



10.20.2016

## LSBPSE Order No. 16-009

To  
LSBPSE Staff

From  
Fabian P. Blache III  
Executive Secretary

CC  
FILE

Re  
Interim Order 16-009  
Instructor Certifications  
and Licensure

### Purpose:

To recapture and requalify, through documentation, that each Louisiana State Board of Private Security Examiners "licensed and approved" Firearms Instructor has maintained the requisite "instructor" certification(s) as required by Title 37.

### Action:

Effective immediately, the Board is seeking the re-submission of instructor certifications by all state licensed Firearm Instructors. The agency must recapture documentation verifying P.O.S.T., NRA, Department of Energy, and/or U.S. Military Police Certified Firearms Instructor credentials that demonstrate the credentials are not expired and have remained current.

### Details:

During recent flooding in Baton Rouge, the LSBPSE suffered losses including various forms of physical documentation. Now that the offices are back to a normal state of operation, we are in the process of carefully and systematically recuperating lost documentation that is vital to the credentialing processes of the agency.

### Explanation:

For purposes of clarity, **certification** and **licensure** represent two distinct forms of credentialing.

**Certification** represents the receipt of a credential demonstrating that an individual possesses the basic minimum qualifications to perform some particular function. In this case, **firearms instruction**. Additionally, certification is typically obtained from an external, non-governmental body that is accredited to bestow instructor status upon someone.

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**Licensure** represents the state bestowing upon someone the *legal authority* to engage in the *certified* action or function. Moreover, in many instances, and in the case of firearms instructors, certification is the prerequisite to state licensure.

This means that the certification must be obtained, maintained and remain current (and in force) at *all times* that the individual is in possession of a state license to perform that function (instruction). Failure to maintain certification, at any point during the holding of a state license, immediately invalidates the state license credential and prompts a mandatory cessation (suspension or revocation) of the license document, until such time that the required certification is reacquired and again in force.

Fines and penalties may (and in specific instances must) be assessed pursuant to law and rule, and will be established by the Executive Director. Fines accrue at a rate of \$50 per day up to a maximum of 10 days.

Instructing while not properly credentialed could result in the issuance of a Cease & Desist Order. The fines for the Cease & Desist will amount to \$1000 as follows:

- \$500 for the Cease & Desist for not maintaining the proper credentials
- \$500 for contributing to the posting of improperly trained armed security officers by companies acting under the reasonable assumption that their security officers have received training from a duly licensed and certified firearms instructor

**Recap:**

**If an instructor's certification as a firearms instructor is no longer valid, the state license is likewise no longer valid.**

**A firearms endorsement can only be issued by the State of Louisiana when it is obtained pursuant to training provided by someone with a valid and current instructor certification. If the certification and state license are not simultaneously in force, the training received cannot lawfully be used to meet the statutory requirements of the Board.**

It is therefore imperative, that any and all individuals who currently hold an LSBPSE Firearms Instructor license, with an expiration date ranging from October 20, 2016 and beyond, submit to the Board a current copy of their instructor certification for inclusion in their LSBPSE file and the Board's electronic database.

The preferred method of receipt for this campaign is to scan and email your documentation to [ExecutiveSecretary@LSBPSE.com](mailto:ExecutiveSecretary@LSBPSE.com). Alternatively, you may fax these credentials to a special fax line 866-278-8080. We need these credentials in the office by no later than October 31<sup>st</sup> 2016. This notice will go out via the LSBPSE.com website, Facebook, Twitter, and via a MailChimp campaign releasing later today. Any questions should be directed to Fabian Blache III at 225-272-2310 Ext. 8.

FPB/fpb

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