



New Mexico Regulation and Licensing Department  
BOARDS AND COMMISSIONS

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**SENT VIA ELECTRONIC MAIL ONLY: TO ALL INSTRUCTORS AND  
PRIVATE PATROL COMPANIES**

**TO: Private Investigations Instructors and Private Patrol Companies**  
**RE: Discontinuation of Use of Instructor Numbers Beginning  
October 15, 2020**  
**DA: September 14, 2020**

The Regulation and Licensing Department (RLD), in consultation with the Private Investigations Advisory Board (Board), has instituted a revised administrative process for review and qualification of instructors for Level One, Two, and Three security guard training. This revised process is consistent with the authority delegated the RLD under the Private Investigations Act and was initiated in June 2019.

Specifically, on June 20, 2019, all previously approved private security guard training instructors and private patrol companies were sent a notice via electronic mail stating that the RLD, under the authority of the Superintendent, was initiating a review process for consideration of instructor credentials and curriculum. The email requested “current curriculum and copies of all appropriate certifications that qualify the instructor to teach each level of security guard training.” Additionally, the email required that “any licensed Private Patrol Company providing in-house training for security guard level one, two or three, must submit current curriculum of training being offered” and include “a list of current in-house instructors.” The RLD established three start dates for the submission of proof of qualifications and curriculum, which was based on an instructor’s last name. The final submission date was October 15, 2019.

As a result, the RLD received document submissions from more than 80 instructors. Prior to review of the curriculum, each document submitted was reviewed and redacted by RLD staff, to ensure there was no information in the document that would allow identification of the individual instructor or company by members of the Board’s instructor review committee. Once redaction was completed, the instructor review committee reviewed the redacted curriculum to ensure that all the instructor credentialing and curriculums requirements specified under 16.48.2.17, 16.48.2.18, 16.48.2.19, 16.48.2.20, and 16.48.4.8 NMAC were included in the curriculum.

On June 12, 2020, three lists of instructors for Level One, Level Two, and Level Three, were approved by the Superintendent and were posted on the RLD’s website at the following Internet link:

[http://www.rld.state.nm.us/boards/Private\\_Investigations\\_Forms\\_and\\_Applications.aspx](http://www.rld.state.nm.us/boards/Private_Investigations_Forms_and_Applications.aspx)

The lists of approved instructors will continue to be updated by the RLD on an ongoing basis.

**IMPORTANT NOTICE: Effective October 15, 2020, any training certifications provided by an instructor not on the approved instructor lists, will not be accepted by the RLD as valid training for the purpose of Level One, Level Two or Level Three Security Guard Registration. To be clear, training certifications received on or after October 15, 2020, that are signed by an instructor who is not on the current RLD approved list of instructors will not be accepted as valid training, even if the instructor in question had, prior to the implementation of the new administrative review process, been permitted to serve as an instructor or utilize an “instructor number.”**

If you have any questions or concerns, please submit in writing to the Board’s email address: [pipolygraphbd@state.nm.us](mailto:pipolygraphbd@state.nm.us). Thank you.

Sincerely,

Marguerite Salazar, Superintendent (Signed by LT on behalf of MS)

Copy: Members, Private Investigations Advisory Board  
Linda Trujillo, Deputy Superintendent, Regulation and Licensing Department  
John Blair, Director, Boards and Commissions Division  
Kathy Ortiz, Deputy Director, Boards and Commissions Division  
Austin Basham, Board Administrator, Private Investigations Advisory Board  
Kevin Graham, General Counsel, Regulation and Licensing Department  
Gloria Regensberg, Division Counsel, Boards and Commissions Division