




JOHN BEL EDWARDS
GOVERNOR

LOUISIANA DEPARTMENT OF PUBLIC SAFETY & CORRECTIONS
PUBLIC SAFETY SERVICES



H. "BUTCH" BROWNING, JR.
STATE FIRE MARSHAL

OFFICE OF STATE FIRE MARSHAL

DATE: March 26, 2020
TO: Louisiana Property Protection Firms
FROM: Erin E. St. Pierre, Deputy Chief 
Special Services Division
RE: Fingerprint Background Inquiries; Issuance of Provisional Licenses During COVID-19 Mitigation Actions

On March 11, 2020, Governor John Bel Edwards declared a state of emergency due to the detection and spread of the COVID-19 virus. Instituted measures included the closing and restricting of certain businesses. It has come to our attention that as result of these very important protective measures, outside agencies that provide background check results have been closed and/or are currently unavailable.

Please note that at this time the Office of State Fire Marshal (OSFM), Special Services Division, Licensing Section continues to process applications at the office and remotely for all Life Safety and Property Protection Contractors. However, the building itself is closed to the public.

Specifically, in order to avoid halting the issuance of property protection licenses due to the unavailability of fingerprinting, which are beyond the control of property protection firms, State Fire Marshal H. "Butch" Browning, Jr. has ordered the issuance of temporary provisional licenses to applicants until April 13, 2020 or later if extended by the Governor. The provisional licenses will be valid for only ninety (90) days upon receipt, but may be extended if needed due to the emergency situation.

Therefore, at this time, property protection firms will submit their applications without the fingerprint packet for reasons described herein. The Licensing Section analysts will then utilize the Louisiana Law Enforcement Telecommunications System (LLETS) to conduct preliminary background checks. Based on the information obtained from that report, temporary, provisional licenses will either be issued or not. When subsequent background issues are discovered during the mitigation period, the temporary provisional license is subject to immediate revocation. Additionally, when fingerprinting capability resumes, all firms with individuals that received the provisional licenses will be required to submit completed fingerprint packets in order for formal, more detailed background checks to be conducted. As in the past, this Office will work with the employing firms and individuals that may be affected by results of background inquiries.

It is our hope that these mitigation actions will cease in the near future and we appreciate your cooperation during this health emergency.

Should you have any questions regarding this correspondence, please do not hesitate to contact this Office at (225) 925-4911.

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