

Requirements for Requesting Retirement of TSA Procured Canine

General information – TSA explosives detection canines are reassigned based on several factors, including age and medical condition, as well as priority placement requirements. When a TSA-owned canine is no longer medically fit for duty, it may be retired to the department, if appropriate. To request retirement to the department, the following steps must be followed:

- Request must be typed on official department/agency letterhead, and signed by the head of the department/agency. Letter should be addressed, through the appropriate Field Canine Coordinator, to:

TSA HQs – Director, National Explosives Detection Canine Team Program
601 South 12th Street, E8-128S, TSA-18
Arlington VA 22202

- At a minimum the letter must contain the following three sentences: ***“Request canine (name/tattoo number) be retired to (the official department name). The department will assume full responsibility and liability for the canine until his/her death, at which time the death certificate or letter of certification will be forwarded to the TSA. A replacement canine will / will not (choose one) be required for handler (list by name the handler of the canine being retired)”***.
- A statement on official letterhead from the veterinarian responsible for treatment of the canine must also be attached, summarizing the canine’s fitness to function as an explosives detection canine.

Notification to the TSA of the retirement/death of a locally procured canine

- A written statement on official letterhead is required immediately when a locally procured canine is retired from duty as an active explosives detection canine in the program. The same notification must occur in the event a locally procured canine dies. The letter should be addressed, through the appropriate Field Canine Coordinator, to:

TSA HQs – Director, National Explosives Detection Canine Team Program
601 South 12th Street, E8-128S, TSA-18
Arlington VA 22202