

	<b>SFASU POLICE DEPARTMENT</b>	
	<b>Policy 6.2 Firearms and Qualification</b>	
	<b>Effective Date: 04/12/19</b>	<b>Replaces:</b>
	<b>Approved: John Fields, Jr. Chief of Police</b>	
	<b>Reference: TBP 3.01, 3.02, 3.03, 6.04 IACLEA 7.2.2a-c, 7.2.3b - e, and 7.2.4a - d</b>	

## I. POLICY

The department's policy is to ensure that members are properly trained not only in the use of appropriate firearms and the circumstances of their use, but also in their safety and maintenance, regarding both on and off-duty weapons. Supervisors and the department armorer shall rigorously enforce departmental firearms standards. All personnel shall qualify at least annually with his or her sidearm and with any other firearm used or carried either on-duty or off-duty.

## II. PURPOSE

The purpose of this policy is to establish policy and procedures governing the care and maintenance of departmental approved weapons and ammunition, the selection and use of holsters, off-duty weapons, firearms training, and qualification.

## III. PROCEDURES

### A. Authority

1. Sworn police officers who have the authority to make arrests and maintain the peace, are authorized to carry and use firearms as necessary in the performance of their duty, subject to the restrictions and guidelines of this order, the department's use-of-force policy, and state and federal law.
2. Off-duty, sworn officers of this department are encouraged to carry firearms, subject to the guidelines of this order, to protect themselves or others from imminent death or serious bodily injury in the event they must intervene in an incident off-duty before the arrival of on-duty officers.

## B. On-Duty Weapons, Issuance and Use

1. All duty weapons must be approved prior to being carried or used while on-duty by the Chief of Police. Weapons (9mm, 40 caliber and 45 caliber) manufactured by Colt, Taurus, Springfield Armory, Heckler & Koch, Smith and Wesson, Glock, Sig Sauer, Beretta, Ruger, Kel-Tec or American Standard are permitted.
2. Departmental armorer(s) or firearm instructor(s) shall review, inspect and approve all weapons (includes on-duty and off-duty weapons) utilized by personnel (IACLEA 7.2.3b).
3. Authorized firearms and ammunition are determined by the Chief of Police based on the needs of the agency (TBP 6.04 and IACLEA 7.2.2a).

## C. Shotguns

Shotguns are assigned to patrol cars and individual officers as appropriate.

1. All shotguns shall be carried with the magazine fully loaded with approved ammunition, chamber empty, trigger released, and safety off.
2. A minimum of five extra rounds of approved ammunition shall be carried with each shotgun.
3. All shotguns left at the police department shall be unloaded, with chamber open, and stored in gun vault or other designated location.

## D. Patrol Rifles

Patrol rifles, e.g., the AR-15, may be issued or used by officers and supervisors who have received appropriate training and have maintained their required qualifications.

## E. Off-duty and/or secondary weapons

1. Off-duty and/or secondary weapons, either revolvers or semi-automatic pistols, and their ammunition, are purchased at the officer's expense. The armorer shall inspect and certify the off-duty or secondary weapon before it may be carried. Only weapons (9mm, 40 caliber and 45 caliber) manufactured by Colt, Taurus, Springfield Armory, Heckler & Koch, Smith and Wesson,

Glock, Sig Sauer, Beretta, Ruger, Kel-Tec or American Standard are permitted.

- a. Officers using off-duty or secondary weapons shall qualify with the off-duty or secondary weapons at the annual qualification.
  - b. The armorer shall approve any concealed holster for an off-duty or secondary weapon.
  - c. The armorer shall maintain a record of all holsters and weapons used by each officer.
2. While off duty, officers may carry either a duty or off-duty weapon subject to the terms of this policy.
  3. Officers should not carry weapons when it is socially inappropriate to do so, e.g., at a sports event.
  4. Officers will not carry weapons when consuming alcoholic beverages.
  5. Off-duty weapons shall be carried safely and concealed from public view.
  6. Officers shall carry the departmental badge and identification any time that they are carrying an off-duty weapon (IACLEA 7.2.2b).

#### F. Departmental Ammunition

1. Only factory ammunition manufactured by Winchester, Hornaday, Federal, or Speer will be used in departmental personal weapons for on-duty or off-duty use. No reloaded ammunition will be used except for practice. The department will select and purchase on-duty ammunition for each qualification and old ammunition will be fired during qualification to ensure fresh ammunition is carried in on-duty firearms.
2. Officers may be responsible for the purchase of ammunition for their off-duty weapon.
3. Only Winchester or Federal factory 00 Buck and slug rounds will be used in departmental shotguns.
4. Only Remington .223, 64-gr soft-point ammunition will be used in departmental patrol rifles unless otherwise authorized by the Chief of Police (TBP 6.04 and IACLEA 7.2.2c).

## G. Security of weapons

1. Officers are responsible for the care, cleaning, and security of both on-duty and off-duty weapons.
2. Officers shall report any weapon malfunction to the Chief of Police via the armorer.
3. Officers are responsible for the safe and secure storage of their weapons on and off-duty in a manner that prevents theft or unauthorized access or use (IACLEA 7.2.3e).

## H. Department Firearms Proficiency Officer and Armorer

1. The Chief of Police shall appoint at least one sworn member of the department to be the departmental firearms proficiency officer and armorer. The armorer shall be a firearms instructor certified by the Texas Commission on Law Enforcement.
2. The duties are as follows:
  - a. Schedule, supervise, and maintain records on all firearms qualifications required by the department.
  - b. Maintain non-issued departmental weapons and associated equipment.
  - c. Inspect all weapons being returned to the armory to ensure they are clean and serviceable.
  - d. Repair or submit to a qualified gunsmith for repair all departmentally owned malfunctioning weapons.
  - e. Maintain records of issuance, care, and maintenance of departmental and personally owned weapons and associated items used on-duty.
  - f. Issue departmental ammunition.
  - g. Annually inspect and certify as serviceable both departmental and personally owned firearms that are authorized for on-duty and off-duty use (IACLEA 7.2.3e).
  - h. Inspect and authorize the use of holsters for off-duty use and for on-duty use if the officer prefers to use a holster other than one issued by the department.
3. The armorer shall maintain a record that includes identification of all firearms that have been certified as safe, and identification of those officers who have qualified with each of the firearms. This record shall include the following:
  - a. Officer's name and identification number.

- b. Make and model of weapon.
- c. Serial number of weapon (IACLEA 7.2.4a).

I. Modification of weapons: Departmental weapons shall not be modified or altered without the written approval of the Chief of Police except as outlined below.

1. Substitution of grips

- a. Grips shall be of high quality wood, rubber, or polyurethane.
- b. Grips shall be the color of the natural wood, or plain black or brown.
- c. Target-style grips, or any grips that interfere with the operation of the weapon, are not authorized.

2. Modification of privately owned weapons designated by officers as duty weapons.

- a. Substitution of grips as outlined in 2.b above is authorized.
- b. Trigger shoes are prohibited.

J. Firearms inspections

1. Annually, either the firearms instructor or the armorer shall thoroughly inspect each weapon during qualification on the range. Documentation of this inspection will be maintained by the department firearms instructor (TBP 3.03 and IACLEA 7.2.3e).

2. Monthly, supervisors shall inspect subordinate officers' issued firearms to ensure that they are maintained in a clean and serviceable condition.

- a. Firearms inspections shall include side arms, shotguns, authorized rifles, ammunition pouches, and holsters.
- b. If a weapon is identified as "unsafe", a firearm's instructor or armorer shall safely clear and disassemble the weapon, and remove it from service until repaired by a certified armorer (IACLEA 7.2.3d).
- c. Ammunition shall be inspected to ensure that it is of departmental issue, of correct quantity, and in serviceable condition.
- d. Upon completion of monthly inspections, the supervisor shall forward a memorandum to the Chief of Police that documents the following information:
  - i. The date the inspection was held.
  - ii. The name of each officer inspected.
  - iii. The findings of the inspection.

## IV. PROCEDURES FOR QUALIFICATION

### A. Qualification rules

1. Officers must qualify at least annually with any weapon they carry or use on-duty or off-duty, and when they change weapons. This policy applies to backup weapons as well (TBP 3.01 and IACLEA 7.2.4b).
2. The firearms instructor or armorer shall be in charge at all times when officers are on the firing range for qualification.
3. Officers must qualify with ammunition issued by the department.
4. Every officer shall fire the regular firearms course approved by the Texas Commission on Law Enforcement.
5. All sworn personnel are required to practice firearms skills at least monthly as long as ammunition is available and supplied by the agency (IACLEA 7.2.4c).
6. Officers who fail to qualify on their first attempt shall immediately attempt qualification a second time. Officers who fail to qualify on the second attempt shall be placed in remedial training as soon as practicable and shall be removed from patrol or investigative duties until the standards expressed herein are met. Officers who cannot qualify within fifteen days of the original qualification shall be subject to termination (TBP 3.01 and IACLEA 7.2.4d).
7. The armorer will maintain records of each officer's firearms qualifications including:
  - a. The officer's name and identification number
  - b. The date of qualification
  - c. The weapons(s) used during qualification
  - d. A description of the course of fire and score.
8. The armorer or firearms instructor shall inspect all weapons before firing to (1) ascertain that the weapons are safe and (2) to ensure that the weapons have been properly maintained.

### B. Shotgun

1. Every officer must pass the shotgun qualification course before carrying a department-issued shotgun.

2. The qualification course shall include the following:
  - a. Knowing how to load and unload the shotgun combat style.
  - b. Firing at least 10 shots, not all from the same position.
3. Officers shall qualify with the shotgun at least annually.

#### C. Patrol Rifle

Officers who are trained and authorized to use the patrol rifles must qualify at least annually with the rifle on a TCOLE approved course of fire.

#### D. Firearms and Use of Force Instruction

1. All department personnel whose duties require the carrying of firearms shall receive familiarization instruction on their firearms before range qualification.
2. At least annually, personnel whose duties require the carrying of firearms shall receive training in the mechanics of the weapon (stripping, lubricating, nomenclature, troubleshooting, and misfires), and sound safety practices.
3. At least annually and in connection with firearms training, personnel whose duties require the carrying of firearms will receive training in the department's use-of-force policy (**TBP 3.01**).
4. Use-of-force and use-of-deadly force training will be conducted at least annually in conjunction with firearms use and firearms qualification (**TBP 3.02**).