

# Manitoba Justice Private Investigators and Security Guards Information Note

March 27, 2020

## Temporary Security Guard Licensing and Record Checks

Further to the information previously circulated to stakeholders, effective immediately the following additional temporary steps are being taken regarding security guard worker licensing:

- First time applicants may make submissions for a temporary security guard licence (six-month term) without including proof of registering in the mandatory security guard training program. This exemption will be in effect until further notice.
- If an individual seeking a new licence is able to declare that they ***do not have a criminal history or pending charges, and have not been listed on the Child Abuse Registry***, an employer may utilize them on an interim basis as a security guard while they are awaiting their licence.

This is dependent on the employer assisting the individual with compiling and submitting an electronic application package ***as soon as possible***. For specifics on submitting these applications, please see the information note posted on the program web page regarding the closure of our in-person service area at

[https://www.gov.mb.ca/justice/commsafe/private/pubs/pisg\\_closure.pdf](https://www.gov.mb.ca/justice/commsafe/private/pubs/pisg_closure.pdf)

***Important: the employer must immediately remove individuals from acting as a security guard whose record checks return with pending charges, convictions or confirm placement on the Child Abuse Registry.***

With in-person services being suspended/impacted as the response to Coronavirus/COVID-19 continues to evolve, applicants may encounter challenges when attempting to obtain the necessary record checks for licence applications.

As alternatives to in-person service, the following online criminal record check providers are accepted for licence application purposes.

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## Commissionaires

[www.commissionaires.ca](http://www.commissionaires.ca)

Review the “For Individuals” section for a link to “Electronic Criminal Record Checks”. Read the information posted and follow the steps to apply. Once an electronic record check has been requested, contact information will be sent to the applicant via e-mail.

## Fast Check

[www.myfastcheck.com](http://www.myfastcheck.com)

Follow the links for a “Criminal Background Check” and apply for a “CPIC Investigative Data Bank & Police Information Portal (PIP)” record check. A “Contact Us” link is provided for following up with the service provider.

## Sterling Backcheck

[www.sterlingtalentsolutions.ca](http://www.sterlingtalentsolutions.ca)

Follow the top link for “Services” and select “Enhanced Police Information Check”. Read the information posted and follow the steps to apply.

## Winnipeg Police Service (applicants must be a Winnipeg resident to use this option)

[www.winnipeg.ca/police](http://www.winnipeg.ca/police)

Review the site for “Police Record Checks” (left side drop-down menu). Read the information posted and follow the steps to apply for the online record check. When completing the form for a personal police information check, you will be prompted to select an agency with whom your results will be shared. Please select “Justice Private Investigators and Security Guards Program”.

Child Abuse Registry Checks may be applied for online through the Department of Families.

## Child Abuse Registry Unit

[https://www.gov.mb.ca/fs/childfam/child\\_abuse\\_registry.html](https://www.gov.mb.ca/fs/childfam/child_abuse_registry.html)

Follow the above link and the posted steps to complete your submission.

*If you have questions regarding the above online criminal record check services, please inquire with the specific service provider selected for additional guidance and information.*