



At the Council Chamber, Whitehall

THE 16th DAY OF FEBRUARY 2022

BY THE LORDS OF HER MAJESTY'S MOST HONOURABLE
PRIVY COUNCIL

The Privy Council has approved the Rules of the Worshipful Company of Security Professionals for the creation and operation of the Register of Chartered Security Professionals as set out in the Schedule to this Order.

Ceri King

SCHEDULE

“SECOND SCHEDULE

RULES FOR THE CREATION AND OPERATION OF THE REGISTER OF
CHARTERED SECURITY PROFESSIONALS

1. Preamble

Pursuant to Article 3(v) of the Charter of incorporation and to the Bye Laws 7 to 10 inclusive of the Worshipful Company of Security Professionals (hereinafter referred to as the Company), this Schedule establishes the constitution of the Company's Registration Authority created to operate, for the public benefit, the Register of Chartered Security Professionals (hereinafter referred to as the Register), and any additional registers of expertise related to security practise that may be subsequently required and the conditions of registration and membership. This Schedule also provides the method of operation of such Registers.

2. The Chartered Security Professionals Registration Authority

- 2.1 The Company shall establish a Committee reporting to the Court, to be entitled the Chartered Security Professionals Registration Authority (hereinafter referred to as the CSPRA), to implement and manage the Register. The Court shall grant the CSPRA such delegated authority to act on its behalf as shall be consistent with the requirement of reporting its proposals and actions to the Court given that the Court bears the ultimate responsibility for all matters concerned with the operation of the CSPRA under

its Charter. The CSPRA is the agent for the Company acting under the Company's delegated authority.

- 2.2 The CSPRA shall comprise an appointed independent Chair and Deputy Chair and, in addition, two nominated representatives of the Court as voting members who shall represent the interests of the Company as the owner of the Register (the Licensor) for such periods of time as the Company shall decide. Furthermore, suitable professional institutions who wish to put forward their members for inclusion on the Register may be licensed by the CSPRA as licensed organisation (the Licensees) and the CSPRA may invite representatives from the Licensees to sit as voting members of the CSPRA for terms of membership it shall decide. Non-voting advisers may be invited to attend some or all of the meetings.
- 2.3 The administration of the Register may be undertaken by an Administrator such as a suitable professional institution as selected by the CSPRA under a renewable contract with the Company and subject to the direction of the CSPRA. In the event that the contract between the Company and its Administrator is not renewed on any occasion, the CSPRA may seek another suitable professional institution with which to contract on similar terms.
- 2.4 The CSPRA shall be responsible for agreeing and regularly reviewing the terms of registration; for deciding who shall be admitted and removed from the Register according to criteria approved by the Company from time to time; for regularly assessing the operation of the Licensees, and for reviewing and removing the licences where necessary; and for liaising and communicating with all interested parties. The CSPRA shall also provide oversight of the application of its Code of Professional Conduct, including the requirement for continuing professional development.
- 2.5 The Licensees shall pay such licence fees as the CSPRA may determine, in order at least to meet the costs of operating the CSPRA.
- 2.6 Normally the Court, having conferred delegated authority upon the CSPRA, shall only intervene in the operation of the CSPRA in matters of conflict of interest or disagreement over interpretation of its Charter, Bye Laws, and this Schedule. The CSPRA may have its processes and procedures regularly reviewed and audited by an independent organisation having equivalent professional standing and Charter-awarding capabilities.

3. The Register

- 3.1 All security professionals who satisfy the standards of knowledge, experience, competence and professional integrity at the appropriate level shall be entitled to apply for registration as a Chartered Security Professional (hereinafter referred to by the post-nominal designation of CSyP, which those admitted to the Register [the Registrants] shall be entitled to use as appropriate).
- 3.2 Applicants to the Register are required to be personal members of any relevant professional institution (the Licensees) licensed by the CSPRA on behalf of the

Company, and normally represented on the CSPRA. Such licence shall allow the Licensee to nominate to the CSPRA its appropriately qualified and experienced members for consideration for admission to the Register.

- 3.3 Additionally, the CSPRA exceptionally may allow admission to the Register by appropriately qualified and experienced security personnel who are not, or cannot become, members of a relevant professional institution.
- 3.4 A relevant professional institution is, for these purposes, a membership society which requires of its members qualifications and experience in security or security-related activity, which imposes a code of professional conduct on its members including a requirement for continuing professional development, and which provides a professional disciplinary enquiry procedure in the event of a complaint being made about the professional competence or behaviour of one of its members.
- 3.5 Admission to the Register shall be recognition, in the public interest, of the ability to practise in the field of security provision at the appropriate level, and of the evidence of sufficient knowledge, experience, competence and professional integrity in so doing. The evidence provided in support of the application for registration shall encompass a wide range of employment disciplines and shall be detailed in the CSPRA Regulations.
- 3.6 Applicants for registration shall satisfy the CSPRA that they meet the conditions for entry set out in this Schedule and the CSPRA Regulations by providing such evidence of attainment as may be required.
- 3.7 The applicants and the Registrants shall pay, respectively, such application fees and annual registration fees as the CSPRA may determine in order to at least to meet the costs of operating the Register.
- 3.8 The CSPRA shall provide a model code of professional conduct and a professional disciplinary procedure with which it shall require its Registrants to comply, and shall apply appropriate sanctions in situations where one of their Registrant's competencies and/or professional conduct falls short of the required standard. The CSPRA may require, at its discretion, that a Licensee undertakes a professional disciplinary enquiry.
- 3.9 The CSPRA shall apply sanctions to those found liable at such enquiries and shall report them to their professional institutions. The sanctions will include removal from the Register, suspension with requirements for further training, or a reprimand with advice.

4. Supporters

The Company may invite interested organisations from the security industry, other than professional institutions, to join a List of Register Supporters. Such Supporters may enjoy such benefits and pay such subscriptions as the Company may require but they shall not have any rights to participate in the management of the Register.”