

## **203.01 Retired Officer Identification and Law Enforcement Officer Safety Act (LEOSA)**

### **I. Purpose**

It is the policy of the Saint Paul Police Department that Saint Paul Police Officers who have separated and/or retired from the department in good standing may be issued a retired police officer identification card in compliance with the Law Enforcement Officer Safety Act (LEOSA). LEOSA allows qualified retired law enforcement officers to carry a concealed firearm in any jurisdiction in the United States, regardless of state or local laws, with certain exceptions.

### **II. Definitions**

- A. Identification Card-Saint Paul Police Department identification card which identifies the individual as a retired law enforcement officer.
- B. Qualified Retired Law Enforcement Officer- An individual who separated from service in good standing from the Saint Paul Police Department as a law enforcement officer.

### **III. LEOSA Requirements**

- A. The Saint Paul Police Department will issue identification cards to separated and retired officers who meet the following criteria defined under The Law Enforcement Officer Safety Act (18 USC § 926C)
  - 1. Separated in good standing as a licensed law enforcement officer from the Saint Paul Police Department.
  - 2. Served as a law enforcement officer for a minimum of 10 years or more; or separated from service with Saint Paul Police Department after completing the applicable probationary period, due to a service-connected disability, as determined by the agency.
  - 3. During the most recent 12-month period, has met, at the expense of the individual, all standards for qualification in firearms training for active law enforcement officers. These qualification standards will be determined by the Saint Paul Police Department.
  - 4. The individual has not been disqualified for reasons related to mental health as determined by a qualified medical professional employed by the Saint Paul Police Department or the City of Saint Paul.
  - 5. The individual has not entered into an agreement with the Saint Paul Police Department or the City of Saint Paul in which the individual acknowledges that they are not qualified to receive a firearms qualification certificate for mental health reasons.
  - 6. The individual acknowledges they will not possess a firearm while under the influence of alcohol or another intoxicating or hallucinatory drug or substance.
  - 7. The individual is not prohibited by federal law from receiving or possessing a firearm.

#### IV. Qualification Requirements for Retired Officers

- A. The Saint Paul Police Department Range Master or designee will schedule range date(s) for retirees to qualify. There will be a minimum of two dates per calendar year.
- B. Retired officers must bring the following to the LEOSA range qualification:
  - 1. Saint Paul Police Department retiree identification card.
  - 2. Their own handgun(s), either a revolver or a semi-automatic capable of being loaded with 5 or more rounds.
  - 3. 50 rounds of factory-issued ammunition for the weapon for qualification.
  - 4. A safe and secure holster, which is approved by Saint Paul Police Department range staff. The holster must allow the shooter to holster one handed.
  - 5. Appropriate attire, to include closed-toe footwear and clothing that allows for the concealment of the firearm when holstered.
- C. Retired Officer Range requirements:
  - 1. Complete the required course of fire with a minimum qualifying score of 80 percent.
  - 2. Complete the SPPD LEOSA Weapons Qualification Packet
  - 3. Qualified retired officers will be required to sign a waiver of liability of the Saint Paul Police Department for all acts taken related to carrying a concealed firearm.
    - i. The waiver will acknowledge their personal responsibility as a private person for all acts taken when carrying a concealed firearm. Such disclaimer shall also release the Saint Paul Police Department from any claim or action of law resulting from any injury or accident during the described firearms qualification activities. This waiver will be signed after each firearm qualification.
- D. The Saint Paul Police Department Range Master or designee shall keep record of qualified retired officers in the department's current training database. The database will contain the following information:
  - 1. Retiree name
  - 2. Qualification date(s)
  - 3. Qualification course training materials, written test, and qualification course of fire
  - 4. Qualification score as a pass or fail
  - 5. Weapon identification (Make, Model, Serial number, and Caliber)
  - 6. Completed waiver and release form

#### V. Documentation

Upon successful completion of a LEOSA qualification, retired officers will be issued a supplemental Saint Paul Police Department LEOSA card which documents:

- 1. The individual has met the department qualification in firearms training to carry a concealed firearm within the past 12 months.

2. An expiration date for the LEOSA qualification of not more than 12 months from the current qualification date.

VI. Denial or Revocation

- A. A LEOSA supplemental card will not be issued to anyone who does not pass the written knowledge test or range qualification on the first attempt for that date.
- B. A LEOSA supplemental card will not be issued to anyone that does not adhere to the safety rules of the Saint Paul Police Department Range.
  1. The Range Master or their designee will determine any issues related to safety and equipment at the qualification shoot. Any firearm, holster, ammunition, or related equipment found unsafe for qualification and carry will be prohibited on the range. The Range Master or designee will notify the Training Commander of this determination and document it in writing to the Office of the Chief.
  2. If an instance arises where the Range Master or designee has a concern with a qualified retired law enforcement officer's physical ability to safely complete the qualification shoot, they should immediately address the concern with the Training Unit Commander. The Training Unit Commander will then determine if the retired officer will be allowed to participate. This determination will then be documented in writing to the Office of the Chief.
  3. The Chief or designee will determine the next steps on a retiree's future participation at qualification shoots for instances documented under 1 or 2.
- C. A LEOSA firearms qualification card may be denied or revoked if an individual is no longer qualified under this policy's requirements.
- D. A previously issued LEOSA supplemental card will be surrendered to the Range Master if the individual does not demonstrate proper skill in weapons handling or if their status is no longer in accordance with LEOSA requirements. This supplemental card will be destroyed.
- E. All retiree identification cards remain the property of the St. Paul Police Department. The Chief of Police or their designee reserves the right to refuse or revoke the benefit of a retired/separated officer's identification card based on the requirements of this policy. The department may send a certified letter to the individual's last reported address instructing them to return their identification card to the Saint Paul Police Department. The Human Resources Unit will retain a copy of the letter for future reference.

II. Restrictions

The Law Enforcement Officer Safety Act does not authorize the qualified retired officer to:

1. Act in the capacity of a law enforcement officer of the Saint Paul Police Department.

2. Carry a firearm on any government property, installation, facility, building, base or park with laws or regulations prohibiting or restricting the carrying of firearms (such as airport boarding areas, courthouses, etc.)
3. Carry a firearm on any other public or privately owned property, facility, building or area, where the carrying of firearms is prohibited or restricted (such as private schools, commercial aircraft, etc.).

*Effective November 22, 2024*