APA-1

TRANSMITTAL SHEET FOR NOTICE OF INTENDED ACTION

Control No.: 304

Department or Agency: Alabama Electronic Security Board of Licensure

Rule No.: 304-X-1-.05

Rule Title: Educational Requirements

Intended Action: Amend

Would the absence of the proposed rule significantly harm or endanger the public health, welfare, or safety? Yes

Is there a reasonable relationship between the state's police power and the protection of the public health, safety, or welfare? Yes

Is there another, less restrictive method of regulation available that could adequately protect the public? No

Does the proposed rule have the effect of directly or indirectly increasing the costs of any goods or services involved? No

To what degree?: N/A

Is the increase in cost more harmful to the public than the harm that might result from the absence of the proposed rule? NA

Are all facets of the rule-making process designed solely for the purpose of, and so they have, as their primary effect, the protection of the public? Yes

Does the proposed action relate to or affect in any manner any litigation which the agency is a party to concerning the subject matter of the proposed rule? No

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Does the proposed rule have an economic impact? No

If the proposed rule has an economic impact, the proposed rule is required to be accompanied by a fiscal note prepared in accordance with subsection (f) of Section 41-22-23, Code of Alabama 1975.

Certification of Authorized Official

I certify that the attached proposed rule has been proposed in full compliance with the requirements of Chapter 22, Title 41, Code of Alabama 1975, and that it conforms to all applicable filing requirements of the Administrative Procedure Division of the Legislative Services Agency.

Signature of certifying officer: Janet Robinson

Janet Robinson

Date: Monday, September 21, 2026

REC'D & FILED

SEP 21, 2026

LEGISLATIVE SVC AGENCY

APA-2

ALABAMA ELECTRONIC SECURITY BOARD OF LICENSURE

NOTICE OF INTENDED ACTION

AGENCY NAME: Alabama Electronic Security Board of Licensure

RULE NO. & TITLE: 304-X-1-.05 Educational Requirements

INTENDED ACTION: Amend

SUBSTANCE OF PROPOSED ACTION:
To amend in order to reduce the maximum number of required CEUs from twelve (12) annually to eight (8) annually. Also to reduce the number of CEUs required from eight (8) annually to four (4) annually for those who qualify. Additionally, to amend to allow for training instructors to submit certificates for classes taught as CEU or certification credit.

TIME, PLACE AND MANNER OF PRESENTING VIEWS:
Written comments may be submitted to:
Alabama Electronic Security Board of Licensure
7956 Vaughn Road, PMB 392
Montgomery, AL 36116

Public Hearing:
Tuesday, November 17, 2026, 9:30 a.m.
Halcyon Pointe--Building I--Meeting Room
7515 Halcyon Summit Drive
Montgomery, AL 36117

FINAL DATE FOR COMMENT AND COMPLETION OF NOTICE:
Tuesday, November 17, 2026

CONTACT PERSON AT AGENCY:
Janet Robinson, Executive Director
Alabama Electronic Security Board
of Licensure
7956 Vaughn Road, PMB 392
Montgomery, AL 36116
Telephone# 334-557-0983

Janet Robinson
Janet Robinson

(Signature of officer authorized
to promulgate and adopt
rules or his or her deputy)

304-X-1-.05 Educational Requirements.

(1) **Burglar Alarm (B)**

(a) Qualifying Agent licensed for the purpose of installing or servicing burglar alarm systems: an applicant must have completed a Board approved certification class (Level 1) and an advanced Board approved certification class and passed the proctored exams for both classes in order to obtain a license. A license will not be issued to a burglar alarm company unless the company has a licensed Qualifying Agent.

(b) Alarm System Installer licensed for the purpose of installing or servicing burglar alarm systems: an applicant must have completed a Board approved certification class (Level 1) and passed the proctored exam in order to obtain or renew a license.

(c) To ensure continued competency all, Qualifying Agents and Alarm System Installers must demonstrate completion of educational requirements equivalent to those required for current status (8 hours of approved continuing education units) or current status with their certification, annually, in order to obtain or renew a license. The demonstration of completion will be done at the time of renewal every two years providing proof of 16 total hours for the entire renewal cycle.

(2) **Monitoring Station (MS)**

(a) A Monitoring Station Operator is required to prove attendance at a Board approved class in order to obtain a new license.

(3) **Electronic Access Control (A)**

(a) Qualifying Agents licensed for the purpose of installing or servicing electronic access control: an applicant must have completed a Board approved certification class for electronic access control and passed the proctored exam in order to obtain a license. A license will not be issued to an electronic access control company unless the company has a licensed Qualifying Agent.

(b) All Electronic Access Control Installers who perform the duties of an electronic access control system (A) installer must demonstrate that they have completed a Board approved certification class or a Board approved certification class for electronic access control and passed the proctored exam for the class(es) in order to obtain or renew a license.

(c) To ensure continued competency, all renewing Qualifying Agents and Electronic Access Control System Installers who perform the duties of an installer must demonstrate completion of educational requirements equivalent to those required for current status (8 hours of approved continuing education units) or current status with their certification, annually, in order to obtain or renew a license. The demonstration of completion will be done at the time of renewal every two years providing proof of 16 total hours for the entire renewal cycle.

(4) **Locksmiths (L)**

(a) Qualifying Agent licensed for the purpose of installing or servicing locks: an applicant must have completed a Board approved locksmith certification class and passed the proctored exam or a Board approved exam in order to obtain a license. A license will not be issued to a locksmith company unless the company has a licensed Qualifying Agent.

(b) A Locksmith licensed for the purpose of installing or servicing locks: an applicant must have completed a Board approved certification class and passed the proctored exam in order to obtain or renew a license.

(c) To ensure continued competency, all Qualifying Agents and Locksmith registrants who perform the duties of a locksmith, must demonstrate the completion of eight (8) hours of Board approved continuing education units, annually. The demonstration of completion will be done at the time of renewal every two years providing proof of 16 total hours for the entire renewal cycle.

(5) **CCTV(S)**

(a) A Qualifying Agent licensed for the purpose of installing or servicing closed circuit television systems: an applicant must have completed a Board approved certification class for CCTV and passed the proctored exam in order to obtain a license. A license will not be issued to a CCTV company unless the company has a licensed Qualifying Agent.

(b) All CCTV Installers who perform the duties of a surveillance (CCTV) installer must demonstrate that they have completed a Board approved certification class or a Board approved certification CCTV class and passed the proctored exam for the class in order to obtain or renew a license.

(c) To ensure continued competency, all Qualifying Agents and installer registrants who perform the duties for CCTV must

demonstrate completion of educational requirements equivalent to those required for current status (8 hours of approved continuing education units) or current status with their certification, annually, in order to obtain or renew a license. The demonstration of completion will be done at the time of renewal every two years providing proof of 16 total hours for the entire renewal cycle.

(6) **Salesperson (Sales)**

(a) A registrant who is primarily in burglar alarm, electronic access control or CCTV systems sales must pass a Board approved sales class in order to obtain a license.

(b) To ensure continued competency, all renewing registrants who perform the duties of a salesperson must demonstrate the completion of eight (8) hours of Board approved continuing education units, annually. The demonstration of completion will be done at the time of renewal every two years providing proof of 16 total hours for the entire renewal cycle.

(7) **Vehicle Security Professional (V)**

(a) A registrant who is employed as an automotive technician that creates transponder keys and/or key fobs must pass a Board approved automotive class or classes, including a proctored exam, pertaining to said creation in order to obtain a license.

(b) To ensure continued competency, all renewing registrants who perform the duties of a vehicle security professional must demonstrate the completion of eight (8) hours of Board approved continuing education unites, annually. The demonstration of completion will be done at the time of renewal every two years providing proof of 16 total hours for the entire renewal cycle.

(8) **General Comments and Special Considerations**

(a) A monitoring company that is using or is referred to by a burglar alarm company must be licensed in order for the burglar alarm company to gain a license. The burglar alarm company should obtain a copy of that license.

(b) Registrants licensed for multiple classifications based on areas of work shall only be required to demonstrate completion of continuing education units that total a maximum of ~~twenty-four (24)~~sixteen (16) units for their renewal cycle.

(c) Any ~~person~~individual in administrative management who has direct contact with customers and offers to undertake, represents himself or herself as being able to undertake, or does undertake the sales, installation, service, or monitoring of burglar alarm systems, electronic access control systems, closed circuit television systems, or locks must meet the educational requirements in 304-X-1-.05 for the activities performed and be licensed, accordingly.

(d) Companies may provide Helpers access to at least eight (8) hours of industry related training, annually, to encourage their growth in the profession.

(e) Qualifying Agents must meet the requirements of each of the respective classification(s) in which their company is working or plans to work. Furthermore, Qualifying Agents are required to ensure that all individuals of their company meet the requirements set forth in 304-X-1-.05.

(f) Licensees may earn a 1.0 CEU credit hour for attendance at each AESBL quarterly board meeting, as evidenced by a certificate issued by the administrative staff. To obtain a certificate, licensees must sign in and attend general session. Maximum CEU credit for board meeting attendance shall be 4.0 CEU hours in a calendar year.

(g) Alarm and Locksmith companies that have been licensed with the Alabama Electronic Security Board of Licensure (the Board) for the previous five (5) calendar years that have had no complaints filed with the Board against them or their employees that have resulted in disciplinary action being taken by the Board during the previous five (5) years, and have not had documented violations of the Board's law or Administrative Code may file a written request for a waiver from the educational requirements of this Section 304-X-1-.05(5)(a) for their Qualifying Agents by providing the Board written certification that they have had no written complaints filed against the company or employees and have had no documented violations of noncompliance during the past five (5) years.

(h) Any disciplinary action taken by the Board against the company or an employee may result in the loss of its waiver for educational requirements.

(i) Failure to comply with Code of Ala. 1975, Section 34-1A, and this Administrative Code 304-X-1 may result in the loss of a company's waiver of these educational requirements. If a fine is imposed by court action and/or a subsequent monetary penalty is assessed by the Board on a company for late and/or

non-renewal, the company's waiver may be revoked at the next scheduled board meeting.

(j) Graduates of technical schools or community college programs with curriculum relevant to the alarm industry may submit a request to the board for Level I education equivalency. Programs may include but are not limited to; the installation and maintenance of intrusion, fire/life safety, video surveillance, access control, or related systems. Curriculum may include but is not limited to specific topics such as low voltage circuits, device placement, troubleshooting, NFPA 70, NFPA 72, IBC, IFC, network communications, false dispatch prevention and business ethics.

(k) For licensees who have been continuously licensed by the Alabama Electronic Security Board of Licensure for ten (10) consecutive years and are at least sixty-five (65) years old, the CEU requirements for each position are half the required amount for those who do not qualify for this provision. Licensees who qualify shall submit four (4) CEUs annually or eight (8) CEUs per licensing period.

(l) Licensees who are approved instructors for any certification class or continuing education class may be given credit for AESBL approved classes that they administer within the State of Alabama. Licensees, who are approved instructors, shall submit the same exam certificate or CEU certificate to the AESBL that are obtained by the student along with a class roster that is signed by all in attendance.

Author: Fred Crawford
Statutory Authority: Code of Ala. 1975, §34-1A.
History: **New Rule:** Filed October 23, 1998; effective November 27, 1998. **Amended:** Filed April 26, 2000; effective May 31, 2000. **Amended:** Filed September 18, 2002; effective October 23, 2002. **Amended:** Filed May 25, 2004; effective June 29, 2004. **Amended:** Filed November 16, 2004; effective December 21, 2004. **Amended:** Filed November 13, 2007; effective December 18, 2007. **Amended:** Filed November 21, 2008; effective December 26, 2008. **Amended:** Filed February 18, 2010; effective March 25, 2010. **Amended:** Filed August 20, 2010; effective September 24, 2010. **Amended:** Filed August 15, 2011: effective September 19, 2011. **Amended:** Filed November 19, 2013: effective December 24, 2013. **Amended:** Filed May 27, 2014; effective July 1, 2014. **Amended:** Filed November 19, 2014; effective December 24, 2014. **Amended:** Filed September 29, 2016; effective November 13, 2016. **Amended:** Filed August 25, 2017; effective October 9, 2017. **Amended:** Filed November 19, 2018; effective January 3, 2019. **Amended:** Filed

August 9, 2019; effective September 23, 2019. **Amended:** Published February 26, 2021; effective April 12, 2021. **Amended:** Published May 31, 2022; effective July 15, 2022. **Amended:** Published August 29, 2025; effective October 13, 2025. **Amended:** Published November 26, 2025; effective January 10, 2026. **Amended:** Published _____; effective _____.