



MEMORANDUM

TO: NYS Security Guard Training Participants
FROM: Thomas Canning, Supervisor of Security Guard Program
DATE: April 10, 2020
SUBJECT: Security Guard Training as an Essential Service

To help combat the COVID-19 public health emergency, Governor Andrew M. Cuomo has imposed sweeping measures to protect public health and safety, including restrictions on businesses and gatherings through [Executive Orders](#) designed to reduce public density and slow the rate of transmission. These measures, together known as “New York State on PAUSE,” directed all non-essential businesses to close their in-person operations and banned all non-essential gatherings of individuals of any size for any reason.

The Empire State Development Corporation’s (ESD) [online guidance](#) provides information on which businesses are essential. For the purposes therein, “essential business,” includes “[e]ssential services necessary to maintain the safety, sanitation and essential operations of residences or other businesses including . . . security.”

As such, security guard training schools are deemed essential services and may remain open. The security guard program will continue to process training records submitted from approved training schools. All schools that choose to remain open must adhere to guidelines on student occupancy and social distancing, set forth below.

The security guard program will monitor schools for compliance with social distancing guidance of 6 feet or more, as well as appropriate cleaning and disinfecting protocols.

New York State regulations¹ require security guard schools to comply with all applicable laws, rules and regulations, division requirements, and policies and procedures. As such, to comply with the 6-foot social distancing rule, maximum student occupancy of any one class shall not exceed half the original student occupancy authorized by the Division of Criminal Justice Services. In addition, while class is in session, the school must enforce social distancing rules.

Effective immediately, any class that is conducted in violation of this directive will not be approved. Schools that violate this directive may be suspended, or revoked, per NYCRR 6028.4(b)(1) or 6028.4(c)(1).

Please feel free to contact me by email at Thomas.Canning@dcjs.ny.gov or by phone at 518-457-3580 if you have any questions or concerns.

¹ Per NYCRR 6027.11(b), 6028.6(c), and 6029.8(c).