



SECURITY PROGRAM UPDATE

The Department of Licensing and Consumer Protection (DLCP), Occupational and Professional Licensing (OPL), Security Program will implement an administrative policy change related to the expiration date for specific license types. This change will impact Security Officers (SO), Special Police Officers (SPO), Special Campus Police (SCP), and Security Agency licenses. These licenses will now expire based upon the date of issuance and/or last renewal date.

Our goal with this change is to allow us to simplify the licensing process. This will also allow license holders and businesses to receive the maximum benefit of their licenses. The license term will now use the date of issuance and/or last renewal date. The previous practice relied on a set expiration date that often results in a license duration that may have been significantly less than the full license term.

License Type	Current Renewal Expiration	New Renewal Expiration	District of Columbia Municipal Regulations (DCMR)
Security Officers (SO)	April 30th – Bi-annually Even Year	Two years from the date of issuance and/or last renewal date	DC MR 17 – Business, Occupations & Professions, Chapter 21, Section 2100.4
Special Police Officer (SPO)	May 31st – Annually	One year from the date of issuance and/or last renewal date	DC MR 6A – Police Personnel, Chapter 11, Section 1108.1

Special Univ/Campus Police Officers (SCP)	<u>May 31st</u> – Bi-annually Odd Year	Two years from the date of issuance and/or last renewal date	DC MR 6A – Police Personnel, Chapter 12, Section 1200.4
All Security Agency Types (SAB, SAI, SAC, PDB, PAI)	<u>October 31st</u> – Bi-annually Odd Year	Two years from the date of issuance and/or last renewal date	DC MR 17 – Business, Occupations & Professions, Chapter 21

What does this mean:

Security Agency (SAB, SAI, PDB and PAI):

- If you received a new license after October 31, 2023, your license expiration date will be changed to expire two years from the date of license issuance.
- If your renewal license was approved after October 31, 2023, your license expiration date will be changed to expire two years after the renewal license approval date.
- *Example: If a security agency license application is received May 1, 2024, and approved on May 15, 2024, the agency license issuance/approval date will be May 15, 2024, and the expiration date will be May 15, 2026, instead of the set expiration date of October 31, 2025.*

Security Officers (SO):

- If you received a new license after April 30, 2022, your license expiration date will be changed to expire two years from the date of license issuance.
- If your renewal license was approved after April 30, 2022, your license expiration date will be changed to expire two years after the renewal license approval date.
- Otherwise, your expiration date will remain April 30, 2024.
- *Example: If an SO license application is received May 15, 2024, and approved on June 1, 2024, the SO license issuance/approval date will*

be June 1, 2024, and the expiration date will be June 1, 2026, instead of the set expiration date of April 30, 2026.

Special Police Officers (SPO):

- If you received a new license after June 1, 2023, your license expiration date will be changed to expire one year from the date of license issuance.
- If your renewal license was approved after June 1, 2023, your expiration date will be changed to expire one year after the renewal license approval date.
- Otherwise, your expiration date will remain May 31, 2023.
- *If an SPO license application is received July 15, 2024, and approved on August 1, 2024, the SPO license issuance/approval date will be August 1, 2024, and the expiration date will be August 1, 2025 instead of May 31, 2025.*

Special Campus Police (SCP):

- If you received a new license after June 1, 2023, your license expiration date will be changed to expire two years from the date of license issuance.
- If your renewal license was approved after June 1, 2023, your expiration date will be changed to expire two years after the renewal license approval date.
- Otherwise, your expiration date will remain May 31, 2025.
- *If an SCP license application is received August 15, 2024, and approved on September 1, 2024, the SCP license issuance/approval date will be September 1, 2024, and the expiration date will be September 1, 2026, instead of set expiration date of May 31, 2026.*

Should you have any questions regarding this expiration date policy change, please contact us via email at dlcp@dc.gov, or by phone at [\(202\) 442-4320](tel:(202)442-4320).

Thank you for doing business in the District of Columbia.