



# ERIE POLICE DEPARTMENT



## Written Directives

Number: **060.005**

<b>Title: Retirement or Separation</b>		<b>Pages: 3</b>
<b>Effective Date: 01/11/19</b>	<b>Review Date: 06/01/20</b>	<b>Amended Date:</b>

### **POLICY:**

The Erie Police Department realizes how important it is to recognize employees who are leaving the department for retirement, other employment or simply other reasons. Acknowledgement for these types of movement is important, shows gratefulness for the employee and enriches the professionalism and image of the Erie Police Department.

### **DEFINITIONS:**

**Law Enforcement Officers Safety Act:** The Law Enforcement Officers Safety Act (LEOSA) is a United States federal law, enacted in 2004, which allows two classes of persons - the "qualified law enforcement officer" and the "qualified retired or separated law enforcement officer" - to carry a concealed firearm in any jurisdiction in the United States or United States Territories, regardless of state or local laws, with certain exceptions. For those choosing to carry concealed in either capacity, please review the LEOSA for specifics.

**Retired Identification (ID) Card:** An identification card provided by the Town of Erie for those commissioned members who have an aggregate of twenty (20) years or more of law enforcement service.

**Separation from Law Enforcement Service (ID) Card:** An identification card provided by the Town of Erie for those commissioned members who have an aggregate of ten (10) years or more of law enforcement service. This card is provided purely at the request of a separating officer in good standing who requests the Retired/Separated Law Enforcement Officer Firearms Qualification Card.

**Retired/Separated Law Enforcement Officer Firearms Qualification Card:** As outlined in the Law Enforcement Officers Safety Act of 2004 (HR218) and (S1132) 2010, this card is valid for one (1) year from the date issued when carried with photo identification from the law enforcement agency identifying the bearer as a qualified retiree as required in Title 18 USC, Chapter 44, Section 926C.

### **PROCEDURES:**

#### **SEPARATION**

- A. The Erie Police Department shall provide the following for members who leave the department in good standing:

1. After five (5) and less than twenty (20) years of service at the Erie Police Department, or an aggregate of five (5) and less than twenty (20) years of service from other law enforcement agencies, all department members shall be provided a celebration with light refreshments. Members shall receive a plaque and a Town of Erie street sign with their rank/title and name.

Commissioned members shall be eligible to retain their badge (breast and/or flat if a flat badge was purchased by the employee).

2. After twenty (20) or more years of service at the Erie Police Department, or an aggregate of twenty (20) years from other law enforcement agencies, members shall be provided a celebration with light refreshments. All members shall receive a plaque and a Town of Erie street sign with their rank/title and name.

Commissioned members shall be eligible to retain their badge (breast and/or flat if a flat badge was purchased by the employee) and shall receive a Retirement Identification Card. In addition, commissioned members shall be provided a United States flag which has flown at the Erie Police Department.

Upon request, commissioned members may receive a Retired Law Enforcement Officer Firearms Qualification Card (if qualified and scored by an Erie Police Department Firearms Instructor). Per the 2004 Federal Law Enforcement Officers Safety Act (LEOSA), a "qualified retired or separated law enforcement officer" may carry a concealed firearm in any jurisdiction in the United States or United States Territories, regardless of state or local laws, with certain exceptions.

3. Commissioned members who wish to carry concealed after separating from law enforcement in good standing after ten (10) years or during their retirement years shall qualify annually. For requirements, see the Law Enforcement Officers Safety Act of 2004 (HR218) and (S1132) 2010.
4. Prior to conducting any firearms qualification for former Erie Police Officers or retirees, those wishing to complete their annual qualification are required to have a background check completed prior to participating in any firearms qualifications. The background check allows the department to know the law enforcement retiree or separated law enforcement officer is still eligible to own/possess a firearm.

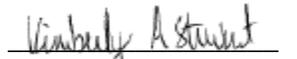
- B. To ensure a member's retirement or separation goes efficiently, it is recommended commissioned members consult with the Fire/Police/Pension Association (FPPA) at least six (6) months prior to their retirement for details on obtaining their retirement pension. In addition, commissioned members should consider consulting with the Town of Erie Human Resources two – three (2-3) months before retirement.

**RULES:**

NONE

**REFERENCES:**

Law Enforcement Officers Safety Act of 2004 (HR218) and (S1132) 2010  
Title 18 USC, Chapter 44, Section 926C

  
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Kimberly A. Stewart  
Chief of Police