

## NYSP Recertification Process.

**Recertification is a function of the NYSP Albany it is NOT a process of the Oneida County Pistol Licensing Office.**

- 1) The invitation will be to recertify immediately although recertification is not required prior to January 31, 2018.
- 2) Recertification letters will be sent out state wide to selected groups between March-June 2015.
- 3) The Goal of the State police is to have as many people recertify electronically as possible.
- 4) Paper forms will be available for download or from the state police website or at all trooper barracks.
- 5) The recertification web site will only available to individuals who have already received an invitation to recertify with a user id and password.
- 6) The applicant's home address will be checked against DMV records.
- 7) Any permit holder that does not have a valid NYS driver's license or ID will be required to get one. This includes out of state residents that are permit holders.
- 8) Counties will be notified when recertification is approved.
- 9) When a permit holder recertifies online they will be able to print out a receipt with a tracking number. That tracing number can then be used to check where the application is in the process.
- 10) If the applicant recertifies by mail they will receive a return receipt with a tracking number.
- 11) The recertification application is just like a pistol permit application without the references. The applicant is required to list all arrests, drug or alcohol treatment, mental illness or family court petition or charge.
- 12) The applicant lists all hand guns registered to him and this information may need to be reconciled with the state data base.
- 13) There are four steps to the recertification process:
  - a. Submission of application
  - b. Acceptance of the application
  - c. Review/ Return for correction
  - d. Approval/Revocation
- 14) Once submitted, the recertification application will be checked against the following data bases:
  - a. NCIC's
  - b. MHL/946

- c. Orders of probation
- d. DMV
- e. Parole
- f. Probation
- g. NYS wanted and missing

- 15) If the applicant is negative on the above checks the application is approved and the recertification cards will be issued.
- 16) Positives will be referred to the licensing officer for revocation or clarification
- 17) If the NYS Police determine that it cannot re certify the permit, the recertification is sent to the licensing officer. (Lt. Sherman indicated that a permit holder will have his entire application reviewed by the state police and the application may be referred to a licensing officer for further review even if the information disclosed on the recertification application is the same as the information provided in the initial pistol permit application. This is not limited to Federal prohibitors.
- 18) The Licensing officer does not have the legal authority to do anything other than revoke if there is a federal prohibitor.
- 19) The licensing officer would be responsible for getting a certificate of relief from disabilities for past problems that are not covered by the federal prohibitor list
- 20) There are three letters that are possibly sent to a permit holder seeking to recertify the pistol permit
  - a. Letter calling for re-certification
  - b. Letter stating permit problem to be resolved
  - c. Letter granting recertification
- 21) After January 31, 2018 the law states that the failure to recertify is an automatic revocation. Likely it will fall to the licensing officer to actually revoke the permit.
- 22) There will be a check box on the recertification for a co-registered weapon.
- 23) According to Lt. Sherman the object of the recertification process is to create a "Pristine" data base that any law enforcement official would be able to access at any time with real time information.
- 24) Lt Sherman stated that the pistol permit data would be linked to the DMV data base and an officer would know a pulled over vehicle was owned by a pistol permit holder.
- 25) Their goal is to send out the first recertification letters state wide by early spring.

**The Oneida County Pistol Licensing Office will NOT answer phone calls or inquiries regarding recertification of pistol licenses. This is a process of the NYSP Albany.**

**ALL - Inquiries are to be directed to NYSP Albany at 518.464.7120.**