


POLICY 106.7	IDENTIFICATION CARDS	
	Revised: 01/05, 11/05, 06/10, 10/13, 04/22	RELATED POLICIES: 120, 117.1, 114.2
	CFA STANDARDS:	REVIEWED: AS NEEDED

A. PURPOSE

To establish a procedure for issuing and renewing Departmental Identification Cards and to comply with Federal Guidelines.

B. POLICY

1. All sworn, retired and reserve officers, civilian employees, volunteers and vendors who work inside the police department building on a regular basis shall be issued a photographic identification card upon initiating their employment, association or change in status with the Police Department. All identification cards, other than retiree's, shall be re-issued with a new photograph every three (3) years.
 - a. Retiree identification cards shall be issued to sworn retired personnel only. All retiree identification cards will expire one year from the date of initial distribution. Local (in-state) Retiree identification cards will continue to expire on an annual basis. Identification cards of retiree's residing in other states or those not wishing to carry a firearm will expire every five (5) years. Background Checks will be conducted on all Retirees at time of expiration to be coordinated by Information Management Division Staff.

2. The background color used for photographs will relate to the status of the individual:
 - Blue – Sworn, to include Retired Sworn
 - Yellow – Civilian (Active Only)
 - White –Volunteers and, COP's
 - Red – Administrative Duty
 - Name of the Company – Vendors

Civilians are not to be issued Retiree Identification Cards.

3. The information on the card shall include: name, CCN, CEN, position, date of employment, height, date of birth, blood type and expiration date. Cards for retired personnel shall also indicate their retirement date and firearm information if they reside locally and will be qualified annually by FLPD staff. Firearm information shall not be included for Out of Area Retiree's identification cards. These identification cards shall state on the back, "Retired personnel must comply with Pub. L. 108-277, § 3(a) (18 USCA § 926C)".

4. An individual's change of status (promotion, civilian to sworn, active to retired, etc.) will require a new identification card be created within two weeks of the change of status.
5. For employees placed on administrative assignment, a new identification card with red lettering will be issued indicating restricted duty and inability to carry a firearm as determined by Internal Affairs. Surrender of the current identification card will also be handled by Internal Affairs.
6. Each individual will be given one card. If the need for a second card can be demonstrated, a second card may be issued to an individual. Individuals will be allowed to retain their expired identification cards.
7. If an identification card is lost or stolen, the person to whom the card was issued is responsible for immediately advising a department supervisor or manager. The loss will be documented in an offense report and presentation of the case number will be required prior to the card being replaced. Replacement will occur as quickly as possible. The offense report shall be forwarded to teletype for the missing card to be entered in the system.

C. REQUIREMENTS FOR CARRYING A CONCEALED WEAPON

1. With the signing of H.R. 218, also known as the "Law Enforcement Officers Safety Act of 2004", as amended in 2010, police officers, both current and retired, are allowed to carry concealed firearms if they fulfill certain criteria and have the appropriate credentials in their possession.
2. Qualified law enforcement officers employed by or retired from a local, state or federal law enforcement agency are eligible to carry concealed firearms. A "qualified active law enforcement officer" is defined as an employee of a Government agency who:
 - a. is authorized by law to engage in or supervise the prevention, detection, investigation, prosecution or incarceration of any person for any violation of law;
 - b. has statutory powers of arrest;
 - c. is authorized by the agency to carry a firearm;
 - d. is not the subject of any disciplinary action by the agency;
 - e. meets the standards, if any, established by the agency which require the employee to regularly qualify in the use of the firearm;
 - f. is not under the influence of alcohol or another intoxicating or hallucinatory drug or substance; and
 - g. is not prohibited by federal law from possessing a firearm.
3. Qualified active law enforcement officers must carry the photographic identification issued by the agency for which they are employed. A "qualified retired law enforcement officer" is defined as an individual who:
 - a. has retired in good standing from service with a government agency as a law enforcement officer for an aggregate of ten (10)

- years or more for reasons other than mental instability, or retired from such an agency due to a service-connected disability after completing any applicable probationary period of such service;
- b. was authorized by law to engage in or supervise the prevention, detection, investigation, prosecution or incarceration of any person for any violation of law;
 - c. had statutory powers of arrest;
 - d. has a non-forfeitable right to benefits under the retirement plan of the agency for which they were employed;
 - e. meets, at their own expense, the same standards for qualification with a firearm as an active officer within the state in which they reside;
 - f. is not under the influence of alcohol or another intoxicating or hallucinatory drug or substance; and
 - g. is not prohibited by federal law from possessing a firearm.
4. Qualified retired law enforcement officers must carry the photographic identification issued by the agency for which they were employed and documentation which certifies that they have met, within the most recent twelve month period, the active duty law enforcement standards for qualification for a firearm of the same type as they intend to carry. This document must be issued by the retired officer's former agency or from the state in which he resides.
 5. The Florida Criminal Justice Standards and Training Commission (CJSTC) recently established a firearms qualification standard which will take effect July 1, 2006. With the establishment of this standard, retired Florida officers will be able to comply with the requirements of HR 218. In the meantime, the Attorney General has issued an opinion that retired officers may currently carry a concealed firearm and be in compliance with the Act (AGO 2005-45). The definition of "firearm" specifically excludes machine guns, silencers, explosives or other destructive devices as these terms are defined in federal law.
 6. This law exempts all qualified active and retired law enforcement officers from state and local laws with respect to the carrying of concealed firearms. Officers are **not** exempt from federal law or regulation which governs the carriage of firearms onto aircraft, federal property, into federal buildings or into national parks. Also, state laws which prohibit the carriage of firearms onto state or local government property and state laws which allow private entities to prohibit firearms on their private property would still apply to qualified active and retired law enforcement officers.
 7. Officers are reminded that although they may lawfully carry a weapon while in another state, they have no law enforcement authority there. Officers should review and become familiar with that state's laws on the carriage of a firearm before traveling. Their qualification with the firearm they intend to carry must also be current.

8. Officers should also restrict their carriage of a concealed firearm if they have consumed any quantity of alcohol or taken any over-the-counter or prescribed medication that impairs their mental or physical condition.