

109:2-13-03

**Approval of firearms re-qualification programs.****(A) Submission of re-qualification programs for approval.**

The firearms re-qualification instructor in charge of the program shall forward to the executive director, on forms provided by the executive director, a proposed course of fire. The executive director shall review the course of fire.

**(B) Firearms re-qualification programs which meet the requirements set forth in rule 109:2-13-05 of the Administrative Code shall be approved by the executive director. The approval shall be given in writing and continuously valid, provided the minimum requirements for firearms re-qualification remain unchanged and the firearms re-qualification program originally submitted for approval remains unchanged. If the minimum requirements for the firearms re-qualification are changed or if the firearms re-qualification program submitted for approval is changed, a revised firearms re-qualification program shall be submitted to the executive director for his approval.****(C) Revocation of program approval.**

(1) The executive director may revoke the approval of any program for failure to maintain the minimum standards set forth in the rules contained in this chapter of the Administrative Code. The executive director shall notify the firearms re-qualification instructor in charge of the re-qualification program and the chief executive officer of the agency employing the instructor in writing of this revocation and shall send this notice by certified mail, return receipt requested, not later than the business day next succeeding such order. Such notice shall state the reasons for the executive director's action, cite the law or rule directly involved, and state that the party will be afforded a hearing if he requests it within thirty days of the time of mailing the notice. A copy of such notice shall be mailed to attorneys or other persons of record representing the party.

(2) Notification of such hearing shall be made in accordance with sections 119.06 and 119.07 of the Revised Code.

(3) The commission shall conduct the hearing in conformance with the provisions of sections 119.01 to 119.13 of the Revised Code.

(4) Upon receipt of the revocation order by the firearms re-qualification instructor, he shall cease conducting the re-qualification program even though a hearing has been requested in accordance with sections 119.01 to 119.13 of the Revised Code.

Five Year Review (FYR) Dates: 4/12/2023 and 04/12/2028

CERTIFIED ELECTRONICALLY

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Certification

04/12/2023

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Date

Promulgated Under: 119.03  
Statutory Authority: 119.03  
Rule Amplifies: 109.73, 109.75, 109.801  
Prior Effective Dates: 01/01/1995, 01/01/2003, 04/24/2008