AMENDING SECTION 10, RULE IV OF THE 2003 REVISED RULES AND REGULATIONS IMPLEMENTING REPUBLIC ACT NO. 5487, AS AMENDED

Read online (full-text search, related cases, audio case brief): https://batas.org/library/4b57a353d73c/

1. REFERENCES:

- R.A. No. 5487, as amended, entitled “An Act Governing the Organization and Management of Private Security Agencies, Company Guard Forces and Government Security Forces”;

- Section 17, R.A. No. 5487 on the “Rules and Regulations by Chief, Philippine Constabulary (now PNP)”; and

- The 2003 Revised Rules and Regulations Implementing R.A. No. 5487, as amended.

2. PURPOSE:

This Circular aims to amend the provisions of Section 10, Rule IV of the 2003 Revised Rules and Regulations Implementing Republic Act No. 5487 (R.A. No. 5487), as amended, to remove from the list of documentary requirements those that are not required under the provisions of R.A. No. 5487.

3. SCOPE/APPLICATION:

This amendment applies to all applications for License to Operate (LTO) that may be filed after the effectivity of this memorandum.

4. AMENDMENT:

Section 10, Rule IV of the Revised 2003 Rules and Regulations Implementing R.A. No. 5487, as amended, is hereby amended to read as follows:

> Section 10. Supporting Documentary Requirements for new application.

a. Supporting documents accompanying applications for New License to Operate:

> - Endorsement from RDs, PROs with Inspection Report and Certification from Provincial/City Director that there is a demand for security services or a need for PSA, PDA, CGF or GGU (for regional/provincial application only);
>
> - Computerized Sketch of Principal/Main Office Location (indicating exact office address) with E-mail Address;
>
> - Accomplished SOSIA Application Form (SOSIA 09-11) with original or photocopy of Staff Licenses (SO/SC);
>
> - Registration Certificate with DTI/SEC together with its Application Form with DTIBN Receipt/By-Laws and Articles of Incorporation;
>
> - Biodata/Information Sheet of Licensee (Typewritten);

Turn this case into an audio lecture - facts, issues, ruling and doctrine - at batas.org

- Licensee's College Diploma/Transcript of Records or Authenticated Retirement Order (AFP/PNP/BJMP/BFP/NBI);

- List of Prospective Clients;

- Project Feasibility Study;

- Letter request for Authority to Purchase Firearms From Authorized Gun dealers/ Store addressed to the Director CSG Attn: Chief, SOSIA;

- SBR/Official Receipt for National License Fee (P2,500 per year);

- Registration Fee (P50.00 per guard) per year;

- Surety Bond with policy covering the amount of P50,000.00 for 2 years;

- PAG-IBIG Certificate of Employer Registration (COER);

- Bank Certificate of Deposit (minimum P500,000.00) with machine validation;

- Private Security Operators Training Seminar with LA validated by STMD;

- Affidavit that the agency applying has a furnished office and PNP-approved firearms vault;

- Affidavit that PSA will have at least 200 guards posted within two (2) years after the date of approval of Temporary LTO;

- PNP Clearance (DI/RID Clearance);

- NBI Clearance;

- Neuro-Psychiatric Test Result (Validated by the PNP Health Service);

- Drug Test.

b. Supporting Documents accompanying applications for Regular License To Operate:

- Endorsement from RD, PROs with duly accomplished Inspection Checklist;

- Computerized Sketches of principal/main/branch Office Location with E-mail Address;

- Accomplished SOSIA Application Form (SOSIA 09-11) with original or photocopy of Staff License/s (SO/SC);

- Notarized Disposition of Guards, Clients & Firearms with Gains and Losses;

- Firearm Records Verification/FIMS and Certification from FEO;

- Alphabetical Listing of Guards by Birth month;

- SBR/Official Receipt for National License Fee;

- SBR/Official Receipt for PNP Registration Fee;

- VAT and other local government tax payments;

- Agency's/Company's Firearm License Fee;

- Surety Bond for the period of validity of the license;

- PAG-IBIG Clearance;

Bar review courses, mock exams and a study planner that keeps you on pace - batas.org

- BIR Clearance;

- National SSS Clearance;

- DOLE Clearance;

- PNP DI Clearance;

- Neuro-Psychiatric Test result (Validated by the PNP Health Service);

- Drug Test;

- Certification of Private Security Agency Operator's Training Seminar with LA validated by STMD;

- Mayor's permit (Where principal/branch/main office is located); and

- License to Operate (Previous)

5. REPEALING CLAUSE:

The provisions of Rule IV, 2003 Revised Rules and Regulations Implementing R.A. No. 5487, as amended, and all rules and regulations which are inconsistent with this are hereby repealed, amended or modified accordingly.

6. EFFECTIVITY:

This Circular shall take effect fifteen (15) days following the completion of its publication in the Official Gazette or in a newspaper of general circulation.

Adopted: 28 February 2012

(SGD.) NICANOR A. BARTOLOME, CSEE
Police Director General
Chief, PNP

Study hands-free: podcast-style lessons with read-along highlighting - batas.org

ABOUT BATAS.ORG

Study smarter at BATAS.org

The Philippine bar review and law-school companion built around how your brain actually remembers.

The complete Philippine law library - free for everyone.

More than 100,000 Supreme Court decisions, Republic Acts, and executive issuances - full-text searchable, browsable by category and year, and always free. No paywall, no login. This PDF came from it.

Audio case-brief lectures.

Any decision becomes a podcast-style lecture - facts, issues, ruling, and doctrine - with read-along highlighting and a hands-free presentation mode. Study while commuting, working out, or resting your eyes.

Bar review built on the science of memory.

Complete, sequenced courses for all eight bar subjects, narrated like podcasts and reinforced with retrieval practice and spaced review - the study techniques with the strongest evidence behind them.

The full law-school curriculum.

One subscription unlocks the entire J.D. curriculum - every subject, every lesson, with your progress tracked down to the paragraph so you can pick up exactly where you left off, on any device.

Mock exams that tell you where you stand.

Timed multiple-choice exams graded instantly, with per-subject score breakdowns and focus suggestions that point you at your weakest topics first.

A study planner that keeps you on pace.

Set your schedule and BATAS tells you every day whether you are on track for bar day - and exactly which lesson to take next.

Start free at https://batas.org

The law library is free forever - and your first lesson is one click away.

The text of this document is an official public record and remains in the public domain. Formatting, presentation, and compilation © 2026 batas.org.

Downloaded free from the batas.org Law Library. Share it freely - the library is free for every law student, bar reviewee, and practitioner.