



01.5.2018

LSBPSE Executive Order No. 18-001

To
LSBPSE Companies,
License Holders &
Qualifying Agents

Purpose:

To substantively modify the manner in which the existing *Leave of Absence* process functions.

From
Fabian P. Blache III
Executive Director & CAO

Action:

Effective immediately, the Board will ONLY accept *Leave of Absence* forms on security officers who will be out of work due to the following:

CC
FILE & LSBPSE Staff

1. Military Leave
 - a. Drill
 - b. Deployment
2. Documented medical necessity for cessation of work
 - a. Company must have on file a doctor's recommendation for removal from current work duties
 - b. Leave of Absence will remain in force until employee is returned to work by their physician
3. FMLA Leave (documented)

Re
Executive Order 18-001
Revision to Use of
Leave of Absence
Process

Details:

Foremost, the *Leave of Absence* process is not codified in Title 37 or LAC 46. There exists no such provision in State Board agency law or rule. Nevertheless, over the last several years, a form and a *Leave of Absence* practice emerged. It has been in place for an indeterminate amount of time. This has served as a workaround for assuring that security officers, who are regulated by the Louisiana State Board of Private Security Examiners, are receiving statutorily mandated training in prescribed intervals.

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This has resulted in Louisiana's private security workforce not obtaining necessary training each time the requirement is about to reach its deadline. This is the impetus for the necessary change to this previously *unwritten* policy.

Any questions regarding this policy, as issued via this executive order, should be directed to Fabian Blache III at 225-272-2310 Ext. 8.

FPB/bah
