


PINE BLUFF POLICE DEPARTMENT POLICY/PROCEDURES MANUAL

	SUBJECT:	POLICY NUMBER 505
	Firearms: Training & Qualification	ISSUE DATE 02/19/2008
	CHAPTER: TRAINING	EFFECTIVE DATE 02/19/2008
	ISSUED By: Chief of Police John Howell	TOTAL PAGES 4

I. POLICY

- A. It is recognized by this agency that firearms training is an important phase in the development of Law Enforcement officers. Particularly, with those weapons that is most accessible to the officer, I.E., revolver, pistol, Tactical Patrol Rifle, and shotgun. It is the policy of this agency that every full-time, part-time and auxiliary law enforcement officer will be required annually to qualify with any weapon to be carried. Certified Firearms Instructors are exempt from having to qualify with each and every weapon they carry. They will however not be exempt from regular department qualifications. All scores used by the department for record must be fired on an approved firing range, under the supervision of a certified firearms instructor. Officers below the rank of Chief of Police will also be required to attend at least one familiarization course during each calendar year.
- B. The minimum firearms qualification score for law enforcement officers of this agency is 80 percent. Officers unable to meet this minimum qualification will be scheduled for a conference with the Chief of Police.
- C. Firearms Training will be under the direct supervision of the Training Division Supervisor or his designee. The Training Division Supervisor or his designee is the "Range Officer," and will be in actual command and control of the range and firearms training.
- D. Familiarization and qualification courses will be provided on each weapon to be carried, including night firing qualification as directed by the Training Division Supervisor.
- E. Each officer must qualify semi-annually, or as directed, with authorized weapons. The Chief of Police may require additional department firearms training as necessary.

- F. Qualification Course: The Training Division Supervisor or his Designee will determine each course of fire for annual department qualifications and will be certified through Minimum Standards. Officers who acquire a new weapon between qualifications and are required to qualify on that weapon, can complete a standard A.L.E.T.A. course monitored by any department firearms instructor. The instructor will then score the target and have the score recorded in the shooters training file. Targets will be scored on the "250" template for certified officers or non-certified officers who have completed the academy. Non-certified officers, who have not completed the academy will be scored on the "500" template as required by A.L.E.T.A.
- G. In order to insure individuals officer's firearm proficiency and that incidents involving misuse of firearms deliberate or accidental by officers of this department are minimized, the following procedure is established:

II. PROCEDURE:

Any officer who does not meet the minimum requirements for demonstrated proficiency in the use of firearms, may be assigned to intensive full-time remedial firearms training until it is determined that an officer can or cannot meet the minimum proficiency required for their retention as a law enforcement officer in this state. Any officer of this department who is unable to meet the minimum firearms qualification requirements shall not be permitted to carry a firearm in the performance of their duties and may be grounds for termination.

III. RANGE SAFETY RULES AND REGULATIONS

- A. All Firearms Training must be conducted by a certified Police Firearms Instructor.
- B. Body armor will be worn at all times by officers on the firing line and any instructors with them.
- C. A record of all approved Firearms Training will be maintained by the Training Division.
- D. Loaded weapons will be holstered at all times except when on firing line.
- E. Strict discipline must be maintained by the Range Officer and by the officers receiving the training.
- F. When picking up a firearm, open the cylinder or action and check to see if it is loaded. Check the weapon the second time to assure that it is safe.
- G. Do not give a firearm to anyone unless the cylinder or action is open and no rounds are in the weapon.
- H. Do not anticipate a command on the range.
- I. Always check the barrel of a firearm for obstructions before loading.

- J. Load your weapon only after you are given the command to “load your weapon” if your weapon was not already loaded at the time of you arrived for the range. It will be assumed all weapons are loaded.
- K. No live ammunition is permitted inside the training center classroom, under any circumstances, during any classroom instruction.
- L. Unload when and as instructed.
- M. Keep the barrel of your firearm down range in the target area at all times when in your hands.
- N. Do not remove your weapon from its holster with your finger on the trigger. Your finger may be placed on the frame of the weapon until it is clear of the holster and your body, and down range.
- O. When on the firing line, smoking, chewing, or dipping tobacco products are absolutely prohibited.
- P. There will be no talking on the firing line by any shooter. Full attention will be given to instructions and commands of the Range Officer.
- Q. If a firearm is dropped or the muzzle touches the ground, notify the Range Officer immediately, unload the weapon, check the barrel for obstructions and follow the commands of Range Officers to resume fire.
- R. Do not let the hammer down on a live round in the firing chamber without placing your thumb in front of the hammer and releasing the pressure on the trigger.
- S. Do not go in front of the firing line until the Range Officer has given the command to “Cease Fire,” and the line has been cleared and the order to “Go Forward” has been given.
- T. Dry firing is prohibited except when under the supervision of the Range Officer.
- U. If you are taking any type of medication that can cause a hazardous condition, drowsiness, or impairment or have consumed alcoholic beverages within eight (8) hours of the scheduled range time, the Range Officer must be notified. Any officer reporting to the firing range with a detectable odor of intoxicants or behavior exhibiting possible influence of drugs or alcohol will be required to submit to either a breath test for alcohol or a blood test for drugs or chemical agents. If it is found the officer has a .02 or higher blood alcohol percentage or is found to have consumed an illegal drug or is substantially under the influence of a prescribed drug, the officer will be subject to disciplinary action up to termination.
- V. Any officer has the right to challenge the scoring of his or her target. The challenge must be made to the Range Officer at the time of the original scoring.

- W.** Repeated violations of any Safety Rule or Regulation, whether intentional or unintentional, may result in loss of score or removal from the range.
- X.** Any officer who is unable to meet the minimum Firearms Qualification Score established by the department shall not be eligible to perform the duties of an armed law enforcement officer. The officer shall be placed on Administrative Duty Status.

IV. TACTICAL PATROL RIFLES

- A.** Officers must complete a certified Tactical Patrol Rifle course and pass a written exam. The officer must score 90% on the written exam and fire 80% on the range qualification.
- B.** The officer can only carry the weapon he/she certified on during the Tactical Patrol Rifle class.
- C.** The officer will be required to re-qualify with the tactical patrol rifle annually in order to carry the weapon.
- D.** If an officer acquires or is assigned a different tactical patrol rifle that meets quality standards, has successfully completed a Tactical Patrol Rifle course and is approved by the Chief of Police to carry a tactical patrol rifle, the officer will only be required to fire a re-qualification score with the new rifle on the approved Tactical Patrol Rifle course. The instructor certifying the score will notify the Training Division and insure the score is recorded in the officer's training file.