An tÚdarás Slándála Príobháidí
The Private Security Authority

The Security Regulator

INFORMATION NOTE ON THE LICENSING OF PRIVATE INVESTIGATOR EMPLOYEES

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

Licensing applies to all employees who are engaged in a licensable activity including private investigators, operational directors, management, supervisory and other staff including administrators who are carrying out an activity subject to PSA licensing.

Licensable activity includes employees of PSA licensed contractors as well as employees of other industries who carry out licensable activities. Such industries may include banks, credit unions, insurance companies and law firms.

For the purposes of PSA licensing, a Private Investigator who solely works for a single PSA Licensed Private Investigator contractor is deemed to be similar to an employee and requires an employee licence.

- **Definition of a Private Investigator**
  A Private investigator is defined as a person who in the course of a business, trade or profession conducts investigations into matters on behalf of a client and includes a person who:
  a) obtains or furnishes information in relation to the personal character, actions or occupation of a person,
  b) obtains or furnishes information in relation to the character or kind of business in which a person is engaged,
  c) searches for missing persons,
  d) obtains or furnishes information in relation to the loss or damage of property.

  Further details on what is and isn't licensable can be found on the PSA Information Note for Private Investigators (PSA 53.1) which is available on our website.

- **Training Requirements**
  The PSA have developed a training course with the assistance of industry experts. The course is being delivered by the training provider ICSE. Information on the training course is available on the ICSE website.
  Employees who started their employment before the 1st January 2022 do not need to complete the prescribed training in order to apply for a PSA Licence. To avail of this training derogation you must lodge your application for a licence before the 30th June 2025. Your application must be accompanied by a letter from your employer confirming your employment details.
  Employees who commenced employment after the 1st January 2022 must successfully complete the training course.
- **How do I apply for a PSA Private Investigator Employee Licence?**
  You can apply online on our website, 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 €90 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.
- **I'm a Sole Trader and hold a PSA Private Investigator Contractor Licence. Do I also need an employee licence?**
  As a sole trader you do not need to apply for an employee licence though it is open to you to do so if you wish.
- **How long does a Private Investigator Employee Licence last for?**
  An employee licence is valid for 3 years.~

For further information on the PSA and security industry licensing visit www.psa-gov.ie

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- **How do I renew my licence?**
  You can apply to renew your licence online on our website, www.psa-gov.ie. All licensees will receive a renewal pin 8 weeks prior to the expiry date of their licence. Simply click on the link provided, input your renewal pin, confirm your personal details and pay for your renewal licence.

- **Garda Vetting**
  All applicants for a licence are Garda vetted. Licensees will also be re-vetted on renewal of their Licence. 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.

- **Can I apply for a PSA licence if I do not have employment in that sector yet?**
  Yes, however, you must successfully complete the required training course in order to apply.

- **If I have a valid PSA Private Investigator Employee Licence, can I operate my own business as a Private Investigator?**
  No, a PSA Private Investigator Employee Licence only permits the holder to carry out activities subject to PSA Licensing as an employee of a PSA licensed contractor or other organisation undertaking licensable private investigator activities. It is an offence to provide security services as a Private Investigator contractor without the appropriate licence. The provision of such services without the appropriate licence may result in prosecution.

- **What if I want to set up my own business in the Private Investigator sector?**
  A PSA Private Investigator Contractors Licence is required to operate as a sole trader, company or partnership who provides Private Investigator services in the Republic of Ireland. Contractors in the Private Investigator Sector must obtain and maintain certification on a yearly basis to the PSA Standard for the licensing of Private Investigator Contractors (PSA 42:2015).

- Further information on contractor licensing is available on our website.

Any person employing an unlicensed Private Investigator 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.

For further information on the PSA and security industry licensing visit www.psa-gov.ie