



**STATE OF WISCONSIN  
DEPARTMENT OF JUSTICE**

**LAW ENFORCEMENT STANDARDS BOARD**

**Scott Pedley**  
Chairperson

**Theresa Smoczyk**  
Vice Chairperson

**Division of Law Enforcement Services  
Training and Standards Bureau**

**17 West Main Street  
P.O. Box 7070  
Madison, WI 53707-7070  
608/266-8800  
FAX 608/266-7869**

September 11, 2012

To: Wisconsin Police Chiefs and Sheriffs  
Re: New Firearms Qualification Standard

On September 5, 2012, the Law Enforcement Standards Board (LESB) unanimously adopted a handgun qualification standard. This standard is now the required minimum qualification course for a recruit to pass firearms in the basic academy, and ensures that all academy graduates meet a common minimum performance standard.

As a state standard, this course serves as the **required** qualification course for former Wisconsin officers requesting a certification card, pursuant to s. 175.49(2)(a)2, or former federal officers requesting a certification card pursuant to s. 175.49(3)(a)2, Wis. Stats. Adoption of a state handgun standard allows any LESB-certified instructor to qualify former federal or Wisconsin law enforcement officers. The firearms instructor conducting the qualification must be LESB-certified and must issue the specific certificate provided on WILENET. This certificate can be relied upon by law enforcement agencies as satisfaction of the statutory qualification requirement. For example, this allows a retired officer living across the state from their former agency to qualify locally, and mail the specified certificate to their former agency. However, it remains the sole responsibility of the officer's former agency to comply with any other statutory requirements of s. 175.49 (such as verifying eligible service, ability to own a gun, etc.) and to then issue the retired officer certification card. The qualification certificate, even when combined with a "retired" ID card, is not sufficient.

Finally, law enforcement agencies are encouraged, but not required, to adopt this or a more rigorous standard. Completion of this qualification course merely demonstrates the ability to competently operate a handgun. After qualifying, further training is needed to refresh officer skills and experience. The LESB handgun qualification packet cites examples showing that officers need ongoing recent, relevant, and realistic training in addition to mere completion of a qualification course.

You can find the new standard in WILENET's Training Center. Log-in to WILENET and then click on DOJ / Training & Standards / Training Center / Law Enforcement / Tactical Skills / Firearms / Texts. A copy of the "former officer" qualification certificate is attached.

September 11, 2012

Sincerely,

A handwritten signature in black ink, appearing to read "Scott E. Pedley". The signature is fluid and cursive, with a large, sweeping flourish at the end.

Scott Pedley  
Chairperson, Law Enforcement Standards Board

**[Instructor Name]**

certifies that

**[Retiree Name]**

successfully qualified on the

**Law Enforcement Standards Board  
Minimum Standards Handgun Qualification Course**

**conducted on [Month] [Day], [Year]  
at the [Facility Name], [Facility Address], [City], WI [ZIP]**

**using a [Caliber] [Handgun Brand] [Handgun Model], serial number [serial number]**

[Original instructor signature here]

*I affirm, in accordance with § 175.49 of the Wisconsin Statutes, that:*

- (1) I tested this individual on the qualification course specified by the Law Enforcement Standards Board; AND*
- (2) I am certified by the Law Enforcement Standards Board as a Firearms instructor; AND*
- (3) This individual successfully qualified with the weapon specified above; AND*
- (4) The information on this certificate is true and complete to the best of my knowledge.*

This certificate, combined with a "retired" ID card, is not sufficient for carry under LEOSA/HR218.  
This certificate is proof of qualification for agencies to issue a LEOSA/HR218 certification card.

Instructor Name  
Instructor Agency or Tech College  
Mailing Address  
City, WI 5xxxx  
(xxx) xxx-xxxx