

Licensing guide

Licensing requirements for the different
states in Australia

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Licensing requirements



A state by state guide for advising, selling and installing security screens in Australia.

1

Introduction

There are currently two types of licences required by states and territories for security screen operators in Australia. Some states and territories don't require either. These licences are:

- Building Licence – this is generally required to carry out work on site over a specified sales value (check each states requirement).
- Security Licence – this is authorising the licensee to sell, install, maintain, repair, service and provide advice in relation to a security check, this incorporates a background check of the person or a business to ensure they have not been found guilty of any prescribed offences.

Both Licence types may require a company licence and a personal licence.

A summary of the licensing requirements by state/territory are under:

	BUILDING LICENCE	SECURITY LICENCE
Queensland	QLD Building and Construction Commission	—
Northern Territory	—	—
Western Australia	WA Building Commission	WA Police
New South Wales	NSW Fair Trading	NSW Police
Australian Capital Territory	—	Access Canberra
Victoria	Victorian Building Authority	—
Tasmania	—	—
South Australia	Consumer and Business Services	—

Table 1 – Licensing requirements by state

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Queensland

BUILDING

In Queensland, the building regulator is [Queensland Building and Construction Commission \(QBCC\)](#). One of the following licences is required to carry out any screening fabrication or installation for any building work valued over \$3,300.

- Non-Structural Metal Fabrication and Installation
- Carpentry
- Glass, Glazing and Aluminium
- Builder Open
- Builder – Low Rise (but only for class 1 and 10 buildings and class 2-9 buildings with a gross floor area not exceeding 2000m², but not including Type A or B construction)
- Builder Medium Rise (but only for buildings that are to a maximum of 3 storeys, but not including Type A Construction on classes 4-9 buildings)

If your company holds one of the above licences, then any employee carrying out installation does not need an individual licence as the company takes responsibility for the work carried out under its licence. If a company sub-contracts installation to other than its employees, then the sub-contractor requires their own licence as they do not work for the company. The company may be a sole trader or individual as the only employee of the business.

SECURITY LICENCE

Currently there is no requirement for a security licence in Queensland for installing security screens.



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3 New South Wales

BUILDING

The [NSW Department of Fair Trading](#) is one of the authorities for the installation of security grilles and equipment. It breaks down their requirements into two parts, as follows:

1. Security Industry Licensees

To install security doors, grilles and equipment in any building, you must hold a Security Industry Act licence (Class 2C or 2E or 2F). If the building you are doing work in is a home, and you are only doing work authorised by your licence (that is, installing security doors, grilles and equipment) the requirements in the Home Building Act 1989 will not apply to you. However, you will need to ensure that you are complying with the requirements of the Security Industry Act 1997. For further information on Security Industry Licences please refer to [NSW Police](#).

2. Home Building Licensees

If you are licensed under the Home Building Act 1989 in the categories of general building work, metal fabrication or minor maintenance, the requirements in the Security Industry Act 1997 will not apply to you. However, you will need to ensure that you comply with the requirements of the Home Building Act 1989.

SECURITY LICENCE

The [NSW Police](#) are the industry regulators for security licences within New South Wales, the police regulate licensing under the [Security Licensing & Enforcement Directorate \(SLED\)](#).

Operative Licence

2B Security Seller - An 'Individual' Master Security Licence will authorise you to carry on the the services under

a Class 2B Security Operative Licence:

- Sell security equipment and provide advice on its use. You are not licensed to install, maintain or repair security equipment.
- Receive payment for referring a client to another licensed security operator.
- Negotiate or obtain contracts to supply security equipment or security operatives to carry on security activity.
- Be paid to negotiate contracts on someone else's behalf to carry on security activity.

2C Security Equipment Specialist –

Class 2C Security Equipment Specialist authorises the licensee to:

- Sell, install, maintain, repair, service and provide advice in relation to security equipment. This includes;



electronic security equipment like CCTV and alarm systems and barrier equipment like fencing and security roller doors. You can also work as a locksmith

Master (Business) Licence

- If you hold a Master Security Licence as an individual (i.e. not a corporation or government agency), it will authorise you to carry on the security activities authorised by a Class 2B (Security Seller) Licence. As of 1 June 2023, you will no longer need to also hold the Class 2B Security Operative Licence.
- Class MB authorises the holder to provide no more than 3 persons on any one day to carry on security activities, each of whom must be the holder of a Class 1 or Class 2 licence.
- Class MC authorises the holder to provide no more than 14 persons on any one day to carry on security activities, each of whom must be the holder of a Class 1 or Class 2 licence.
- Class MD authorises the holder to provide no more than 49 persons on any one day to carry on security activities, each of whom must be the holder of a Class 1 or Class 2 licence.
- Class ME authorises the holder to provide an unlimited number of persons on any one day to carry on security activities, each of whom must be the holder of a Class 1 or Class 2 licence.

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4 Australian Capital Territory

BUILDING

Currently there is no requirement for a building licence in ACT for installing security screens.

SECURITY

[Access Canberra](#) is responsible for industry licensing in the ACT under the Security Industry Act 2003. Licences under this Act are divided into 5 classes:

1. master licences
2. employee licences
3. trainer licences
4. temporary licences and
5. temporary visitor licences

Employee licences and temporary visitor licences are further divided into subclasses. If a person is not eligible for an employee licence, the person may be eligible for a temporary licence. You must have a recent (less than 2 months old) fingerprint-verified Police Certificate when applying for a security licence. You can apply for a security licence online through Access Canberra. Licences which are applicable to our industry are:

Master Licences

A master licence is a licence that authorises the licensee to employ or provide people to carry on a security activity. However, the licensee may only employ or provide a person to carry on a security activity if the person holds an employee licence, a trainer licence, a temporary licence or an employee temporary visitor licence.

Employee Licences

Employee licences are only valid whilst the applicant is employed by a licensed ACT security master. You will need to provide a declaration completed by your employer to endorse your application.

An employee licence is a licence that authorises the licensee to:

- a. sell security equipment (2B)
- b. carry out surveys and inspections of security equipment (2C)
- c. give advice about security equipment (2D)
- d. install, maintain, monitor, repair or service security equipment (2E)



Trainer Licences

A trainer licence is a licence that authorises the licensee to provide training in relation to security activities. A trainer licence may relate to particular security activities, or security activities generally.

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Victoria

BUILDING

[The Victorian Building Authority \(VBA\)](#) are the industry regulators. Building registration is required and split into two categories, domestic and commercial.

Any domestic building (class 1, 10a & 10c) requires registration if any work is over \$10,000 (Inc GST). For installation of security screens a “Domestic builder - limited registration class limited to attaching external fixtures” is required.

Registration is only required if you seek to carry out two or more of the following classes of domestic building work under one contract:

- Domestic Builder (limited to bathroom, kitchen and laundry renovation)
- Domestic Builder (limited to bricklaying and blocklaying)
- Domestic Builder (limited to cabinet making, joinery and stair construction)
- Domestic Builder (limited to the construction of gates and fences)
- Domestic Builder (limited to construction of non-habitable building structures)
- Domestic Builder (limited to the construction of private bushfire shelters)
- Domestic Builder (limited to construction of retaining walls)
- Domestic Builder (limited to the construction of shade structures)
- Domestic Builder (limited to the construction of swimming pools and spas)
- Domestic Builder (limited to door and window replacement and installation)
- Domestic Builder (limited to earthworks and excavation work)
- Domestic Builder (limited to external wall cladding)
- Domestic Builder (limited to footings and slab work)
- Domestic Builder (limited to framing)
- Domestic Builder (limited to re-stumping and re-blocking)
- Domestic Builder (limited to roof tiling)
- Domestic Builder (limited to site works involved in relocating a dwelling)



- Domestic Builder (limited to the construction of structural landscaping)
- Domestic Builder (limited to attaching external fixtures)
- Domestic Builder (limited to erection of poles, masts and antennas)
- Domestic Builder (limited to floor finishing and covering)
- Domestic Builder (limited to glazing work)
- Domestic Builder (limited to insulation work)
- Domestic Builder (limited to painting and decorating)
- Domestic Builder (limited to sheet plastering)
- Domestic Builder (limited to solid plastering and rendering)
- Domestic Builder (limited to floor and wall tiling work)

Any commercial building (class 2 to 9 and 10b) requires a separate registration from a domestic registration. The registration class is Commercial Builder (Limited to the Installation of Blinds and Awnings work).

SECURITY LICENCE

Currently there is no requirement for a security licence in Victoria for installing security screens.

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6 Western Australia

BUILDING

Currently there is no requirement for a building licence in Western Australia for installing security screens.

SECURITY LICENCE

The [WA Police](#) are the industry regulators for security licences within Western Australia. The police licensing services split the licensing into two main licences, 1. Security Agent and 2. Non-Agent. The Agent licence authorises you to advertise and supply. The Non-Agent is broken up into either a consultant or installer licence.

Security Agent Licence

This licence authorises you to advertise and supply the services of Security Officers, Security Bodyguards, Security Consultants or Security Installers. It does not authorise you to work as a Security Officer, Security Bodyguard, Security Consultant or Security Installer.

Non-Agent Licences

You must hold the appropriate licence (consultant or installer) to perform the services defined by the Security and Related Activities (Control) Act. For our industry both consultant and installer licences are class 3 security doors as prescribed in Regulation 7 of the Act.

Security Consultant Licence

This licence authorises you to investigate and advise on matters relating to the watching, guarding and protection of property, as well as going from place to place seeking out persons who may be prepared to enter into contracts for the supply of security equipment or services. Under Regulations 26, Security Consultants are divided into 4 classes:

- **Class 1:** Consult in safes, vaults and locks of a kind prescribed in Regulation 6.
- **Class 2:** Consult in security alarms, closed circuit television for security purposes, equipment and devices prescribed in Regulation 8.
- **Class 3:** Consult in security doors as prescribed in Regulation 7.
- **Class 4:** Consult in matters relating to watching, guarding or protecting of property.



Security Installer Licence

This licence authorises you to install, maintain and repair security equipment controlled by the Act. This licence does not apply to installers of security equipment in vehicles, vessels or aircraft. Under Regulations 27, Security Installers are divided into 4 classes:

- **Class 1:** Install, maintain and repair safes, vaults and locks of a kind prescribed in Regulation 6.
- **Class 2:** Install, maintain and repair security alarms, closed circuit television for security purposes, equipment and devices prescribed in Regulation 8.
- **Class 3:** Install, maintain and repair security doors as prescribed in Regulation 7.
- **Class 4:** Install locks of a kind referred to in Regulation 6.

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Tasmania

BUILDING

Currently there is no requirement for a building licence in Tasmania for installing security screens.

SECURITY

Currently there is no requirement for a security licence in Tasmania for installing security screens.



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South Australia

BUILDING

The [Consumer and Business Services](#) is the industry regulator and licencing authority for building in South Australia. A building licence is required to install any screen onto a building or their part of, and from any value. A copy of a national police check by the South Australian Police is required with submission for this licence along with other criteria.

SECURITY

There is no individual security licence required for installing security screens in [South Australia](#), however there is a security check required as part of the building licence requirement (see above).



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Nothern Territory

BUILDING

Currently there is no requirement for a building licence in the Northern Territory for installing security screens.

SECURITY

Currently there is no requirement for a security licence in the Northern Territory for installing security screens.



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