

**FWC Division of Law Enforcement  
Interim Policy Memorandum  
IPM 12-02**

**DATE:** February 8, 2012

**TO:** All Division members

**FROM:** Colonel Jim Brown  
Director, Division of Law Enforcement

**SUBJECT:** Special purpose permit to buy, sell, take, possess or transport fish and wildlife for law enforcement purposes

This Interim Policy Memorandum (IPM) establishes the Division of Law Enforcement's policies and procedures associated with a Florida Fish and Wildlife Conservation Commission-issued Special Purpose Permit to buy, sell, take, possess or transport fish and wildlife for law enforcement purposes. This IPM shall remain in effect until the Division issues a General Order to replace it, integrates this IPM into an existing General Order, or until the special purpose permit is suspended, revoked, or not renewed for just cause, pursuant to 68A-5.004, Florida Administrative Code and Chapter 120, Florida Statutes.

**Section 1 (Policy)**

- A** The Florida Fish and Wildlife Conservation Commission (FWC) recognizes that it is occasionally necessary for members of the FWC Division of Law Enforcement to buy, sell, take, possess or transport fish and wildlife for law enforcement purposes. Therefore the Commission authorizes members of the Division to buy, sell, take, possess or transport freshwater fish, marine life, and wild animal life, including species listed by the state as threatened and species of special concern (excludes Federally listed species), for law enforcement purposes, subject to the conditions and provisions listed in the Special Purpose Permit (Permit Number LSSP-11-00001) and in this IPM.
- B** Only sworn law enforcement officers of the Florida Fish and Wildlife Conservation Commission, Division of Law Enforcement, or other Commission employees assisting such law enforcement officers in a coordinated effort shall buy, sell, take, possess or transport wildlife, marine fish, or freshwater fish pursuant to the Special Purpose Permit.
- C** It is the policy of the FWC Division of Law Enforcement to make available, upon request by the Executive Director, a full and complete list of all State listed threatened species bought, sold, taken, possessed or transported under this permit. This list shall indicate the number and species of all those threatened species bought, sold, taken, possessed or transported under the Special Purpose Permit and shall be confidential under Chapter 119, Florida Statutes, to the extent allowable under the law.

**Section 2 (Responsibilities)**

- A** Members are responsible for obtaining approval from a Major or higher-ranking sworn member prior to taking fish and wildlife for law enforcement purposes under the Special Purpose Permit.
- B** Members are responsible for obtaining supervisory approval prior to buying, selling, possessing or transporting fish and wildlife for law enforcement purposes under the Special

## IPM 12-02

Purpose Permit.

- C** Members are responsible for complying with the conditions and provisions of the Special Purpose Permit.
- D** Prior to conducting any activities involving the take of any State listed threatened species, members are responsible for obtaining approval from a Deputy Director or higher-ranking sworn member and coordinating these activities with the Protected Species Permit Coordinator in the Division of Habitat and Species Conservation, Species Conservation Planning Section, and the Section Leader of the Investigations Section.
- E** Prior to conducting any activities involving the purchase, sale, take, possession, or transport of any federally listed species, members are responsible for obtaining approval from a Deputy Director or higher-ranking sworn member and coordinating these activities with the appropriate federal agency (i.e. United States Fish and Wildlife Service (FWS), National Oceanic and Atmospheric Administration (NOAA), United States Coast Guard, etc.), and the Section Leader of the Investigations Section.

### **Section 3 (Procedures)**

- A** If a species bought, sold, taken, possessed or transported under the Special Purpose Permit is a State listed threatened species, the member shall, as soon as practical, document the number and the species in an Incident Summary Report Narrative (FWC/DLE-045A) and submit the completed form via the chain of command through the Regional Commander to the Investigations Section Leader.
  - (1)** If a State listed threatened species is bought, sold, taken, possessed or transported as part of a Class I investigation, the investigating member shall submit the completed Incident Summary Report Narrative to the Investigations Section Leader or designee.
- B** The Investigations Section Leader or designee shall summarize the information on State listed threatened species bought, sold, taken, possessed or transported under the permit, and report the information annually in December, or when requested, to the Division Director or designee.

### **Section 4 (Forms)**

<b>Form Number</b>	<b>Form Title</b>
--------------------	-------------------

FWC/DLE-045A	Incident Summary Report Narrative
--------------	-----------------------------------

### **Appendix**

Special Purpose Permit – Permit Number LSSP-11-00001