

	Administrative General Order	24 Weapons Training Program	PAGE 1 OF 5
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24.1 FIREARMS PROFICIENCY

Charleston Police Department Officers must be proficient with their approved firearms. Although their weapons are fired only under certain circumstances, accuracy and safety are of the utmost concern. An inability to accurately fire a weapon could mean the difference between life and death for the officer or an innocent citizen.

24.2 FIREARMS TRAINING (CALEA 4.3.2)

Prior to carrying any department issued or authorized weapons, all Charleston Police Department officers will attend, and successfully complete a training course approved by the Training Commander, or designee, and conducted by certified instructors. Additionally, prior to carrying any department-authorized weapon, officers will be issued copies of the "Response to Resistance and/or Aggression" and weapons policies and receive training on each. Officers will be required to successfully

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complete proficiency qualifications with their department issued and personally owned weapons as designated by the qualification requirements that follow.

24.3 FIREARMS RANGE (CALEA 4.3.5)

The purpose of the Charleston Police Department Weapons Range is to provide a safe training location for the use of any and all weapon systems utilized by the Charleston Police Department. The Department also provides surrounding law enforcement agencies the ability to utilize the range and discharge in a safe manner any and all weapons that agency deploys. All officers on the line shooting and anyone in the general area will be required to utilize ballistic body armor as well as hearing and eye protection.

1. During annual weapons training (block training, low light fire) all officers must attend the safety briefing where all range safety rules will be explained. Copies of those range safety rules are posted on the range for outside agencies to review as well.
2. The Rangemaster is the responsible range supervisor during normal day to day operations. In the absence of the Rangemaster, the senior firearms instructor will have supervisory control over the range.
3. Any firearm up to a .50 caliber BMG is allowed on the range. Steel and paper targets are allowed to be utilized. Shooting steel targets with pistols closer than twelve (12) yards, or steel targets with rifle closer than 50 yards requires frangible ammunition.
4. Required personal safety equipment includes, but is not limited to, ballistic body armor, hearing protection, eye protection, and some type of head covering (i.e. hat, helmet, etc.) unless otherwise directed by the Range Master for specialized training
5. All instructors working the range will be certified instructors through the SC Criminal Justice Academy and will attend all required training to maintain their certification.
6. All instructors working at the range will be, at a minimum, CPR certified. A medical bag and first aid kit are both kept on the range. The medical kit is readily available while officers are conducting live fire on the range. A police radio and/or cell phone will be down range with an instructor at any time live fire exercises are being conducted.
7. Storage of all ammunition and weapons kept at the firing range will be maintained in locked gun safes and conex storage boxes. All locations are additionally equipped with alarm systems that are monitored by an alarm company. Ammunition and weapons are stored in various buildings on the range.

24.4 TRAINING COMMANDER (CALEA 4.3.3)

The Training Commander is designated as the officer responsible for ensuring all Charleston Police Department Officers are proficient with their issued firearm(s), and has the responsibility to provide effective training for all Department personnel in the use of all authorized firearms and other weapons whether lethal or less-lethal, as well as the provisions of the Response to Resistance and/or Aggression Policy. The Training Commander will:

1. Designate courses of fire that will be used for all firearms training within the Department;
2. Provide all officers with annual firearms training and ensure that officers complete the training;
3. Require all officers to qualify annually with their assigned weapons and provide them with a schedule to perform the qualification(s);
4. Require all officers to train annually under low light conditions, and provide them with a schedule to perform the

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training;

5. Require all officers authorized to carry patrol rifles, to qualify bi-annually, and provide them with a schedule to perform the qualification; and
6. Provide a system for documenting all firearms or any other authorized weapon, whether lethal or less lethal training and qualifications for all departmental personnel.
7. Provide all officers with annual in-service policy training on General Order #23 Response to Resistance/Aggression;
8. Provide all supervisors and officers with reality based incident command scenarios on the management and direction of multiple officers during a critical incident.

24.5 FIREARMS PROFICIENCY QUALIFICATIONS (CALEA 4.3.2, 4.3.3, 33.5.1)

All officers are required to qualify annually with all duty and off duty handguns. Officers will also qualify bi-annually with the patrol rifle, whether they have an issued rifle or not. Only those officers showing a proficiency in the use of these weapons will be authorized to carry them. A minimum score of eighty (80) percent on the courses of fire is required for qualification with handguns. A qualification score of 292 or better, with all rounds accounted for, is required to be qualified with the patrol rifle.

Refer to General Order 62 (SWAT) for qualification requirements pertaining to SWAT.

Additional procedures are as follows:

1. Officers below the rank of Lieutenant are required to qualify annually with their department issued handgun(s) and bi-annually with their rifle/shotgun;
2. Officers holding the rank of Lieutenant or above are required to qualify annually with their department issued handgun(s) only;
3. On the day of qualification, each officer will be given three attempts to qualify with their department issued weapon(s). Officers that fail to successfully complete qualifications with any issued handgun will be required to attend firearms skills enhancement training and re-qualify within fifteen (15) days;
4. The Rangemaster or his designee will assist the officer in their attempt to re-qualify as soon as possible;
5. Officers who fail to qualify will be provided with firearms skills enhancement training and must successfully complete proficiency qualifications with their primary firearm within fifteen (15) consecutive days from the date of the original inability to qualify. Upon reporting to the range for firearms skills enhancement training and qualification, the officer will be instructed and assessed by the firearms training staff. After the necessary instruction, the officer will be given three opportunities to satisfactorily complete the course of fire. A record of all qualification scores will be kept. If the officer qualifies, they will be released for duty and a written report submitted to the Training Commander as to the officer's problems and the training given. If the officer fails to qualify, a written report will be made to the Training Commander outlining the officer's problems, steps taken to correct the problems, scores obtained, and recommendations. The Training Commander will make a determination as to additional training as necessary;
6. If an officer cannot re-qualify, the Commander of Professional Development and Training will notify the Chief of Police in writing with recommendations as necessary. The Chief of Police will have the final determination as to the officer's status. Failure to re-qualify within fifteen (15) days may result in administrative termination;
7. Officers who elect to carry department-approved on-duty back up and non-duty weapons will qualify annually on a

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course of fire that has been approved by the Training Commander. At the time of qualification, the Rangemaster, or designee, will inspect the weapon(s) for safety and reliability for department record keeping purposes and make note of the inspection on the Weapons Registration Form. When an officer fails to qualify with a personally owned weapon, the officer will be restricted from carrying that weapon until they re-qualify;

24.6 COURSES OF FIRE

The course(s) of fire will be an approved State Certification Courses for qualification and other courses as needed to provide appropriate training.

24.7 FIREARMS SAFETY

All Firearms Safety Rules will be followed upon entering the range area. The range operates as a “hot range”, and officers will report to the range with their weapon loaded, just as it is carried on duty. Weapons will remain holstered until otherwise directed by a range officer. When weapons are drawn, they will be pointed down range. All shooters will wear eye and hearing protection and protective vests when engaged in firing on the firing line.

24.8 TARGETS

The TQ-21, or equivalent targets, silhouette targets, and judgmental/reactive targets will be used for most courses.

24.9 CARRYING OF AMMUNITION

Officers will carry their spare ammunition pouches on their belt on the opposite side of their body from their weapon. Officers are authorized to carry two (2) magazines in addition to the one (1) in the weapon. All magazines will be loaded to full capacity with agency-issued ammunition. While in uniform, Officers must carry the two (2) magazines on their belt in addition to the one (1) magazine in the weapon with exceptions only allowed when necessary for specialized assignments/units.

24.10 AUTHORIZED WEAPONS (CALEA 4.3.1)

All weapons and ammunition authorized for use by officers of the Charleston Police Department are subject to approval by the Chief of Police. Prior to approving a weapon or ammunition for use by officers, the Chief of Police, or designee, will consider the type, intended purpose, effectiveness in achieving the intended purpose, safety, quality, and reliability of the weapon. This policy will follow all recommendations and standards set up by the departmental General Order governing Lethal and Less-Lethal Weapons.

24.11 WEAPONS RECORDS AND GUIDELINES FOR STORAGE (CALEA 4.3.1)

Each weapon purchased for use by the Charleston Police Department will be documented on a master weapons inventory maintained by the Logistics & Supply supervisor, or designee. The inventory will include the type, model, manufacturer, serial number and date of receipt of each firearm as well as the identity of each assignee. The Logistics & Supply unit will maintain weapons that are not assigned to an individual officer in storage. The following conditions will also apply:

1. It is the responsibility of each officer who is assigned a Department issued weapon to properly care for and safely secure the weapon;
2. Access to these weapons will be restricted to officers, or personnel assigned to either transport or maintain these weapons;
3. Ammunition for these firearms will be assigned to individual officers who will maintain and properly secure it, or it will be stored and secured separately from the weapons;
4. No loaded firearms will be stored or maintained within Departmental buildings unless properly locked in an approved

weapon storage container.

24.12 WEARING OF PROTECTIVE VESTS WHILE PARTICIPATING IN FIREARMS TRAINING (CALEA 41.3.5)

Firearms' training is an activity that has inherent dangers for all persons concerned whether they are instructors, trainees or spectators. Each year, throughout the country, individuals are injured or killed during training due to accidental discharges or violations of range safety rules. It is therefore incumbent on training agencies to affirmatively respond to this potential danger.

All employees of this department engaged in a firearms training activity will wear a protective vest. This policy includes instructors as well as trainees. The lead firearms instructor present during any training or other activity involving the use and discharge of firearms will be responsible for ensuring that all Police Department employees involved are wearing protective vests. All officers will be required to bring their issued vests during all firearms training. Failure to report with the required equipment for firearms training will result in exclusion from training with appropriate disciplinary action to follow. This order applies to all special team training (i.e.: SWAT, SNIPER, etc.), as well as normal firearms training.

Special circumstances such as training with concealed carry weapons for specialized units may require the officer to not wear their vest. The requirement to wear protective vests does not extend to competitors engaged in competitive matches or practicing for competition. Extra precautions are taken during those training events, competitive practicing or matches to ensure safety is made a priority by everyone.

24.13 OPEN RANGE DAY

The Training Department will schedule open range days each month to provide an opportunity for Charleston Police Department Officers to improve their firearms proficiency and qualify with their on-duty back up and non-duty weapons. Officers will be allowed to practice with duty weapons, non-duty weapons, shotguns and rifles. The training format will be unstructured and tailored to assist officers in areas that they feel they need improvement.

Open Range Day Rules:

1. The range will be open from 0800-1200 and 1300-1600;
2. Officers must provide their own ammunition for practice and qualifying with off-duty and backup weapons;
3. Practice ammunition for Glock duty weapons must be jacketed ammunition;
4. On-duty back-up and non-duty weapons qualifications will be accomplished during Open Range Days;
5. All practice/training will be done under the guidance of a Departmental Firearms Instructor.

24.14 ON-DUTY BACK-UP & NON-DUTY WEAPON QUALIFICATION (CALEA 4.3.1)

On-duty backup and non-duty weapons qualifications will be conducted on open range days scheduled by the Training Division or on days where prior arrangements have been made with the Rangemaster. Qualification of on-duty back-up and non-duty weapons is not authorized on regular Departmental Qualification days so that maximum time can be allocated to Departmental training and qualifications.

Officers will be required to qualify with their on-duty back-up and non-duty weapon using the holster that they carry the weapon in while on or in a non-duty capacity. On-duty back up and non-duty holsters must be of high quality that allows the weapon to be securely attached to the officer. Officers not having the proper holsters in their possession at the time of qualification will not be allowed to qualify until they provide the proper leather gear.