**Section 1240.710 Canine Handler Authorization Card**

a) The employer shall make a request to the Division, on forms supplied by the Division, for the issuance of a canine handler authorization card for each employee whose duties include the use or handling of a canine to protect persons or property or to conduct investigations.

b) Upon verification by the Division that the employee has completed the required canine handler training course within the one year preceding the request for a canine handler authorization card, or is exempt under Section 1240.700, has an active private detective license, private security contractor license, or permanent employee registration card, has paid the required fee, and meets all other requirements of the Act and this Part, the Division shall issue a canine handler authorization card to the employer for the employee. A photocopy of the certification of completion of canine handler training issued by the canine trainer pursuant to Section 1240.700(g) and submitted with the application for issuance of a canine handler authorization card shall suffice as verification.

c) The canine handler authorization card shall be retained by the employee for the term of employment. Upon termination of employment, the card shall be returned to the Division by the employer. In the event an employee fails to return a canine handler authorization card to the employer, the employer shall notify the Division in writing of the failure and the reason why the card was not returned.

d) If an employee is employed by more than one agency, regardless of whether the agencies are owned or operated by the same person or entity or different persons or entities, that employee must possess a separate canine handler authorization card for each agency.

e) All canine handlers and canines certified in either explosives odor detection or narcotics odor detection shall be required to conduct, at a minimum, four hours per week of maintenance training. Maintenance training shall consist of classroom, self-study or field training exercises performed at the discretion of the agency. The maintenance training shall be fully documented and maintained by the agency in accord with other training documentation.

f) "Canine handler registration card", as used in Section 35-41 of the Act, means a canine handler authorization card.

g) In the event that the private detective license, private security contractor license, or permanent employee registration card issued to a person who also has been issued a canine handler authorization card is revoked, suspended, not renewed or otherwise terminated, the canine handler authorization card shall be terminated or cancelled. Any probationary terms or other restrictions imposed upon a private detective license, private security contractor license, or permanent employee registration card shall also be imposed on the person's canine handler authorization card.

h) Every canine handler authorization card shall expire on the date specified on the face of the card. The card shall be renewed, after payment of the renewal fee, upon proof that:

1) The employee has been recertified on the canine handler field training course within one year preceding the renewal date;

2) The employee continues to be employed by the agency to which the card was issued; and

3) The employee continues to hold a valid private detective license, private security contractor license, or permanent employee registration card.

(Source: Added at 36 Ill. Reg. 9938, effective July 13, 2012)