



## INFORMATION NOTE ON EVENT SECURITY TEMPORARY LICENCES

**From the 1st November 2022, employees in the Event Security Sector are required to hold a Private Security Authority (PSA) Licence.**

Licensing applies to all employees who are providing a security service at an event whether they are employees of a PSA licensed contractor, the event promoter or any other person or entity employing them to provide security services.

For persons who wish to work at events on a temporary basis but are not the holder of either a Door Supervisor or Security Guard (Guarding) licence, the PSA have introduced a Temporary Licence. The Temporary Licence is only available for the event security sector and can only be applied for through a PSA licensed event security contractor.

▪ **What is an event?**

For the purposes of licensing, an event is a gathering of people either at public or private locations for entertainment, social performance or other purposes e.g. sporting, trade events or social functions, held within temporary or fixed, indoor or outdoor locations on a regular, occasional or once off basis.

▪ **What is event security?**

Event security is the provision of a security service at an event.

▪ **Who will need a licence?**

Any person providing security at an event will require a licence.

▪ **In what circumstances will the Temporary Licence (Event Security) be issued for Events?**

Temporary licences will be available for events where the number of security personnel required is more than 100. Temporary licences will only be issued to persons employed by a PSA licensed event security contractor.

▪ **In what areas can the holders of the Temporary Licence (Event Security) be used?**

Temporary Licence (Event Security) may be used in both the entertainment and periphery areas, except for the following:

- Extraction teams
- Pit area
- Bar areas

In terms of bar areas, Temporary Licence (Event Security) holders may be used in managing the lines only. They may not be employed in the patrolling of bar areas and the removal of persons from bar areas.

Temporary Licence Holders must work as part of a team with PSA licensed Door Supervisor or Security Guard Guarding Licence Holders. They may not work unaccompanied or only with other Temporary Licence Holders.

▪ **What are the entertainment and periphery areas?**

The entertainment area is a specific area of a venue where the entertainment or social performance takes place and where the provision of a security service is undertaken by a contractor with a Door Supervisor (Event Security) licence. The entertainment area includes areas where alcohol and food are served.

The periphery is a specific area of a venue adjacent to or in the vicinity of the Entertainment Area where the provision of a security service is undertaken by a contractor with a Security Guard (Event Security) licence. The Periphery Area includes car parks, accommodation areas, venue perimeter and approaches, and any other location not within the Entertainment Area.

▪ **Do I need to complete a training course for a Temporary Licence (Event Security)?**

Applicants will have to complete a 1 day (7 hour) training course provided by their employer prior to commencing work. Event Security contractors shall maintain a record of all training undertaken.





▪ **I currently hold a Door Supervisor (Licensed Premises) licence and/or a Security Guard (Static) licence. Do I need a Temporary Licence (Event Security) to work at Events?**

If you have a Door Supervisor (Licensed premises) licence you will be able to work in all areas of an event. If you have a Security Guard (Static) licence you will be able to work in the periphery areas of events and in the entertainment area under certain conditions. You will not need a Temporary Licence (Event Security).

▪ **How do I apply for Temporary Licence (Event Security)?**

You can apply online on our website, [www.psa-gov.ie](http://www.psa-gov.ie).

You will be required to input your personal details, name, address, PPS number, contact phone number and email address. The licence fee is €30 and payment is by debit/credit card only. An application pack will be dispatched to you by post containing the details you have provided.

You must sign the application form, insert a passport photo along with the relevant accompanying documents (proof of identity, criminal record certificate (if applicable), proof of training, etc.) and return to the PSA.

▪ **How long is Temporary Licence (Event Security) issued for?**

A Temporary Licence is valid for 6 months with an option to extend for a further 3 months.

A Temporary Licence cannot be renewed. Only one Temporary Licence will be provided to each applicant. If an applicant wishes to provide event security services after their licence expires, they must apply for a full licence in either the Door Supervisor or Security Guard (Guarding) sectors.

▪ **Garda Vetting**

All applicants for a licence are Garda vetted. As a licence holder you may be required to be vetted at any stage during the term of your licence. Once you have submitted your application for a licence to the PSA you will then be asked to complete an online Garda vetting application for processing by the National Vetting Bureau.

If, within the past 15 years, an applicant has resided outside of Ireland for 6 months or more since reaching the age of 15 a criminal record certificate(s) (CRC) will be required from every country that the applicant has lived in since the age of 15.

▪ **What are the requisite ratios of Door Supervisors/Security Guard (Guarding) licences to Temporary Licence (Event Security) holders?**

In the entertainment area, the following ratios apply:

- From the 1st January 2023, the ratio of Door Supervisors to Temporary Licence/Security Guard licence holders shall be 1:1.
- From the 1st January 2025, the ratio of Door Supervisors to Temporary Licence/Security Guard licence holders shall be 2:1.
- From the 1st January 2027, the ratio of Door Supervisors to Temporary Licence/Security Guard licence holders shall be 3:1.

In the periphery area, the following ratios shall apply:

- From 1st January 2023, the level of Temporary Licence holders must not exceed 67%.
- From 1st January 2024, the level of Temporary Licence holders must not exceed 50%.
- From the 1st January 2025, the level of Temporary Licence holders must not exceed 33%.

**Any person employing unlicensed event security personnel after the 1st November 2022 will be breaking the law and may face a fine of up to €3,000 and/or a five year term of imprisonment.**

