

Requirements for Private Security at NMSU

As of December 15, 2015

- 1) Appropriately licensed and bonded as a private patrol operator or private investigator pursuant to Chapter 61, Section 27 NMSA 1978, et seq.;
- 2) Liability insurance policy naming NMSU as additional insured in the amount of \$1,000,000 or more;
- 3) All security guards/officers must be appropriately credentialed at the desired service level prior to being assigned to work on NMSU property;
- 4) Credentials and training records of each guard to be assigned to NMSU shall be provided to the NMSU Police Department in advance for examination;
- 5) Additional training stipulated by the NMSU Police Department must be completed by each security guard authorized to work on NMSU property;
- 6) Background check to be conducted by NMSU Police Department;
- 7) Any and all observations and reports while on duty are to be documented in writing and sent to the NMSU Police Department or local campus designee prior to the end of each shift; (NOTE: Clery Act compliance regarding crime log, emergency notifications, timely warnings, and Title IX referrals)
- 8) Not authorized to use force unless in the clear and necessary protection of self or others, except per #9 below;
- 9) Not authorized to detain unless at the specific direction of a certified police officer;
- 10) Cannot identify or portray themselves as a police officer at any time, to include acting in such a capacity;
- 11) Shall wear a uniform that clearly identifies the individual as security, and not police;
- 12) Level III security guards may only be armed while on campus if they are working directly for the NMSU Police Department, in accordance with the requirements of state law for carrying a firearm on university premises (30-7-2.4 NMSA 1978);
- 13) A communications plan and equipment for requesting emergency and nonemergency assistance must be in place;
- 14) A conflict of interest review must be conducted on the security company and each security guard/officer who is assigned to work on NMSU premises; and
- 15) An activity report must be filed upon conclusion of the work.

Additional Training Requirements – all personnel:

Clery Act Campus Security Authority training
Trained Crowd Manager (NFPA compliant training)

Additional Training Requirements, depending on actual duties performed:

Licensed alcohol server
Traffic Control

Contact Information:

Chief of Police
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