



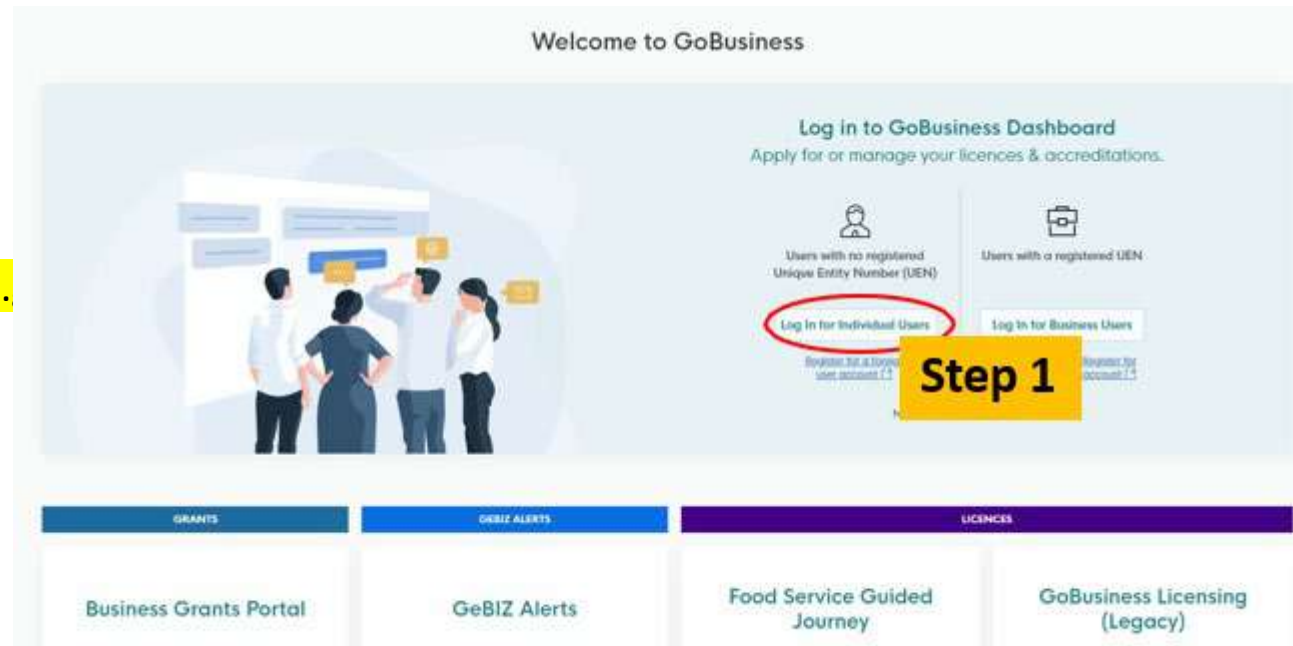
Guide to Apply New SO License

Guide to Apply New SO License

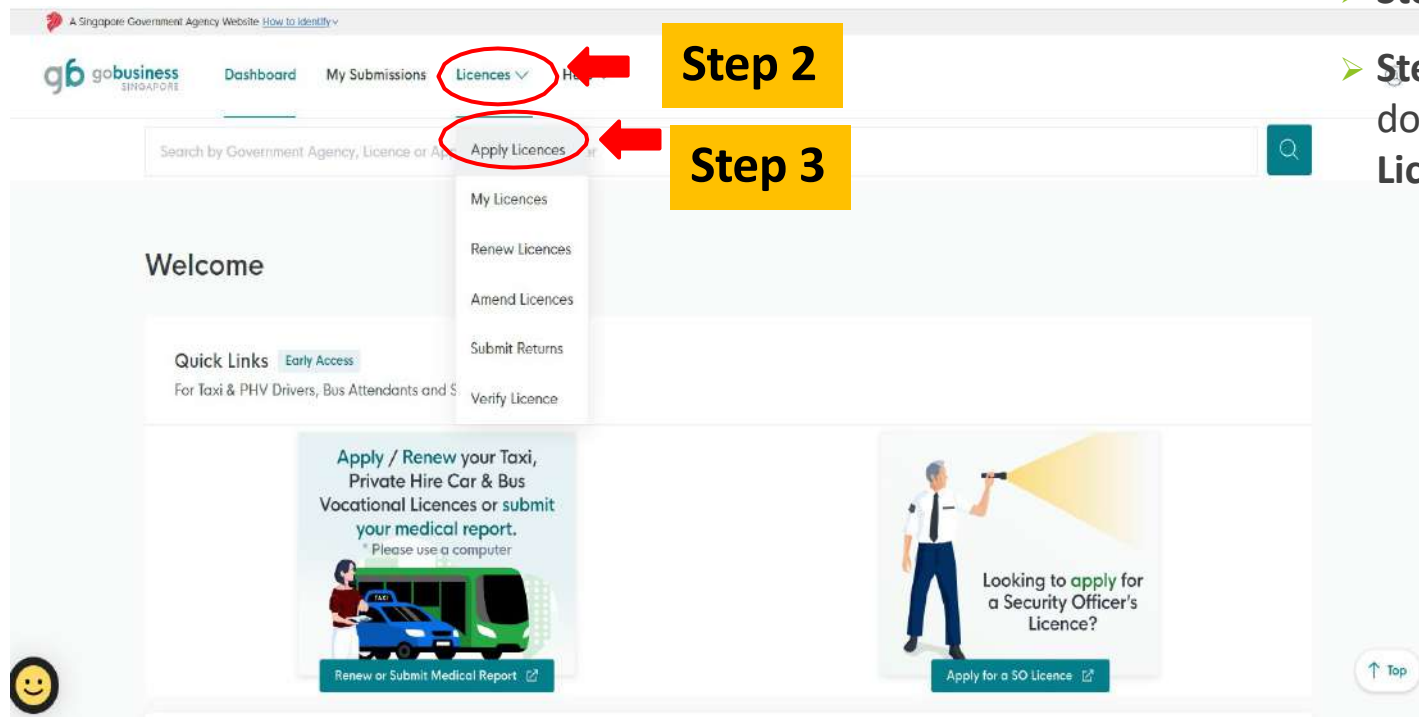
➤ **Step 1:** Login GoBusiness via your SingPass

➤ Link:

<https://dashboard.gobusiness.v.sg/login>



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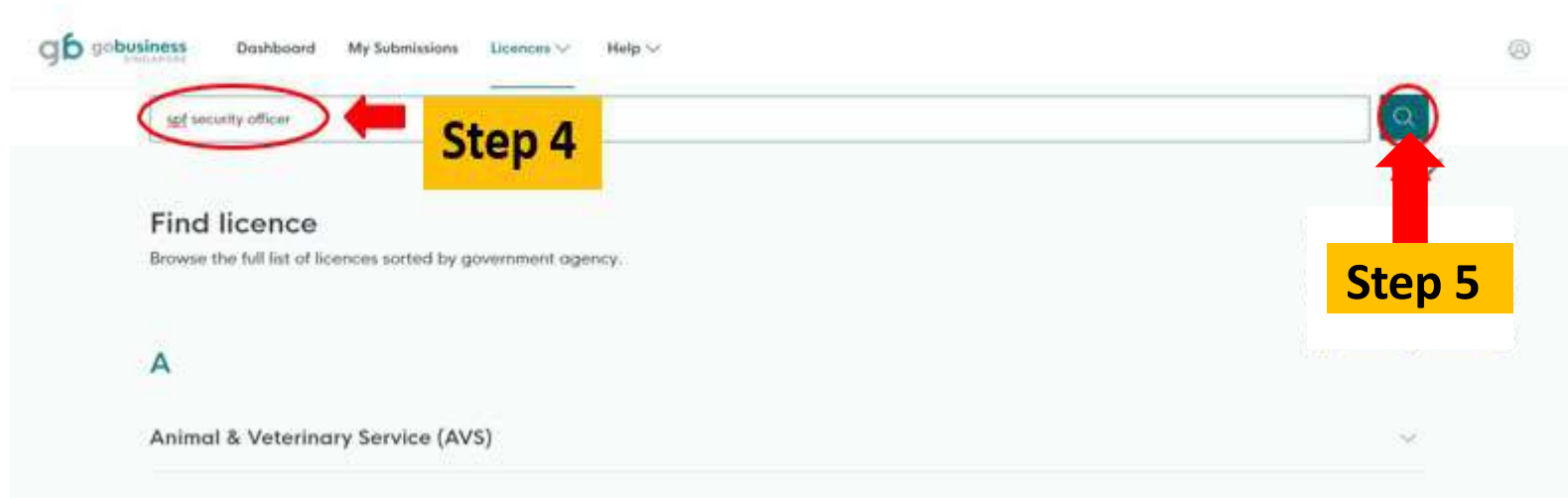


➤ **Step 2: Select Licenses**

➤ **Step 3: From the drop down list, select **Apply Licences****

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- **Step 4: Type SPF Security Officer**
- **Step 5: Click search**



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The screenshot shows the gobusiness SINGAPORE website interface. At the top, there is a navigation bar with links for Dashboard, My Submissions, Licences, and Help. A search bar contains the text "spf security officer". Below the search bar, the results are displayed under the heading "Search Results for 'spf security officer'". There are four tabs: All Results (1), My Licences (0), My Submissions (0), and Available Services (1). The "Available Services" tab is selected. Under this tab, there is a card titled "Apply for Security Officer Licence" by the Singapore Police Force (SPF). Inside this card, the word "Apply" is circled in red. A red arrow points from a yellow box labeled "Step 6" to the "Apply" button. The website also features a user profile icon in the top right and a "Top" button in the bottom right.

gobusiness SINGAPORE Dashboard My Submissions Licences Help

spf security officer

Search Results for "spf security officer"

All Results (1) My Licences (0) My Submissions (0) Available Services (1)

Available Services

Apply for Security Officer Licence
Singapore Police Force (SPF)

Apply

Step 6

➤ **Step 6: Click Apply**

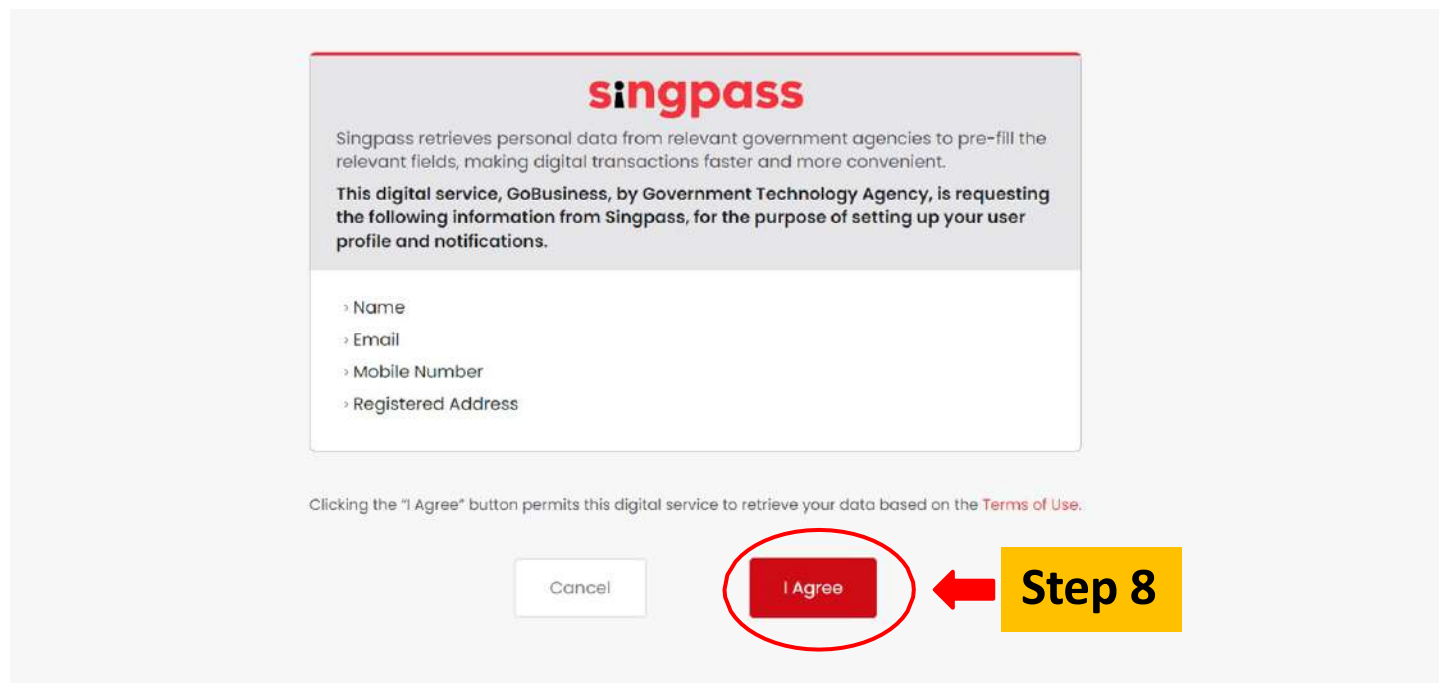
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➤ Step 7: Click Apply

The screenshot shows the 'Apply for Security Officer Licence' page on the gobusiness.singapore website. The page has a header with the gobusiness logo and navigation links: Dashboard, My Submissions, Licences, and Help. A search bar is located below the header. The main content area is titled 'Apply for Security Officer Licence' with a subtitle 'Licences (New) - SPF'. On the right side of this section, there is a teal 'Apply' button, which is circled in red. A red arrow points from a yellow box labeled 'Step 7' to this button. Below the main content area, there is a 'Details' section with text explaining the role of a security officer and a list of functions. To the right of the details is a 'Fees and additional information' section. At the bottom of the page, there is a teal 'Apply' button and a 'Top' button.

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➤ Step 8: Login via your SingPass and click **I Agree**



The screenshot shows a Singpass consent dialog box. At the top is the Singpass logo. Below it, a paragraph states: "Singpass retrieves personal data from relevant government agencies to pre-fill the relevant fields, making digital transactions faster and more convenient." This is followed by a bold statement: "This digital service, GoBusiness, by Government Technology Agency, is requesting the following information from Singpass, for the purpose of setting up your user profile and notifications." Below this, a list of requested information items is shown: Name, Email, Mobile Number, and Registered Address. At the bottom of the dialog, there is a line of text: "Clicking the 'I Agree' button permits this digital service to retrieve your data based on the Terms of Use." Below the dialog, there are two buttons: a grey "Cancel" button and a red "I Agree" button. The "I Agree" button is circled in red. To the right of the "I Agree" button is a yellow box with the text "Step 8" and a red arrow pointing left towards the button.

singpass

Singpass retrieves personal data from relevant government agencies to pre-fill the relevant fields, making digital transactions faster and more convenient.

This digital service, GoBusiness, by Government Technology Agency, is requesting the following information from Singpass, for the purpose of setting up your user profile and notifications.

- › Name
- › Email
- › Mobile Number
- › Registered Address

Clicking the "I Agree" button permits this digital service to retrieve your data based on the [Terms of Use](#).

Cancel **I Agree**

Step 8

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- **Step 9:** Fill in the details under **Applicant Detail** accordingly

You are applying for Security Officer Licence (SPF)

All fields are mandatory unless stated as optional. Please note that processing time may be delayed if incomplete or inaccurate information is submitted.

🕒 Estimated 10 Minutes to complete

STEP 1

General Information

Review and fill the following details for application.

Profile

I am applying

☒ As an applicant

☐ On behalf of applicant

Applicant Detail

Step 9

Salutation

Select

Name

MOHAMED ABDOUL SUKOR BIN JOHARI

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- **Step 10:**
- Fill in the details under **Applicant Detail** accordingly

Applicant Detail ← **Step 10**

Salutation
Mr

Name
MOHAMED ABDUL SUKOR BIN JOHARI

ID Type
NRIC

ID No.
****7276J

Email
SYUKLARON@GMAIL.COM

Contact Number
+65 8304 8444

Address

Postal Code

Guide to Apply New SO License

ID No.
****123A

Email
SAMYEO@GMAIL.COM

Contact Number
+65 9123 4567

Address

Postal Code
123456

Block/House No.
123

Street Name
JURONG EAST

Floor/Level (Optional)
01

Unit (Optional)
01

Building Name
NIL

Save Draft

Application Details →

✓ Saved
Your form has been saved.

Step 11

➤ **Step 11:** Fill in the details required under **Applicant Detail** accordingly

➤ **Step 12:** Click on **Application Details**

Step 12

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✓ Saved
Your form is

STEP 2

Application Details for Security Officer Licence (SPF)

Fill in the following details.

Additional Particulars of Applicant



Step 13

➤ **Step 13:** Fill in the **Additional Particulars of Applicant** accordingly

Race (Optional)

Select

Country of Birth

Select

Highest Academic Qualification

Select

Name of Next of Kin

0/60

Contact No of Next of Kin

+65

E.g. 8123 4567

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Courses Attended

Step 14

Courses Attended

- ☐ Advance security Course Conducted By APPO-Asian Protection Pte Ltd (before 1 January 1996)
- ☐ Airport Police Division (APD) Security Screening Certified - AVSO/Former AVSO
- ☐ Airport Police Division Front Loader (ASA) Certified
- ☐ Basic Auxiliary Police Officer Course Conducted By CISCO-Or AETOS AFF Training School
- ☐ Basic Protection Officer Course Conducted By APPO-Asian Protection Pte Ltd (before 1 November 2002)
- ☐ Basic Security Course (before 1 November 2002)
- ☐ Basic Security Training Conducted By APPO-Asian Protection Pte Ltd (before 1 November 2002)
- ☐ CAMS Operator
- ☐ Certificate In Hotel Security Management Organised By SHATEC (before 1 January 1998)
- ☐ Diploma In Management & Police Studies By Temasek Polytechnic
- ☐ Diploma In Police Studies And Security Management Offered By Temasek Polytechnic
- ☐ Diploma In Police & Security Studies By Temasek Polytechnic
- ☐ Diploma In Security & Fire Safety Management Offered By Temasek Polytechnic
- ☐ Diploma In Security & Fire Safety Studies By Temasek Polytechnic
- ☐ Essential Security Guarding Course Conducted By Group 4 CISCO Training (before 1 January 1996)
- ☐ Hotel Security Operations Organised By SHATEC (before 1 January 1998)
- ☐ Security Supervisors Course Examination Certified By SHRI or RSLC (before 1 August 2004)
- ☐ Specialised Guarding Skill Conducted By Group 4 CISCO Training (before 1 January 1996)
- ☐ Supervising Security Activities Conducted By Group 4 CISCO Training (before 1 August 2004)
- ☐ The Security Managers And Chief Security Officers Course Conducted By APPO-Asian Protection Pte Ltd (before 1 August 2004)
- ☐ None of the above

➤ **Step 14:** Tick on the check box that is most appropriate to you under **Courses Attended**

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Past Work Experience



Step 15

Do you have any work experience in a uniformed organisation?

☐ Yes

☐ No

- **Step 15:** Tick on the check box that is most appropriate to you under **Past Work Experience**

- If you select **Yes** you need to fill in **Details of Past Work Experience** & upload Supporting Documents section.
- If you select **No** you may proceed to the next step

Other Information



Step 16

Are you currently in possession of a Security Officer's licence under another FIN / NRIC Number?

✓ YES

✗ NO

Have you suffered, or are suffering from any mental condition or mental illness?

✓ YES

✗ NO

- **Step 16:** Select **Yes/ No** under **Other Information**

Guide to Apply New SO License

Supporting Documents

Training Certificate(s) (Optional)

Only 1 file at 5 MB or less.
File name must have no more than 130 characters and no spaces. Only letters (a-z), numbers (0-9), underscores (_), and hyphens (-) are allowed.
Scanned Copy of the Training Certificate(s)

File format: docx, doc, pdf, png, jpeg, gif, jpg

Drop a file here or click to upload

Experience (Optional)

Only 1 file at 2 MB or less.
File name must have no more than 130 characters and no spaces. Only letters (a-z), numbers (0-9), underscores (_), and hyphens (-) are allowed.
Scanned Copy of Experience. E.g. Certificate of Service (COS), Service Transcript (ST), Promotion Cert etc

File format: docx, doc, pdf, png, jpeg, gif, jpg

Drop a file here or click to upload

Work Permit (Optional)

Only 1 file at 2 MB or less.
File name must have no more than 130 characters and no spaces. Only letters (a-z), numbers (0-9), underscores (_), and hyphens (-) are allowed.
Scanned copy of the Work Permit (front and back).

File format: jpg, pdf, png, jpeg, gif

Origin Country Identification Card (Optional)

Only 1 file at 2 MB or less.
File name must have no more than 130 characters and no spaces. Only letters (a-z), numbers (0-9), underscores (_), and hyphens (-) are allowed.
Scanned copy of the Origin Country Identification Card (front and back). Mandatory for Foreigners.

File format: jpg, pdf, png, jpeg, gif

Drop a file here or click to upload

Passport for Foreigner (Optional)

Only 1 file at 2 MB or less.
File name must have no more than 130 characters and no spaces. Only letters (a-z), numbers (0-9), underscores (_), and hyphens (-) are allowed.
Scanned copy of Passport. Mandatory for Foreigners.

File format: jpg, pdf, png, jpeg, gif

Drop a file here or click to upload

Certificate of Good Conduct for Foreigner (Optional)

Only 1 file at 2 MB or less.
File name must have no more than 130 characters and no spaces. Only letters (a-z), numbers (0-9), underscores (_), and hyphens (-) are allowed.
Scanned copy of valid Certificate of Good Conduct issued within a 3-month period for Foreigner. Mandatory for Foreigners.

File format: jpg, pdf, png, jpeg, gif

Drop a file here or click to upload

← General Information

Save Draft

Review Form →

- **Step 17: Click on Review Form**

Step 17

Guide to Apply New SO License

- **Step 18:** Click **Declaration** if all the information are correct

Review Form
Please review the following details carefully. You will not be able to edit these details when you proceed to the next step.

General Information

Profile
I am applying
As an applicant

Applicant Detail
Selection:
Nil
Name:
MUHAMMAD ABDUL SUKOR BIN JONARI
ID Type & ID Number:
NRIC: *****2226J
Email:
SYUKLAFON@GMAIL.COM
Contact Number:
+65 8304 8424
Address:
182A WOODLANDS STREET 13, #05-729 N1L, Singapore 731182

Application Details for Security Officer Licence (SPF)

Additional Particulars of Applicant

Origin Country Identification Card (Optional)
Only 1 file at 2 MB or less.
Scanned copy of the Origin Country Identification Card (front and back). Mandatory for Foreigners.
File format: jpg, pdf, png, jpeg, gif

Passport for Foreigner (Optional)
Only 1 file at 2 MB or less.
Scanned copy of Passport. Mandatory for Foreigners.
File format: jpg, pdf, png, jpeg, gif

Certificate of Good Conduct for Foreigner (Optional)
Only 1 file at 2 MB or less.
Scanned copy of valid Certificate of Good Conduct issued within a 3-month period for Foreigner. Mandatory for Foreigners.
File format: jpg, pdf, png, jpeg, gif

Step 18

← Back to Edit **Declaration** →

Guide to Apply New SO License

STEP 4

Declaration

Please scroll to read and acknowledge the following clauses.

General Declaration

I declare that all the information given in this application form is true and correct.

I am aware that legal action may be taken against me if I had knowingly provided false information.

I agree that in any legal proceedings, I shall not dispute the authenticity or accuracy of any statements, confirmations, records, acknowledgements, information recorded in or produced in this application.

☐ hereby declare that all of the above is true.

Step 19

← Review Form

Make Payment →

Step 20

Step 19: Tick on the check box

Step 20: Click Make Payment

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DESCRIPTION	GST	AMOUNT
Security Officer Licence		
Application Fee	-	\$16.00
	Subtotal	\$16.00
	Amount Payable	\$16.00

➤ **Step 21:** Make payment via Debit Card or Credit Card (\$16). Key in card details

Payment method

Please choose a payment method.

We Accept

Add Card Details

[Autofill link](#)

What is a CVC?

☐ Save as my new default card

[Make Payment](#)

Step 21

Guide to Apply New SO License

We have received your application

Thank you for your application. You will receive updates on it via email.

Payment Summary

DESCRIPTION	QST	AMOUNT
Security Officer Licence Application Fee	-	\$16.00
	Subtotal	\$16.00
	Total Paid	\$16.00

[Download Tax Invoice](#)

Receipt No.
TN241007000267

Next Steps

We will send you an email notification when there are changes to your application status. Alternatively, you may log in to track your status via the dashboard below.

For application enquiries, you may contact GoBusiness Helpdesk at 63363373 or email AskGoBiz@crimsonlogic.com.sg.

[Return to Dashboard →](#)

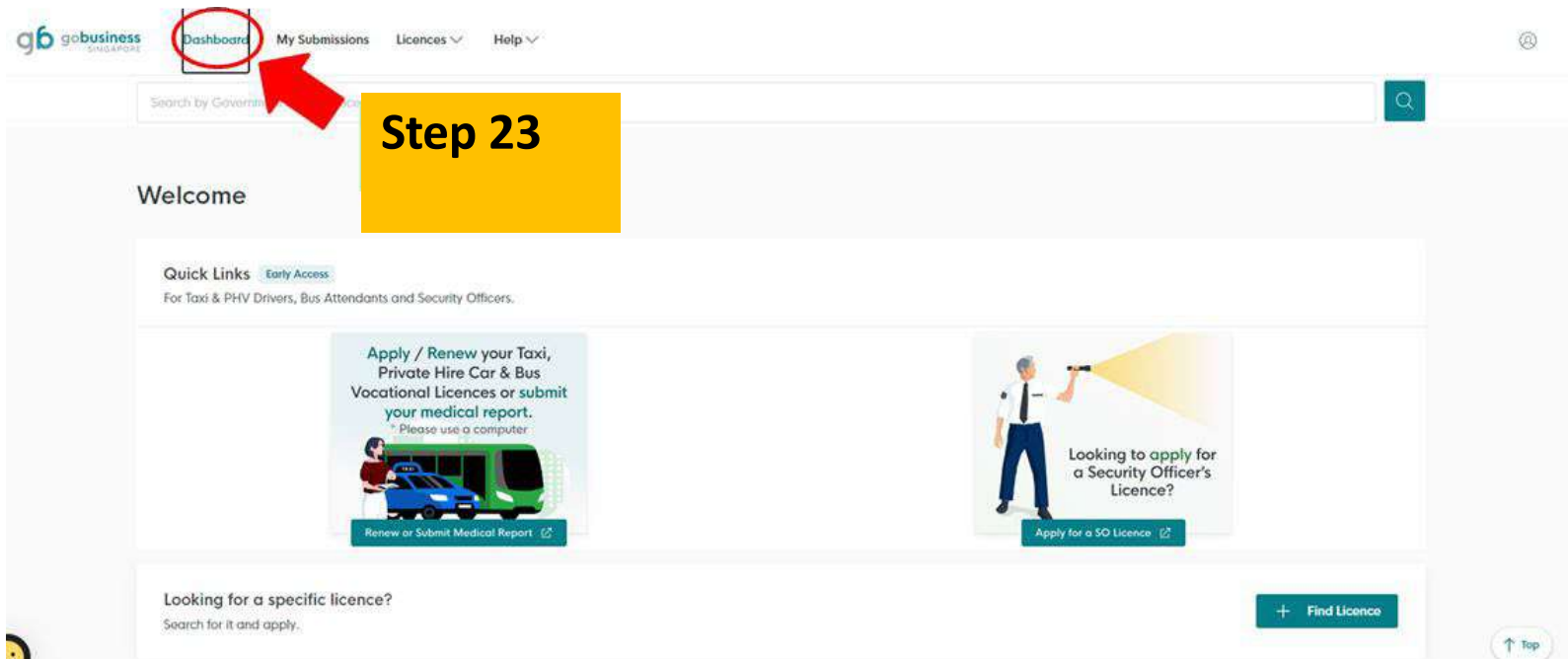
Step 22:
Click **Return to Dashboard.**

Step 22



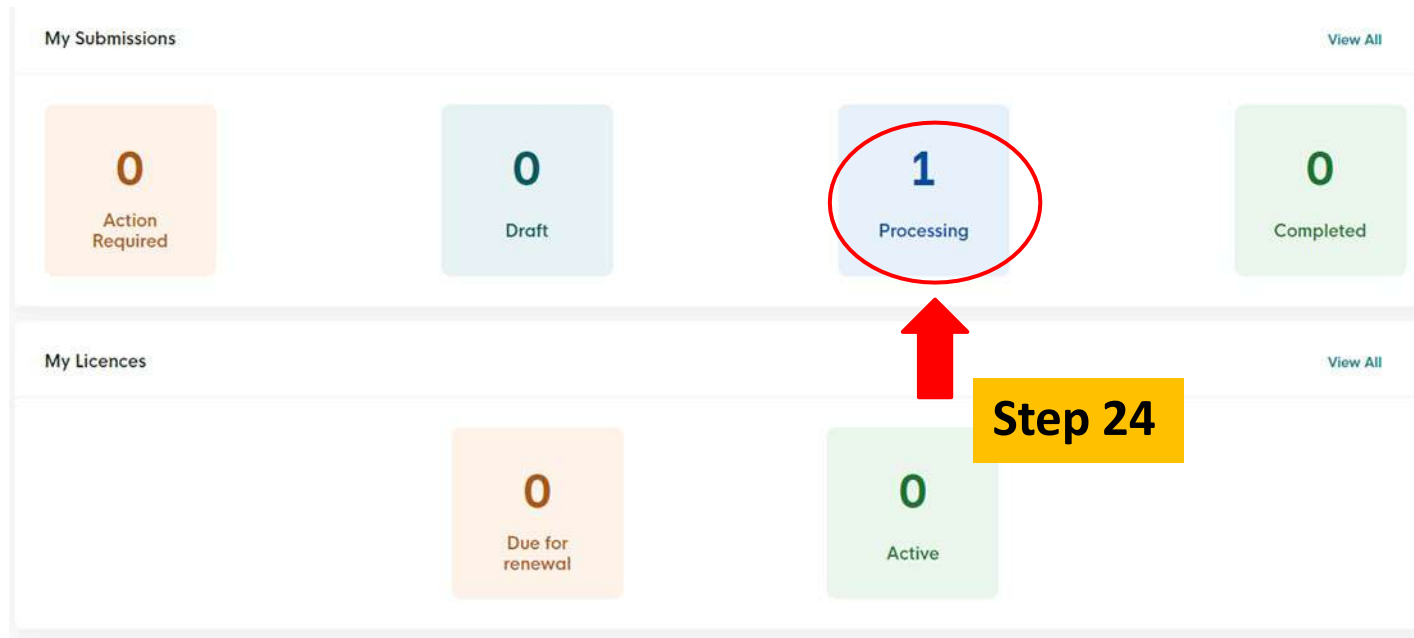
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➤ Step 23: Click on Dashboard



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- **Step 24:** You should view your application under **Processing**. Need to wait for PLRD reply through your email.



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If you need further clarifications
please contact :

**POLICE LICENSING REGULATORY
DEPARTMENT (PLRD)**

Hotline: 6835-0000

Email: spf_licensing_feedback@spf.gov.sg