

Application for Retired IRS Special Agent Credentials

January 11, 2006

PURPOSE: The purpose of this document is to provide Retired Internal Revenue Service Criminal Investigation (IRS CI) Special Agents specific instructions to apply for Retired Law Enforcement Credentials in accordance with the Law Enforcement Officers Safety Act of 2004.

BACKGROUND: On July 22, 2004, Congress passed and the President signed the Law Enforcement Officers Safety Act of 2004 (the "Act"), Pub. L. No. 108-277, 118 Stat. 865 (2004), codified at 18 U.S.C. §§ 926B and 926C. With certain limitations and conditions, the Act exempts active and retired "qualified law enforcement officers" ("qualified LEOs") from state laws and local ordinances prohibiting the carrying of concealed weapons.

POLICY: It is the policy of the Internal Revenue Service Criminal Investigation to provide retired credentials to retired/retiring law enforcement officers. Questions regarding this policy should be emailed to retiredcreds@ci.irs.gov.

PROCEDURES:

1. Prepare and submit complete application package to Internal Revenue Service Criminal Investigation Equipment and Technology Evaluation (ETE) (address provided below). The application must contain original signatures. Electronic signatures will not be accepted. The complete application package consists of the following documents (attached).
 - a) Application Form (Attachment A)
 - b) Initialed and signed Conditions of Use (Attachment B)
 - c) Attestation (Attachment C)
 - d) Copy of OPM Form 50 indicating retirement status and date of retirement
 - e) Copy of Firearms Certification from State of Residence (if applicable)
 - f) FBI Identification Record. Instructions are available on the web at www.fbi.gov/hq/cjisd/fprequest.htm. The original record must be submitted. Copies will not be accepted.

Please note: Incomplete packages cannot be processed.

- 2) Mail the completed package to:

Internal Revenue Service
Criminal Investigation
CI:OPS:ETE
Room 2559
PO Box 768
Washington, DC 20044-0768

- 3) Once the application is received, ETE will review the package and conduct the appropriate internal checks to determine the applicant's eligibility to receive credentials.
- 4) If the retiree is eligible to receive credentials, ETE will mail a letter to the retiree with instructions on where to report for verification of identity, digital photo, and digital signature.
- 5) If the applicant is determined ineligible to receive credentials, ETE will mail a letter to the applicant indicating such determination. If the applicant believes the determination was made in error, the applicant may submit a letter to ETE asking for reconsideration. The applicant may be asked to provide additional information for reconsideration.

Attachments

Application for Retired Law Enforcement Pocket Commission for Internal Revenue Service Criminal Investigation Retired Special Agents

Part 1 – Applicant Information (Part 1 should be completed by the Applicant)

Name (Last, First, MI)		Social Security Number	Date of birth (m/dd/yyyy)
Home mailing address (no PO Boxes)			
City	State	Zip Code	Home Phone
Cell Phone	Business Phone	Fax	
Retirement Date		Last Post of Duty	
Date of Last Qualification (attach copy of certification if applicable)		State in which certification was received (if applicable)	
<i>I, the Applicant, confirm that the information is accurate to the best of my knowledge. I agree to abide by all rules and responsibilities associated with this credential.</i>			
Applicant Signature		Date Signed	

Part 2 – Identity Verification

Identification number one	ID Type/Title	ID Number	Expiration Date
Identification number two	ID Type/Title	ID Number	Expiration Date

I certify that the above information is accurate to the best of my knowledge.

Name	Title	Phone Number
Signature	Date Verified	

Part 3 – Approval (to be completed by CI:OPS:ETE)

Approved <input type="checkbox"/>	Denied <input type="checkbox"/>
Approving Official Name	
Approving Official Signature	Date Signed
Pocket Commission Number	Date Issued

PRIVACY ACT NOTICE

Pursuant to the Privacy Act of 1974, 5 U.S.C. §552a, we are providing the following information on principal purposes and routine uses. The principal purpose of this form is to collect identifying information to support the issuance of IRS CI retirement Credentials pursuant to Pub. L. 108-277. The information collected by this form may be disclosed in accordance with the Department of the Treasury's published routine uses and as otherwise permitted by the Privacy Act of 1974, including disclosure to a law enforcement agency if the Department of the Treasury becomes aware of a possible violation of a law or regulation; to a Congressional office in response to requests made on your behalf; to the Department of Justice, courts, and counsel during litigation and as otherwise authorized by law or regulations. The information provided may be shared within various IRS divisions as necessary to assess the suitability of receiving IRS CI retirement credentials pursuant to Pub. L. 108-277.

Furnishing the information on this form, including your social security number, is voluntary, but failure to do so may result in non-issuance of retirement credentials.

Conditions for Use of Retired Agent Credentials

By initialing beneath each condition and signing at the end of the document, bearer acknowledges his/her understanding of and agreement with all the terms and conditions stated herein:

1. This identification card is issued by the Internal Revenue Service Criminal Investigation (IRS CI) solely for identifying the bearer as a RETIRED IRS CI Special Agent.

Initials

2. The issuance or possession of this identification does not confer law enforcement status or arrest powers upon the bearer and, therefore, does not authorize the bearer to engage in or participate in any law enforcement activities or other investigations

Initials

3. The issuance or possession of this identification card does not authorize the bearer to carry or transport a firearm.

Initials

4. The issuance or possession of this identification card does not authorize the bearer to travel aboard a commercial aircraft while armed.

Initials

5. The issuance or possession of this identification card does not authorize the bearer to represent the IRS CI in any manner.

Initials

6. The issuance or possession of this identification card does not grant or authorize the bearer access to any IRS CI property or facilities.

Initials

7. Bearer agrees not to relinquish possession of, distribute, or lend this identification card to any third parties.

Initials

8. Bearer agrees not to alter, duplicate, copy or reproduce this identification card in any manner.

Initials

9. Bearer agrees not to use this identification card to commit an act or participate in an activity that is unlawful, illegal, or in any manner which could be misinterpreted or misunderstood to the detriment of the IRS CI.

Initials

10. Bearer agrees not to use this identification card to seek benefits or entitlements only available to active law enforcement officers.

Initials

11. Bearer agrees to immediately report the loss or theft of this identification card to the IRS CI.

Initials

12. Bearer acknowledges that this identification card is and remains the property of the United States government and agrees to affirmatively relinquish the identification card for any violation of the above-listed conditions, or at the IRS CI's request, for reasons deemed appropriate by the IRS CI.

Initials

Name of Applicant (Please print)

Signature of Applicant

Date

Attestation

I hereby attest that, to the best of my knowledge, I am not prohibited by Federal law from purchasing, receiving, or carrying a firearm. In so attesting, I understand that Title 18 of the United States Code prohibits the following persons from purchasing, receiving, or carrying a firearm.

- 1) Those under indictment for or convicted of a crime punishable by imprisonment for a term exceeding one year;
- 2) fugitives from justice;
- 3) unlawful users and/or addicts of any controlled substances;
- 4) those adjudicated as mentally defective or who have been involuntarily committed to a mental institution or otherwise judged incompetent to handle their own affairs;
- 5) illegal aliens or aliens admitted to the United States under a nonimmigrant visa;
- 6) those dishonorably discharged from the U.S. Armed Forces;
- 7) those who have renounced their U.S. citizenship;
- 8) subjects of a protective order; and
- 9) those convicted of a misdemeanor crime of domestic violence.

Full Name (please print): _____

Signature: _____ Date: _____