



## Policy 1905

Subject

### FLYING WHILE ARMED

Date Published

2 March 2020

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*By Order of the Police Commissioner*

### POLICY

The purpose of this policy is to provide guidance for the proper requirements, authorization, and procedure for sworn members of the agency that have the operational need to travel within the United States via commercial air carrier while armed.

### DEFINITIONS

**NLETS** – National Law Enforcement Telecommunication System.

**Required Training** – The Transportation Security Administration (TSA) Law Enforcement Officers Flying Armed Course is required under 49 CFR 1544.219 (1)(iv) for all law enforcement officers who have a demonstrated operational need to fly armed onboard US commercial aircraft.

### GENERAL

1. All sworn members with the operational need to fly while armed must complete the Required Training given by the BPD Firearms Training Unit.
2. All sworn members who fly while armed are subject to the regulations set forth in the TSA Required Training.
3. The request to fly while armed must be approved by the sworn member's commanding officer.
4. Sworn members of the agency whose primary responsibility is a protective detail (e.g., Executive Protection Unit) may obtain a permanent Alphanumeric Identifier pursuant to TSA guidelines.
5. Upon flying, members shall adhere to the guidelines for airline, TSA, and aircraft check-in as stated in TSA training.

### DIRECTIVES

6. A member's request to fly while armed must be based upon the operational need to fly armed as defined in the Required Training, and subsequently approved by the member's commanding officer.

7. The Flying While Armed form (see Appendix A), available from Central Records, must be completed for each segment of the member's flight.
8. Flying While Armed forms must be submitted to Central Records at least 48 hours in advance of the flight.
9. Upon receiving the NLETS response from TSA, Central Records staff shall contact the member flying armed to respond and pick up the approval, containing the Unique Alphanumeric Identifier for each flight segment from the TSA.
10. Members flying armed shall check-in with the airline, the TSA, and with the aircraft for each segment of the member's flight, as enumerated in the Required Training.
11. Members will follow the guidelines for conduct and responsibilities as detailed in the Required Training.

### **REQUIRED ACTION**

#### **Education & Training (E&T), Firearms Training Unit**

12. The Firearms Training Unit shall maintain a designated instructor to deliver the Required Training, per TSA guidelines.
13. The Firearms Training Unit shall retain training records for all members of the agency who have successfully completed the Required Training

#### **Central Records Section, Hot Desk**

14. The Hot Desk shall process Flying While Armed form(s) upon receipt, to include seeking any necessary authorizations from TSA.
15. The Hot Desk shall notify sworn members of the return and TSA approval to fly armed upon receipt from TSA and NLETS.
16. Central Records shall maintain NLETS requests for members flying armed.

### **APPENDIX**

- A. BPD Flying While Armed Form

### **COMMUNICATION OF POLICY**

This policy is effective on the date listed herein. Each employee is responsible for complying with the contents of this policy.

**APPENDIX A****Flying While Armed Form**

<b>Requestor's Name:</b> _____	<b>Seq#</b> _____
<b>Sect/Unit:</b> _____	<b>Contact#</b> _____

**FLYING WHILE ARMED**

In order to obtain a Unique Alphanumeric Identifier for verification at the airport on the day of travel you must complete the form below. Information will be submitted to NLETS. **All fields must be completed in order to obtain a Unique Alphanumeric Identifier.**

ORI: VAFM0199

FILE: 14

TEXT: LEOFA REQUEST OFFICER FLYING ARMED

NAME: \_\_\_\_\_

Agency:: \_\_\_\_\_

BCN (Badge Number): \_\_\_\_\_

OFC (Officer type): \_\_\_\_\_

NAO (Name of Authorizing official): \_\_\_\_\_

CRT (Completed required training): \_\_\_\_\_

CPN (Cell phone number of LEO flying armed): \_\_\_\_\_

EIT (Escorted individual type): \_\_\_\_\_

NOA (Name of airline): \_\_\_\_\_

FLN (Flight number): \_\_\_\_\_

DOF (Date of flight): \_\_\_\_\_

DAP (Departing airport): \_\_\_\_\_

FDA (Final destination airport): \_\_\_\_\_