



## RETIRED LAW ENFORCEMENT CREDENTIALS

Date:

October 18, 2021

By Direction Of:

Lucas M. Miller, State Inspector General

### A. Purpose & Scope.

To establish the Office of State Inspector General's (OSIG) policy and procedures regarding the issuance of Retired Law Enforcement Officer Identification Card.

### B. Policy.

Pursuant to the provisions of the [Retired Law Enforcement Officers Identification Act, 53 P.S. §753.4](#), and the Rules and Regulations related to such, [37 Pa. Code §§221.21-221.25](#), and [18 U.S. Code 926C](#), upon request and approval by the State Inspector General, all OSIG sworn law enforcement staff who have retired from the OSIG, who meet the eligibility requirements stated below will be issued a Retired Law Enforcement Officer Identification Card (ID card).

The individual requesting an ID card must meet the following eligibility conditions under state and federal laws as provided for in the [Retired Law Enforcement Identification Act, 53 P.S. §753.7](#), [37 Pa. Code §221.31](#), and [18 U.S. Code §926C](#) which include, but are not limited to:

- Separated (retired) from service in good standing with a public agency as a law enforcement officer.
- Before separation (retirement), was authorized by law to engage in or supervise the prevention, detection, investigation, or prosecution of, or the incarceration of any person for, any violation of law, and had statutory powers of arrest.
- Before separation (retirement), served as a law enforcement officer for an aggregate of 10 years or more.
- Separated (retired) from service with such agency, after completing any applicable probationary period of such service, due to a service-connected disability, as determined by such agency.
- During the most recent 12-month period, has met, at the expense of the individual, the standards for qualification in firearms training for active law enforcement officers, as determined by the former agency of the individual, the State in which the individual resides or, if the State has not established such standards, either a law enforcement agency within the State in which the individual resides or the standards used by a certified firearms instructor that is qualified to conduct a firearms qualifications test for active duty officers within the that state.

- Has not been officially found by a qualified medical professional retained by the agency to be unqualified for reasons relating to mental health.
- Has not entered into an agreement with the agency from which the individual is separating (retiring) from service in which that individual acknowledges he or she is not qualified under this section for reasons relating to mental health.
- Is not under the influence of alcohol or another intoxicating or hallucinatory drug or substance.
- Is not prohibited by Federal or State law from receiving a firearm.

ID cards will not be issued to anyone other than those sworn law enforcement staff who meet the requirements of the Act and rules and regulations listed above. The Bureau of Administration, Policy and Training (BAPT) will consult with the State Inspector General to determine if an individual meets the above eligibility conditions.

Once eligibility has been established, a BAPT staff member will contact the individual to provide them with instructions as to how to receive an ID card. There is a charge of \$15 to obtain an ID card.

If an ID card is lost, stolen, destroyed, mutilated or becomes illegible, retired law enforcement staff may obtain a replacement ID card upon request and payment of an additional \$15. If the lost card is found, it must be immediately returned to BAPT.

If the ID card must be replaced because information has changed, or is in error from the information originally set forth, retired investigate staff will submit the request to BAPT. If there is an error in the information provided on the ID card, the individual will not have to pay an additional \$15. If the individual requests that their information on the ID card be changed or updated, they will be required to pay the \$15 fee.

New cards will not be issued due to a change in administration.

### **C. Procedures.**

The individual completes the Application for Retired Law Enforcement Officer's Identification Card ([OSIG 415](#)) and submits the completed application to BAPT. BAPT staff will review the application with the State Inspector General to ensure the individual meets the requirements set forth. The individual will be notified in writing and, if approved, will be provided instructions on how to contact the OSIG's contracted vendor to obtain their ID card.

### **D. Additional Information.**

Any questions regarding this policy should be directed to your supervisor.