

Chattanooga Police Department - Policy Manual

OPS-13 –FIREARMS REGULATIONS

Amends/Supersedes: OPS-13 (06/06/25) **Reviewed:** October/Annually

Date of Issue: 10/28/25

CALEA 4.3.1 (6th Ed.)

PURPOSE

The purpose of this general order is to design and maintain a management system that shall ensure all officers exercise proficiency with department-approved firearms.

POLICY

It is the policy of the Chattanooga Police Department that all officers practice the safe handling, care and use of all firearms. Officers shall receive department approved annual deadly force training in state law and department policy as well as training in the safe handling and mechanics of firearms.

I. ADMINISTRATION

Police officers are authorized to carry firearms by TCA § 39-17-1315 subject to limitation by the Chief of Police under department policy. Prior to any weapon being authorized for use in the performance of their duties, it shall be submitted to the Training Division for review, inspection, and approval by a qualified weapons instructor or armorer. The request will be forwarded to the Chief of Police by the Training Division for final approval. Any weapons found to be in an unsafe condition shall not be issued, but removed from active service until repaired or disposed of. All weapons utilized by officers of this department shall be inspected annually by department weapons instructors or armorers and shall be maintained in good working order by the officer. Documentation of annual qualification, weapon inspection, issue records and approval of authorized weapons shall be the responsibility of the Training Division's firearms training staff. **[4.3.1c,d,e]**

II. AUTHORIZATION

- A. Each officer is to qualify with their primary firearm once a year, or more often as directed, in accordance with the established course of instruction provided by the department training staff. Officers who carry shotguns on duty shall also qualify with that weapon. **[4.3.2]**
- B. Failure to qualify with a weapon shall result in the revocation of the officer's authorization to carry the weapon on duty and may result in a relief of duty until qualification is achieved. The training staff shall make remedial training available to any officer who fails their annual firearms qualification.
- C. Officers are to keep their firearms clean and in a condition ready to use.
- D. When off duty, and when located within the State of Tennessee, officers are hereby authorized to carry their department issued service weapon or any weapon on the approved manufactures list in Appendix I. Prior to carrying any personal weapon off-duty, the weapon must be inspected by the department armorer, and the officer must qualify annually on the regular day course with the weapon to be carried.
- E. An officer shall not carry a firearm while consuming alcohol, or during an eight (8) hour period after consuming alcohol, or at any time the officer is affected by the consumption of alcohol.
- F. An officer shall not carry a firearm while the officer is under the effects of any medication (prescription or non-prescription) which impairs the officer's ability to perform their duties.
- G. Officers who live outside Tennessee must comply with all laws governing the carrying of handguns and firearms relevant to the state of their residence.
- H. Officers are permitted to carry and use a handgun in addition to their service weapon while on duty as set forth below:

- I. A written request to carry an additional weapon must be submitted to the Training Division and approved by the Chief of Police and shall include the make, model, serial number and caliber of the handgun along with the location that the officer intends to carry the weapon concealed about their person in a holster.
- J. The weapon must be inspected by the armorer, and the officer shall demonstrate proficiency in the operation of the weapon on the regular day course in accordance with the guidelines set forth covering off-duty weapons above.
- K. Handguns carried in addition to an officer's service weapon are to be used only under one or more of the following circumstances:
1. The officer has been disarmed of their primary weapon by a hostile suspect and the officer is in a situation in which deadly force may be required in accordance with department policies;
 2. The officer's primary duty weapon has broken, been damaged or has otherwise malfunctioned;
 3. The officer has lost their primary weapon during a struggle, foot pursuit, or other activity and the additional handgun carried is the only means available to the officer to protect their self and/or other persons;
 4. As an emergency reload when going to the additional weapon would be faster than attempting to reload a fresh magazine or the officer has run out of spare ammunition; or
 5. The officer is in a position that will not allow them access to their primary weapon and their additional weapon is the only one they can get to in order to defend their self against hostilities.
- L. Repairs or modification to department issued firearms may be made by the department armorer or by an outside technician or firm as directed by the armorer.
- M. All uniformed personnel while on duty shall carry their service weapon in an approved security holster. Plainclothes and administrative personnel shall use the department approved plainclothes holster. Off-duty holsters must be worn in a location which is not visible to the public. Personal weapons authorized for on-duty use as a service firearm shall be carried in an approved safety holster.
- N. Only department issued ammunition shall be carried in the officer's department issue weapon. Each officer shall be issued and shall carry sufficient ammunition to provide for their service weapon to be fully loaded and to reload twice. Officers may carry extra magazines of ammunition in addition to the ones issued provided they are identical to the magazines that were issued with the pistol and loaded to full capacity with approved ammunition. Additionally, the black in color Sig Sauer 21 round 9mm factory magazines may be utilized. Officers who carry a personally owned weapon may carry only factory magazines. Ammunition for off-duty weapons and additional firearms carried while on duty shall be provided by the officer and must be on the approved ammunition list in Appendix II.
- O. After qualifying on the shotgun course, officers may elect to carry a 12 gauge pump (manual operated) shotgun. Department issued shotguns are available from the training division on a "first come, first served" basis. Personal shotguns of approved manufacture and of the same specifications as issue shotguns will be authorized by following the guidelines set forth in this order for approval of personally owned handguns. Barrel length for shotguns may be no less than 18 inches. Shotguns shall be loaded with department issued 00 buckshot or low recoil slugs while carried on duty.
- P. After qualifying on the rifle course, officers may elect to carry an approved and issued patrol rifle. Department issued rifles are available from the training division on a "first come, first served" basis. Personal rifles of approved manufacture and of the same specifications as issue rifles will be authorized by following the guidelines set forth in this order for approval of personally owned handguns and shotguns. Approved training, specifications of rifles, and ammunition are described in Appendix IV.

III. AUTHORIZED WEAPONS

A. Pistol

1. **Primary Duty Weapon** - The department issued Sig P-320 or a personally owned weapon that is on the approved weapon list approved by the Range Master. Officers must have personally owned weapons inspected by the Range Master or their designee. Prior to utilizing a personally owned weapon for uniform carry, officers must complete both the Day and Low Light Qualification Courses and secure a signed [Personal Duty Weapon Request Form](#) from the Range Master. If using a personally owned weapon for patrol uniform carry, officers must use a Blackhawk or Safariland Level 3 holster and provide their own approved ammunition (See: Appendix II). If an officer's personally owned weapon is a different caliber than 9mm, they must provide their own ammunition for in-service and/or other qualifications. Officers must also return department issued weapon (P-320) if carrying personally owned weapon in patrol uniform. Any exception to this section must be approved in writing by the Chief of Police and a copy maintained in the officer's training file.

2. **Alternate Duty Weapon (Soft Uniform)** - The alternate duty weapon is designed for personnel who wear the soft uniform and who desire a smaller lighter weapon but are still able to maintain a good level of fire power if needed. Officers who wear the soft uniform may use the alternate duty weapon if it meets the following standards. This weapon can be personally owned, or department issued weapon other than the Sig P-320. The weapon must be on the Authorized Weapon List (See: Appendix I below) and be inspected by the Range Master. The pistol must be at least 9 mm in caliber. A Blackhawk or Safariland Level 2 or Level 3 holster must be used, and officers will carry an extra loaded magazine and handcuffs. Prior to utilizing an alternate duty weapon, officers must complete both the Day and Low Light Qualification Courses and secure a signed [Personal Duty Weapon Request Form](#) from the Range Master. Officers shall retain the department issued Sig P-320 to carry while in Class A, B, or C uniform (See: [PER-03](#)), provided that they qualify with it twice a year. Officers will still be responsible for providing ammunition if the caliber is other than 9mm. Exceptions to this policy section (2) may be made by unit commanders depending upon the officer's assignment status.

3. Each officer shall be required to carry, while on duty, a department issued, or personally owned, sidearm with a cartridge chambered and the magazine loaded to full capacity with department approved ammunition.

4. Weapons authorized for duty use and issued by the department, or personally owned, shall be chambered in a caliber approved by the Chief of Police.

5. Non-department issued firearms are authorized for carry on duty along with the department-issue sidearm. The non-department issued firearms shall be chambered in a caliber approved by the Chief of Police and shall be of double action design whether semi-auto or revolver and shall be registered with and approved by the firearms training staff. The officer shall qualify with the handgun before carrying it and annually thereafter. A record of such qualification shall be kept in the officer's training file. Officers utilizing non-department issued weapons will be required to supply their own ammunition for qualifications and on-duty carry purposes, as per Appendix I of this section.

6. Each uniformed officer shall carry their firearm exposed in a department approved holster. The only department authorized holsters are the Blackhawk or Safariland Level 3 holsters, black in color (Excludes SWAT personnel in their assigned uniform). No other holster is approved without written authorization from the Chief of Police. The department-issued safety holster is the Blackhawk T-Series Level 3 duty holster. Modification of these holsters in any form is prohibited. If an officer carries a personally owned, department-approved weapon, for which the department does not furnish a holster, the officer must provide an authorized holster (Blackhawk or Safariland Level 3 duty holster) for uniform duty use at their expense. All on-duty plain clothes/soft uniform personnel shall use the Blackhawk or Safariland Level 2 or Level 3 holsters, black in color, and display their department identification when the nature of their assignment or instructions from their supervisor results in their carrying their weapon openly. An off-duty officer, not in uniform, shall carry their weapon in a concealed manner. Weapons carried as secondary or backup weapons shall be carried concealed.

7. Ammunition - Only department approved ammunition shall be carried in an authorized firearm. The department's firearms training staff shall maintain a list of approved ammunition. **[4.3.1b]**

8. Employees are prohibited from making any further modifications to weapons issued by the department that are not outlined in Appendix IV. and V. below. Pistol modules for the Sig P320 are allowed, but must be black in color. Only the use of black Sig Sauer magazines are authorized with the issued Sig P320.

9. The department shall maintain a record of each weapon approved for official use. The record shall list the type, description, identifying model, serial number, and identity of the owner or assignee, the name of the official making the approval, the course of fire, and the scores used to qualify the user on the demonstration of proficiency. All approvals shall be conditional upon re-qualification pursuant to the procedures established by this policy. **[4.3.1e]**

10. Tactical lights, which can be affixed to the under barrel light rails on the duty issue pistol, are authorized but must be approved by the Training Staff and purchased by the individual officer. Tactical lights may be worn with the light affixed in the duty Blackhawk or Safariland Level 2 or Level 3 holster or be worn in an approved pouch on the duty issued leather gear and utilized when needed. Tactical lights that generate or emit a laser beam are not authorized for use by department personnel.

B. Carrying Off-duty/Backup Weapons

1. The carrying of off-duty firearms is regulated by T.C.A. § 39-17-1315, which requires the approval of the Chief of Police. Any officer carrying an approved handgun off-duty shall have in their possession a Chattanooga Police Department I.D. card. The original letter of authorization shall be filed in the Training Division. It shall be the responsibility of the officer to ensure documentation is updated annually.

2. **Off Duty/ Back-up Weapons** - Officers who wish to carry a back-up weapon or personally owned weapon while off duty can carry any other weapon provided that they qualify with it at least once a year. This weapon must be at least a .380 acp and be on the approved list or approved by the Range Master. Officers **MUST** qualify with any weapon that is owned by the department at least once a year.

3. An officer is not required to carry a weapon while off-duty if not in uniform, unless the officer is operating a Department vehicle (See [OPS-01](#), III.D.). An officer not in uniform who elects not to carry a weapon off-duty shall not be subject to disciplinary action for failure to carry a weapon. While carrying a weapon off duty, the officer shall carry the weapon concealed in public. At no time while in civilian clothes shall the sidearm or ammunition be worn exposed while the officer is in public.

4. Nothing in this general order shall be construed to prohibit any member of the department from obtaining a Handgun Carry Permit issued by the Tennessee Department of Safety. While an officer may obtain a state carry permit, the permit may not be used to circumvent the requirements of this weapons policy while off-duty and working in a law enforcement capacity. Officers are authorized to carry only those weapons authorized by this general order while off-duty and while present within the legally defined jurisdiction of the City of Chattanooga while acting in a law enforcement capacity, i.e. working an extra job.

C. Shotgun

1. Only department approved 12 gauge pump action shotguns shall be authorized for duty use or use while performing a law enforcement function. The shotgun shall be carried in an appropriate locking gun rack or secured in the trunk of the patrol vehicle. The carry condition of the shotgun shall be as follows:

- a. Magazine loaded with department approved ammunition.
- b. Chamber empty.
- c. Firing pin disengaged (not cocked); and
- d. Safety on.

2. If the shotgun is to be removed from service, all of the following precautions shall be followed:

- a. The shotgun shall be secured in a safe location.
- b. Magazine empty.
- c. Chamber empty.
- d. Action open
- e. Safety on.

3. Semi-automatic shotgun – Narcotics unit members and/or other officers who have been trained with and demonstrated proficiency with the semi-automatic shotguns, shall be authorized to utilize such weapons. A letter requesting permission must be submitted by the officer, (once they have demonstrated proficiency to the Training Division), to the Chief of Police.

D. Weapons signed out through Training Division **[84.1.4]**

1. Officers may sign out authorized off-duty handguns, shotguns, and back-up weapons through the Training Division when they are available. Officers shall be limited to one (1) Department issued handgun and one (1) shotgun and one (1) rifle per officer for carry use.
2. Officers who sign firearms out through the Training Division for carry use will be required to qualify before carrying the weapon off-duty or as a back-up and shall be required to re-qualify annually with the weapon.
3. With the approval of the Chief of Police, Officers assigned to the Investigations Bureau may sign out an approved firearm for "prop" use (reverse buys, stings, display, etc.).
4. Any weapons approved for "prop" use must be rendered inoperable by the Range Master prior to use.
5. The Range Master shall document a firearm being converted for "prop" use by denoting the date of the conversion on the weapon inventory.
6. Any "prop" weapon subsequently submitted at the CPD Property Section as evidence shall be submitted in accordance with the provisions of [OPS-17](#).

IV. REQUIREMENTS

A. Weapon Inspection

Weapons inspections shall take place at roll call. All supervisors shall perform the inspections according to the "Manual of Arms for Inspection." When deficiencies are found, they shall be noted, and a time frame established for correction. Inspections shall be conducted at least once during a 28-day cycle and the results forwarded to the team Captain.

B. Manual of Arms for Inspection

Officers and supervisors shall follow these procedures when inspecting authorized handguns.

1. The supervisor shall advise, "Magazines Out." At that time the officer(s) shall depress the magazine release button and remove the magazine from the pistol with the strong hand while the gun remains in its holster. The officer shall then hold the magazine in front of them so that the supervisor can see it.
2. The supervisor shall then advise, "Secure Magazines," at which time the officer shall secure the magazine in their weak side pant pocket.
3. The supervisor shall then advise, "Make your weapons safe and prepare for inspection." At that time the officers shall activate the manual safety or de-cocker on the weapon, if applicable, as they draw it from its holster, keeping their finger outside the trigger guard. The officer shall point the weapon down and away from themselves and others present and lock the slide to the rear, catching the round from the chamber in their support hand.
4. The officer shall hold the weapon in front of their body in the strong hand and the round from the chamber in the weak hand, palm up so the supervisor can see both the gun and the round. The supervisor shall then inspect the weapon.
5. After all weapons have been inspected, the supervisor shall give the command to "Recharge your weapons." At that time the officer shall re-insert the magazine into the gun which had been stored in their pocket after first securing the loose round from their support hand in a pants pocket. It is important not to use the same round every time when charging the weapon, rotate the ammunition when possible, to prevent it from being damaged.
6. The officer shall then let the slide go forward, de-cock the weapon, if applicable, thus recharging the pistol. The gun shall then be re-holstered, safety disengaged, if applicable, and hood on the duty holster secured. The loose round may then be re-inserted into the magazine by removing the magazine from the holstered gun and replacing it in the same manner.

7. Make sure that the magazine is seated properly and the hood on the holster is secured.
8. The officer is then ready to go on duty.
9. All firearms shall be inspected annually by a training instructor or Range Master during in-service training. Whenever an officer modifies a personally owned firearm intended for use while working in a law enforcement capacity, the firearm must be inspected, and the officer re-qualify before it may be carried.

C. Weapon Maintenance

1. Officers shall keep their weapons in good serviceable condition. They shall be kept clean, free from any excessive amount of oil or rust preventative and always ready for inspection by any of the officer's supervisors or members of the training staff.
2. Weapons found to be unsafe or undependable shall be repaired only by Chattanooga Police Department armors or an approved, licensed gunsmith. In the event of a mechanical malfunction, or the need for part replacements, a memorandum shall be completed and submitted to the Training Division. Before any weapon is placed back in service after repair, the Range Master shall inspect it. **[4.3.1d]**

D. Firearm security

1. All officers shall be required to secure department issued firearms in a safe area when not in service. The area selected to store and secure firearms should be considered reasonably safe to avoid accidental discharges or tampering with said firearm by unauthorized personnel. (Example: officer's home, secure area in personal vehicle, personal gun vault.) Department issue firearms that are stored shall be maintained in a secure area and under a minimum of a double lock system. Access to stored weapons shall be limited to the custodian of the arms. **[4.3.1f]**
2. Any weapon stored in a city owned vehicle must be kept in a secure area and under a double lock system.

E. Standards for Qualification

Firearms qualifications for the daytime Primary Duty Pistol and Rifle shall be done twice during each calendar year. The first qualification shall be done during in-service training. The second qualification shall be done during the fall qualifications schedule. The low light Duty Pistol qualification shall be done once annually during in-service training. All other assigned authorized firearms shall be qualified with annually.

1. Qualification Courses

Primary and Alternate Duty Weapon Qualification Course (Daytime)

3 yards	2 body, 1 head	With the slide forward and an empty chamber, insert magazine. Draw and fire while taking one lateral step in either direction. Nothing happens. Move, tap, rack, continue. <i>(10 seconds)</i>
3 yards	4 body, 2 head	Draw and fire while taking one lateral step in either direction. <i>(10 Seconds)</i>
7 yards	4 body, 2 head	Draw and fire while taking one lateral step in either direction. <i>(12 Seconds)</i>
	5 rounds w/reload	Draw while taking one lateral step in either direction. Fire 5 rounds with the completion of a speed reload. The reload must be done between the first and fifth rounds. <i>(15 Seconds)</i>
	5 rounds	With your primary hand only, draw and fire 5 rounds while taking one lateral step in either direction.

	5 rounds	Transition to support hand and fire 5 rounds with your support hand only. (<u>40 Seconds</u>)
15 yards	10 rounds	Draw while taking one lateral step in either direction. Fire 10 rounds standing. (<u>35 Seconds</u>)
	5 rounds	Draw while taking one lateral step in either direction. Transition to a kneeling position and fire 5 rounds.
	5 rounds	Transition to a prone position and fire the remaining 5 rounds. When you're done, stand up and holster a safe weapon. (<u>35 Seconds</u>)

The qualification course is 50 rounds and will be shot on a Transition II Target.

Each round is worth 2 points with a maximum score of 100 points.

Any rounds fired that do not break the inside edge of the thick outer line will count as misses. (-2)

Rounds outside the "bowling pin" but breaking the inside edge of the thick outer line will be penalized 1 point per round. (+1)

Rounds inside or breaking the line of the "bowling pin" will count as full points. (+2)

Rounds fired while not obeying range commands will not count. (-2 points per round)

Any rounds not fired at the end of the qualification will be scored as -2 points each.

Shooters must score a minimum of 80% to pass.

Primary and Alternate Duty Weapon Qualification Course (Low Light)

3 yards	2 body, 1 head <i>No Light Source</i>	With the slide forward and an empty chamber, insert magazine. Draw and fire while taking one lateral step in either direction. Nothing happens. Move, tap, rack, continue. (<u>10 seconds</u>)
3 yards	4 body, 2 head <i>No Light Source</i>	Draw and fire while taking one lateral step in either direction. (<u>10 Seconds</u>)
7 yards	4 body, 2 head <i>Light Source Required</i>	Draw and fire while taking one lateral step in either direction. (<u>12 Seconds</u>)
	5 rounds w/ reload <i>Light Source Required</i>	Draw while taking one lateral step in either direction. Fire 5 rounds with the completion of a speed reload. The reload must be done between the first and fifth rounds. (<u>20 Seconds</u>)
	5 rounds	With your primary hand only, draw and fire 5 rounds while taking one lateral step in either direction.
	5 rounds <i>No Light Source</i>	Transition to support hand and fire 5 rounds with your support hand only. (<u>40 Seconds</u>)
15 yards	10 rounds <i>Light Source Optional</i>	Draw while taking one lateral step in either direction. Fire 10 rounds standing. (<u>35 Seconds</u>)
	5 rounds	Draw while taking one lateral step in either direction. Transition to a kneeling position and fire 5 rounds.
	5 rounds <i>Light Source Optional</i>	Transition to a prone position and fire the remaining 5 rounds. When you're done, stand up and holster a safe weapon. (<u>35 Seconds</u>)

Approved forms of light source include a handheld flashlight or weapon mounted light.

The qualification course is 50 rounds and will be shot on a Transition II Target.
 Each round is worth 2 points with a maximum score of 100 points.
 Any rounds fired that do not break the inside edge of the thick outer line will count as misses. (-2)
 Rounds outside the “bowling pin” but breaking the inside edge of the thick outer line will be penalized 1 point per round. (+1)
 Rounds inside or breaking the line of the “bowling pin” will count as full points. (+2)
 Rounds fired while not obeying range commands will not count. (-2 points per round)
 Any rounds not fired at the end of the qualification will be scored as -2 points each.
 Shooters must score a minimum of 75% to pass.

Off Duty/Back Up Qualification Course

3 yards	3 body, 2 head	Draw and fire while taking one lateral step in either direction (10 seconds)
7 yards	5 rounds	Draw and fire while taking one lateral step in either direction (15 seconds)
	3 body, 2 head	Draw and fire while taking one lateral step in either direction (15 seconds)
	5 rounds	With your primary hand only, draw and fire 5 rounds while taking one lateral step in either direction. (20 seconds)
15 yards	5 rounds	Draw and fire while taking one lateral step in either direction. (20 seconds)

Each course of fire will begin with the firearm in the holster.
 The qualification course is 25 rounds and will be shot on a Transition II Target.
 Each round is worth 4 points with a maximum of 100 points.
 Any rounds fired that do not break the inside edge of the thick outer line will count as misses. (-4)
 Rounds outside the “bowling pin” but breaking the inside edge of the thick outer line will be penalized 2 points per round. (+2)
 Rounds inside or breaking the line of the “bowling pin” will count as full points. (+4)
 Rounds fired while not obeying range commands will not count. (-4 points per round)
 Any rounds not fired at the end of the qualification will be scored as -4 points each.
 Shooters must score a minimum of 80% to pass.

Patrol Rifle Qualification Course

15 yards	5 rounds	Begin in a standing position at the low ready. (20 seconds)
25 yards	5 rounds	Begin in a standing position at the low ready. Transition to a kneeling position and fire five rounds. (20 seconds)
50 yards	7 rounds	Begin in the prone position. (30 seconds)
100 yards	8 rounds	Begin in the prone position. (60 seconds)

The qualification course is 25 rounds and will be shot on a Transition II target.
 Each round is worth 4 points with a maximum score of 100 points.
 Any rounds fired that do not break the inside edge of the thick outer line will count as misses. (-4)
 Rounds outside the “bowling pin but still within the inside edge of the thick outer line will be penalized 1 point per round. (+3)
 Rounds inside or breaking the line of the “bowling pin” will count as full points. (+4)

Rounds fired while not obeying range commands will not count. (-4 points per round)
Any rounds not fired at the end of the qualification course will be scored as -4 points each.
Shooters must score a minimum of 90% to pass.

Shotgun Qualification Course (00 Buck)

10 yards	1 round	Begin with an empty weapon and the action open. Shooters will load one round through the open action and fire one round. (5 seconds)
10 yards	1 round	Begin with an empty weapon and the action open. Shooters will load one round through the open action and fire one round. (5 seconds)
10 yards	2 rounds	Begin with an empty weapon and the action open. Shooters will load one round through the open action and the second round into the magazine tube and fire two rounds. (10 seconds)
10 yards	2 rounds	Begin with an empty weapon and the action open. Shooters will load one round through the open action and the second round into the magazine tube and fire two rounds. (10 seconds)
10 yards	2 rounds	Begin with an empty weapon and the action open. Shooters will load one round through the open action and the second round into the magazine tube and fire two rounds. 1st round on target one, 2nd round on target two. (12 seconds)
10 yards	2 rounds	Begin with an empty weapon and the action open. Shooters will load one round through the open action and the second round into the magazine tube and fire two rounds. 1st round on target one, 2nd round on target two. (12 seconds)

The qualification course is 10 rounds and will be shot on a ½ size steel torso target.
Each round is worth 10 points with a maximum score of 100 points.
All rounds will be fired from the standing position.
Rounds that strike the steel target will count as hits and receive the full 10 points.
Any rounds that do not strike the steel target will count as misses. (-10 points each)
Rounds fired while not obeying range commands will not count. (-10 points each)
Rounds not fired within the allotted time will count as misses. (-10 points each)
Shooters must score a minimum of 80% to pass.

Shotgun Qualification Course (Slug)

25 yards	3 rounds	Shooter will begin with all three rounds loaded in the weapon. Shooter will fire three rounds from the standing position. (15 seconds)
50 yards	2 rounds	Shooter will begin with both rounds loaded in the weapon. Shooter will begin in a kneeling position and fire both rounds. (20 seconds)

Shooters must score a 100% to pass.
The qualification course is 5 rounds and will be shot on a Transition II target.
Rounds must break the edge of or be within the “bowling pin” to count as a scorable hit.
Rounds fired while not obeying range commands will not count.
Rounds fired outside the allotted time will not count.

2. Only sworn officers meeting minimum standards in the use of authorized weapons shall carry such weapons. The minimum standard for qualification for department approved on-duty and off-duty weapons shall be as follows:

- a. Department mandatory course minimum qualification score is 80% for day Duty Handgun and 75% for low light Duty Handgun.
- b. Qualification course shall be rated pass/fail.
- c. Department shotgun course shall require 80% of maximum possible score.
- d. Body armor must be worn while involved in live fire training or as required by the Range Master.

3. If an officer fails to meet this minimum standard with their authorized weapon after two (2) qualifying attempts at the initial training session, the Director of Training shall notify the employee's supervisor as soon as possible of their failure to qualify. Officers who fail to qualify at the P.O.S.T. minimum qualifying score shall surrender their weapon to a training staff representative. An officer scoring between P.O.S.T. standards and department standards shall retain their weapon. In addition, the Unit commander shall be notified in writing by the Director of Training of the event. Failure to qualify with a weapon shall result in the revocation of the officer's authorization to carry the weapon on duty and may result in a relief of duty until qualification is achieved. The training staff shall make remedial training available to any officer who fails their annual firearms qualification. The officer must turn in the department issued weapons to the Training Division and may not be armed while working in an official capacity until such time as the officer is released back to duty, completes remedial training, and qualifies with authorized weapons. Training schedules shall be managed and coordinated by the Training Division.

4. Immediately upon failing under P.O.S.T. minimum qualification scores, the officer shall be assigned remedial training until such time as they re-qualify. Remedial training shall be coordinated through the Training Division and scheduled for the earliest possible date. Concluding the remedial training period, the employee shall be allowed an additional two (2) attempts at qualifying. If the officer fails to qualify for the second time, they shall be recycled for additional remedial training. Concluding the second phase of remedial training, the officer again shall be allowed two (2) attempts at qualification. Upon re-qualification, the officer shall report immediately back to their normal duty assignment.

5. Any employee failing to qualify after the remedial training period shall be subject to suspension or decertification.

6. If an officer fails to meet the department's 80% minimum with an off-duty weapon, their work status shall not be affected, but the officer's authorization to carry that particular weapon shall be revoked until they have qualified.

7. Marksmanship badges are authorized for those officers who qualify for and wish to purchase them as provided in [PER-03](#), Personal Appearance, Uniforms and Equipment. Requirements for the various badges are outlined in Appendix III. Officers will be issued a letter certifying their level of qualification before leaving the range. The letter may be presented to an authorized vendor who will in turn provide the appropriate Marksmanship badge at the officer's expense.

8. All officers shall familiarize themselves with and practice all firearms safety rules.

F. Firearms Training Schedules

1. Training schedules shall be managed and coordinated by the Training Division. Firearms qualifications for the service pistol and rifle shall be done at least twice during each calendar year and all other weapons annually.

2. Officers may contact the Range Master and schedule visits to the range for individual firearms practice. The department shall furnish fifty (50) rounds of practice ammunition for the duty issue sidearm each month for officers who wish to practice on their own time. The ammunition must be used at the time it was issued at the department range.

G. Other Authorized Weapons

1. This directive requires that only officers demonstrating proficiency in the use of department authorized firearms in addition to the issue sidearm, be allowed to carry such weapons. The intent of this order is to regulate the carry of such weapons as tear gas guns, rifles, and submachine guns.

a. Tear Gas Guns - Only SWAT team members shall be authorized to use tear gas firing weapons.

b. "Less Lethal" weapons and projectiles - Definition: weapons or ammunition, which propel a round or device that is not normally lethal in nature. Designed to offer an alternative to the use of deadly force when appropriate. Only SWAT team members or other officers designated by the Chief of Police and trained in the use of such weapons and ammunition shall be authorized to carry and/or use such weapons and projectiles.

c. Sniper Rifles - Only designated SWAT team members assigned as Snipers/Precision Marksmen shall be assigned a sniper rifle.

d. Submachine gun - Only SWAT team members or other officers designated by the Chief of Police, who have been trained with and demonstrated proficiency with the submachine gun, shall be authorized to utilize such weapons.

2. All personnel utilizing or issued the above weapons shall demonstrate their proficiency and knowledge of said weapon and the laws concerning their use. Such officers shall achieve minimum standard qualification scores on specific courses designed for these weapons and recognize safe handling procedures.

H. Unauthorized, Accidental Firearms, or Administrative Discharge

1. Any unauthorized or accidental firearm discharge, whether on or off duty, shall be reported immediately to an on duty supervisor who shall notify the Office of Internal Affairs and forward the information to the Chief of Police and Training Division. The unauthorized or accidental discharge of a weapon shall be the subject of an Internal Affairs investigation and may result in disciplinary action.

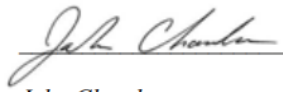
2. When an unauthorized or accidental discharge of a weapon occurs, the weapon shall be forwarded to the Range Master for inspection. The Range Master shall inspect the weapon for malfunctions and make a report by memorandum to the Director of Training who shall notify the appropriate Unit commander. Officers shall be issued a replacement weapon during the inspection period if circumstances warrant. **[4.3.1c]**

3. An administrative discharge requires prior authorization by an employee's supervisor. Administrative discharges are authorized to humanely euthanize a mortally injured animal encountered in the field when no other options are available. At the conclusion of the incident the employee will complete a BlueTeam entry for Firearm Discharge - Animal. It will be forwarded for review through the chain of command to the Division Commander level. After a review of all evidence available, the Division Commander shall determine if the incident was within policy. If approved, it shall be forwarded to IA Pro for archiving. If policy violations are discovered, the commander of the Office of Internal Affairs shall be consulted for further review.

I. Ballistics Testing

1. In incidents involving the use of force with a weapon, the firearm shall be taken from the officer only by a member of the training staff or Violent Crimes Unit and a replacement weapon issued immediately unless the lead Violent Crimes Investigator on the scene decides otherwise. If the Chief or Assistant Chief is on the scene, the decision not to re-issue a weapon shall be made by them. It is not the responsibility of the officer's supervisor to take the weapon at the scene. Forwarding the weapon to a lab for further testing and examination shall be the responsibility of the Violent Crimes Unit.

2. The department may require ballistics testing of all department issued weapons at any time. Off-duty weapons that are owned by the officer may be inspected and ballistics testing performed under the same requirements as department-owned weapons.

A handwritten signature in cursive script, reading "John Chambers", is positioned above a horizontal line.

*John Chambers
Chief of Police
Chattanooga Police Department*

APPENDIX I

Authorized Weapons List [4.3.1a]

I. Firearms

A. Department issue weapon: Sig Sauer P-320 “Carry” model, 9mm.

B. Sworn personnel: Authorized handguns shall be first round double action in semi-auto and revolvers, calibers limited to .38, .380, .357, 357 Sig, 9mm, 10mm., 40 Smith & Wesson, .45 a.c.p. and FN 5.7x28mm. Manufacturers include:

1. Smith & Wesson
2. Colt (double action)
3. Sig Sauer
4. Beretta
5. Heckler & Koch
6. Taurus
7. Ruger
8. Glock
9. Walther
10. Charter Arms
11. Browning (double action)
12. Kahr Arms
13. Springfield
14. Kel-tech
15. Fabrique Nationale Herstal (FN)
16. Para-Ordinance Light Double-Action (LDA)
17. Diamond-Back Firearms
18. CZ Firearms

C. Patrol Shotguns – 12 gauge, 18 or 20” barrel, full stock, and fixed or rifle sights, smooth bore.

1. Remington pump action
2. Mossberg pump action
3. Smith & Wesson pump action
4. Ithaca pump action
5. Benelli Nova pump action
6. Winchester pump action
7. FN Police 1300 pump action

D. Rifles & Submachine guns (SWAT)

SWAT/ Perimeter Team members are authorized to carry Department owned rifles and submachine guns as approved by SWAT Commander.

E. Tear Gas launcher – 40mm or 37mm less lethal launcher as approved by SWAT Commander.

II. Impact Weapon - Baton, expandable, 21” steel.

III. Chemical Weapons

A. Personal – patrol and detectives: Def-Tec MK IV “First Defense” Oleoresin Capsicum (OC) (10%)

B. SWAT

1. CS tear gas and Oleoresin Capsicum (OC) in the following delivery vehicles:
 - a. 37mm pyrotechnic and non-pyrotechnic barricade rounds
 - b. 12-gauge liquid filled barricade round
 - c. Def-Tec MK9 and MK46 aerosol delivery systems

- d. Pepper Fog Generator (smoke, CS and OC)
- e. 40mm non-pyrotechnic barricade round

2. Flash Sound Distraction Devices

- a. Def-Tec #25 reloadable grenade
- b. Def-Tec #15RP “Stinger” grenade
- c. 12-gauge frangible breaching round (SWAT & Narcotics)
- d. ALS Non-reloadable, Model # ALS09NR
- e. ALS Multi-Blast Diversionary Device

IV. Electronic weapons – Taser X2, X26P, and Taser 7 issued by training based off current inventory.

Those that are authorized in using these include officers who have been trained and certified in its use.

APPENDIX II

Authorized Ammunition List [4.3.1b]

I. Authorized Handgun Ammunition

- A. .380 – Hornady Critical Defense 90gr
- B. .38 Special – Hornady Critical Defense 110gr
- C. .357 mag – Hornady Critical Duty 135gr or Critical Defense 125gr
- D. .40 S&W – Hornady Critical Duty 175gr
- E. .45 auto – Hornady Critical Duty 220 gr +P
- F. 10mm – Hornady Critical Duty 175gr
- G. 9mm – Hornady Critical Duty 135gr+P or Hornady Critical Defense 115gr
(9mm Critical Defense may only be used in off duty or back up guns)
- H. 5.7 x 28mm – Fabrique Nationale Herstal (FN) SS197SR, 40gr hollowpoint

II. Shotgun

- A. Pump action
 - 1. Federal Tactical “Police buck”, low recoil 12 gauge OO buckshot
 - 2. Federal Tactical “Police slug”, low recoil 12 gauge
 - 3. Remington low recoil slug 12 gauge
 - 4. Remington reduced recoil 12 gauge OO buckshot
 - 5. Winchester low recoil slug 12 gauge
 - 6. Winchester Tactical, low recoil OO buckshot
- B. Benelli (SWAT & Narcotics)
 - 1. Winchester OO buckshot
 - 2. Winchester Super-X rifled slug, 4/5 ounce
 - 3. Federal OO buckshot
 - 4. Polyshok540 gr. Ballistic Polymer Composite Projectile

III. Additional Lethal Weapons (SWAT)

- A. Rifles
 - 1. .308 Sniper Rifles (SWAT) Hornady ELD match 168 grain
 - 2. .300 Winchester Magnum Sniper Rifle (SWAT) Federal 190 grain match
 - 3. .223 caliber (SWAT) Federal 55 grain softpoint
 - 4. .223 caliber (SWAT) Federal 55 grain tactical
 - 5. .223 caliber (SWAT) Winchester 55 grain full metal jacket
 - 6. .223 caliber (SWAT) Federal 55 grain full metal jacket
 - 7. 5.56 (SWAT & Patrol Rifles) Winchester Ranger Bonded 64gr.
- B. Submachine gun – MP5: 9mm (SWAT) Winchester 147 grain SXT jacketed hollowpoint

IV. Less Lethal Munitions

- A. 37mm
 - 1. Def-Tec #40BR beanbag round
 - 2. Def-Tec #40W & 20W wood baton round
 - 3. Def-Tec #40B & 28B rubber ball round
- B. 40mm Direct Impact munition

APPENDIX III

Marksmanship Badges

<u>Level</u>	<u>Score Required</u>
Marksmanship	90% - 95%
Sharpshooter	96% - 99%
Expert	100% on both day and low light qualification course
Distinguished	100% on both pistol (day/ low light) and rifle.

APPENDIX IV

Patrol Rifle Program [4.3.1a, b]

I. Purpose

- A. To establish utilization guidelines for patrol supervisors, Field Training Officers, and officers who choose to arm themselves with authorized patrol rifles while on duty.
- B. To set forth a list of authorized weapons and ammunition for the personnel authorized to participate in this program.
- C. To establish training, qualification, and deployment requirements to be completed in order to utilize the patrol rifle on duty.

II. Authorized Weapon Specifications

- A. AR-15 style: .223 (5.56mm) Caliber
- B. Barrel length: 16 inches minimum, 20 inches maximum
- C. Overall length: 30 inches minimum, 40 inches maximum
- D. Manufacturers-Any semi-automatic standard aluminum alloy AR-15 manufactured by a reputable manufacture is allowed upon the approval of the Range Master provided that it meets the departments specifications. List of pre-approved manufacturers:

- 1. Colt
- 2. Bushmaster
- 3. Heckler & Koch
- 4. Olympic Arms
- 5. Rock River
- 6. Smith & Wesson
- 7. Sig Sauer

III. Authorized duty ammunition:

Primary magazine –5.56 Winchester Ranger Bonded 64gr. One 20 round box will be provided by the department at the completion of the initial training and qualification.

Back-up magazines – Ball ammunition provided by the department

IV. Authorized duty magazines

Two magazines are issued per officer. Officers may choose to carry additional magazines at their own expense. Magazines may be 20, 30 or 40 round factory magazines/P-Mags loaded with duty authorized 5.56 Winchester Ranger Bonded 64gr. ammunition. One back-up magazine, either 20 or 30 round may be carried loaded with issued ball ammunition. The magazines may be secured with a magazine coupler approved by the Training Division.

V. Optics

After-market optics are approved for use on patrol rifles. Any optic manufactured by a reputable manufacturer is allowed upon the approval of the Range Master. The officer must have the rifle inspected by the Range Master if the optic is installed on the weapon after the initial training class and the officer will have to qualify with the optic mounted on the rifle. The optic must be co-witnessed with the open sights.

List of pre-approved optics:

EOTech Model 552 or 512
Trijicon Reflex
Trijicon A.C.O.G. in 4x32, or
Aimpoint

VI. Weapon Mounted Lights

The following weapon mounted lights may be purchased by the officer and installed on department owned patrol rifles. Tactical lights that generate or emit a laser beam are not authorized for use by department personnel.

Streamlight
Surefire
Insight Technologies
Blackhawk
ATN
Command Arms Accessory rail (required for installation)

VII. Other accessories authorized

“Magpul” brand polymer magazines (20, 30 and 40 round) “Buffer Technologies” brand magazine cinch

The following accessories are strictly prohibited: bump stocks, pistol (SIG) brace, pistol buffer tubes. In addition, any accessory not listed in this policy is prohibited.

Any modification to a city owned rifle shall be done by the Range Master. Modifications done to a personally owned rifle may be done by the owner or an armorer, but must be inspected by the Range Master prior to being carried as a patrol rifle.

When a department issued rifle is turned back into the Range Master, it must be returned as it was issued with carry handle mounted, and no accessory attached.

VIII. Weapon storage in patrol vehicle

When not in use, the patrol rifle shall be stored unloaded in the trunk of the vehicle in a lockable, hard, protective carrying case of a design approved by the Training Division. Storage of the patrol rifle in the vehicle weapon mount is also permitted. If the vehicle does not have a weapon mount, the officer may secure and lock the rifle in their residence when not on duty. Security of the patrol rifle shall be subject to annual inspection by the department’s Staff Inspector. The patrol rifle shall be stored in the rifle mount if available while on duty. The rifle should be secured in the mount with a magazine in the weapon and the chamber empty with the safety on.

IX. When the rifle may be deployed

1. Immediate response to active shooter/sniper;
2. Incident or scene containment/control/security when authorized by a supervisor.
3. Against an armed, barricaded suspect(s).
4. Downed officer or civilian rescue.
5. Open area searches for armed suspect(s) when approved by a supervisor.
6. Response to an armed robbery or armed confrontation which can be justified to supervisor at conclusion; or
7. Any other time specifically authorized by a supervisor.

X. Training and Qualification Requirements

A. Sworn personnel shall complete a 24-hour training requirement or have received training from the academy or SWAT and shall re-qualify semi-annually to carry the patrol rifle. If for any reason an officer does not successfully complete any part of the training course or they have been deemed unsafe by the Rifle Training Instructors, they will not be permitted to carry a patrol rifle. Applicants who are not approved may reapply after a period of twelve (12) months. Applicants who do not own an approved rifle at the time they complete the Rifle training course must purchase an approved rifle for carry within a six month period or they will have to attend the course again prior to carrying the weapon on duty. Denial of authorization to carry the patrol rifle is not subject to the grievance procedure. Officers will be required to re-qualify with their weapon every six months.

XI. Slings

A one or two point sling must be used any time the rifle is deployed.

APPENDIX V

Electronic Handgun Optics

I. Purpose

- A. To set forth equipment requirements and limitations for the use of electronic optics on handguns carried while on or off duty.
- B. To establish training requirements for officers who wish to carry an optic on a handgun while on or off duty.

II. Optic Requirements

- A. Optics must be of a reputable brand. Approved brands include:

- 1. Trijicon
- 2. Sig
- 3. Holosun
- 4. Springfield HEX
- 5. Shield
- 6. JPoint
- 7. AimPoint
- 8. Vortex
- 9. Leupold
- 10. Bushnell

- B. The electronic optic cannot have any magnification.
- C. The Range Master has final approval or denial of any electronic optic mounted on a firearm.

III. Training Requirements

- A. Officers who wish to carry a handgun with an electronic optic, whether it be on duty or off, must successfully pass the department's Handgun Optic Transition Class.

- 1. Officers attending the class must bring all necessary equipment to show their compliance with OPS-13 and specifically this appendix (handgun, approved electronic optic, holster(s), etc.)
- 2. Anyone not meeting the requirements of this policy will be excused from the class.

- B. The Training Division shall be responsible for maintaining a roster of Officers who have completed this class and are authorized to equip an electronic optic on their handgun.

- C. Attendance of a POST approved firearms class with a focus on handgun optics (minimum 8 hours) may substitute for the department's Handgun Optic Transition Class.

- 1. Officers must provide the Training Division with proof of the successful completion of the course.
- 2. Upon carrying the handgun/optic on duty, officers must qualify with the handgun/optic using the Duty Handgun Qualification Course through Training Division.
- 3. The Range Master has final approval over whether an alternate handgun optics class can substitute for the department's Handgun Optic Transition Class.

IV. Restrictions/Limitations/Scope

- A. No part of this appendix shall supersede any part of OPS-13.
- B. Every part of this appendix must be met to be in compliance.

C. It shall be the officer's responsibility to provide any necessary equipment needed to comply with this policy/appendix.

D. Handguns with an electronic optic must comply with holster requirements.

1. Duty Uniform holsters must be a Blackhawk or Safariland Level 3 that accommodates the handgun with optic.
2. Soft Uniform Officers shall use the Blackhawk or Safariland Level 2 or Level 3 holster.
3. An off-duty officer, not in uniform, shall carry their weapon in a concealed manner. Weapons carried as secondary or backup weapons shall be carried concealed.
4. Any modification of holsters, outside of manufacturer approval, is prohibited.

E. All weapons with an electronic optic must have back-up sights that allow the officer to acquire a sight picture that allows them to meet firearms qualification standards without the use of the optic.

F. It shall be the officer's responsibility to comply with the optic manufacturer's recommended installation, maintenance, and usage criteria.

G. The Range Master has the final say on whether someone has met the requirements of this policy/appendix or not.

H. It is the responsibility of the officer to ensure the mounting of the optic does not void the warranty of the firearm.

I. It is the responsibility of the officer to ensure the optic does not interfere with the reliability, functionality, or overall operation of the firearm.

APPENDIX VI

Personal Duty Weapon Request Form



Chattanooga Police Department Training Division



PERMIT TO CARRY PERSONALLY OWNED WEAPON WHILE ON DUTY

All officers of the Chattanooga Police Department who would like permission to carry his/her personally owned weapon while on duty must comply with the requirements listed below:

1. The weapon must be inspected and approved by the Training Division.
2. Every handgun or rifle carried by a Chattanooga Police Officer while on duty must meet all weapon, holster, and qualification standards outlined in CPD Policy.
3. Holsters are not issued for personally owned handguns and must be purchased at the officer's own expense.
4. The City of Chattanooga is not liable in any way for an officer's personally owned weapon, i.e., lost, stolen, damaged, etc.; it is the sole responsibility of the officer owning it.

Officers Name: _____ Badge Number: _____

Employee Number: _____

Date: _____

Assignment: _____

Weapon: Make: _____ Model: _____

Caliber: _____ Serial #: _____

Finish: _____ Condition: _____

Holster: _____ Mag Pouch: _____

Inspected By Training Staff: _____

Day Score: _____ Low-Light Score: _____ Rifle Score: _____

Range Master: _____ Date: _____

I agree to the above conditions and will abide by them.

Officer Signature: _____ Date: _____