CLEET.

(c) Training schools wishing to implement Bail Enforcer training must meet the minimum standards for school coordinators, instructors, training facilities, and curriculum, as set forth in these Rules, to ensure a consistent training program throughout the State of Oklahoma.

(d) Fees for training schools shall be as set in the Oklahoma Bail Enforcement and Licensing Act.

(e) The approved Bail Enforcer training program includes three (3) courses of instruction, each related to the type of license sought. These courses are divided into five (5) training phases:

(1) Phase 1 - A course of instruction related to general private security or bail enforcer tasks and includes a minimum of 20 hours of training.

(2) Phase 2 - A course of instruction specifically related to the tasks of unarmed security guards and unarmed bail enforcers and includes a minimum of 20 hours of training.

(3) Phase 3 - A course of instruction specifically related to the tasks of private investigators and bail enforcers and includes a minimum of 35 hours of training.

(4) Phase 4 "Firearms" - A course of instruction and familiarization in the care, handling, and firing of (a) revolvers and/or semi-automatic handguns, (b) shotguns, or rifles, and includes a minimum of 32 hours of training per category of firearm. Upon written application, the Director or designee may authorize and impose modified requirements for Phase 4 trainings that include more than one category of firearm in the same training.

(5) Phase 5 - A course of instruction specifically related to the tasks of Bail Enforcers and includes a minimum of 40 hours of training.

(f) Specific instructional objectives, lesson plans, and examinations for each training phase are published by the Department of Career and Technology Education, in manual form.

(g) Bail Enforcer license applicants must successfully complete Phase 1 - and Phase 2 - "Security Guard", and Phase 3 - "Private Investigator", and Phase 5 - "Bail Enforcer". This shall be known as the Bail Enforcer Training Course.

(h) Armed Bail Enforcer License applicants must successfully complete Phase 1, Phase 2, Phase 3, Phase 4, and Phase 5. This shall be known as the Armed Bail Enforcer Training Course.

(i) Each Bail Enforcer must be trained on the use of force continuum and the Rules for use of force.

390:60-13-2. Schools, school coordinators, and instructors

(a) Unless otherwise provided in CLEET Rules, CLEET shall recognize only those training courses that are conducted at approved schools. Approval to conduct Bail Enforcer training may be requested by making written submitting an application through CLEET's online portal to the Director.

(b) Approval to conduct Bail Enforcer training courses shall be subject to the following requirements.

(1) Approved private schools must be licensed by the Oklahoma Board of Private Vocational Schools.

(2) Private security training courses must be conducted under the coordinating supervision of a person with professionally recognized training or experience in developing and managing training programs. School coordinators shall submit a resume of related education, training, instructional experience, and work experience. School Coordinators may also be approved as instructors.

(3) Bail Enforcer student/instructor class ratios shall not exceed forty (40) to one (1); However, firearms instructor-to-shooter ratios shall be not less than one (1) to five (5).

(4) Training units (classes) must be taught by approved instructors.

(c) Instructor qualifications shall be based upon training, education, teaching experience, and work experience, but shall minimally include:

(1) One of the following:

- (A) A minimum of two (2) years supervisory experience with a legally recognized security or investigative or Bail Enforcement Agency; or
- (B) A minimum of two (2) years continuous experience as a full-time certified law enforcement officer; or
- (C) A minimum of one (1) year of experience as an instructor at an accredited educational institution in the subject matter for which approval is requested, or in a related field.

(2) Completion of a curriculum orientation workshop conducted by the State Department of Career and Technology Education.

(d) Firearms instructors must be currently certified as a law enforcement or private security firearms instructor, by CLEET, the Federal Bureau of Investigation, the National Rifle Association, or other professionally recognized organizations.

(e) Instructors for Phase 3 - "Private Investigator" courses shall submit additional evidence as to their training or experience relating to the Phase 3 curriculum.

(f) Instructors for Fire Safety must be certified by the accrediting authorities in those fields.

(g) Use of force instructors must be currently certified as a defensive tactics instructor by CLEET, or other professionally recognized organizations.

(h) Approved schools will be subject to review and inspection by CLEET staff. Training facilities shall meet local and state fire and safety standards. Facilities shall provide a comfortable environment for students and instructors, with minimal learning distractions. Facility and equipment standards shall be consistent with the standards set forth below:

- (1) Classrooms of at least ten (10) square feet per student enrolled;
- (2) Classrooms adequately lighted, heated, and cooled;
- (3) Telephones are accessible;
- (4) Restrooms are accessible;
- (5) Audio/visual equipment is available (projection equipment, chalkboards, etc.);
- (6) Firearms training facilities shall minimally provide:

- (A) Protective backstop;
- (B) 5 firing points;
- (C) 3, 5, 7, 15, and 25 yard firing lines;
- (D) Public address system;
- (E) Restroom facilities;
- (F) Accessible telephone;
- (G) First Aid supplies;
- (H) Protective equipment for eyes and ears.

(7) Indoor firearms training facilities shall minimally provide:

- (A) Protective backstop;
- (B) A minimum of 3 firing points;
- (C) 3, 5, 7, 15, 25 yard firing lines. An indoor firing range may include reduction targets for weapons fired at fifty (50) feet to simulate weapons fired at seventy-five (75) feet);
- (D) Public address system;
- (E) Restroom facilities;
- (F) Accessible telephone;
- (G) First Aid supplies;
- (H) Protective equipment for eyes and ears.

- (8) Firearms training facilities must meet the minimum requirements as set forth in the OSHA Code of Federal Regulations, lead standards;
- (A) 29 CFR 1910.1025 (C) Permissible Exposure Limit
 - (B) 29 CFR 1910.1025 (D) Exposure Monitoring
 - (C) 29 CFR 1910.1025 (D)(9) Accuracy of Measurement
 - (D) CRF 29 1910.1025 (D)(5)(11) Mechanical Ventilation for Compliance.
- (9) Firearms training facilities must supply an annual exposure monitoring report. The monitoring can be conducted by either private firms or by the OSHA Consultation Division of the Department of Labor;
- (10) Firearms used for approved firearms training shall be consistent with those described in CLEET Rules. Handguns shall be limited to revolvers in a minimum of .38 and .357 or larger caliber or semi-automatic handguns in a minimum of 9mm or larger caliber.
- (11) Approved schools which intend to conduct Phase 4 "Firearms" training must show proof that a firearm training facility is:
- (A) Owned and managed by the school itself; or
 - (B) Being used pursuant to a written agreement with the owner of the facility.
- (i) Schools approved to conduct the private security and investigative and Bail Enforcer training courses required for licensing purposes must:
- (1) offer these courses as separate courses, independent of any other training course or hours;
 - (2) separately charge a fee for these courses, if a fee is charged;
 - (3) advise students that participation in other training programs is not required for licensing; and
 - (4) refrain from using any statements of training being "CLEET Certified".
- (j) Completion of CLEET mandated Basic Peace Officer training or reserve officer training, pursuant to Title 70, Section 3311, may be considered as comparable training for firearms training purposes.
- (k) Bail Enforcer training conducted by any school without the prior approval of CLEET shall be considered null and void, and not in compliance with the provisions of this Act, and these Rules and regulations.