

FIREARMS/MAGAZINE INSPECTION

1. **PURPOSE:** This Written Directive regulates the inspection of issued firearms, magazines, and ammunition.
2. **SCOPE:** This Written Directive is applicable to all Huntsville Police Officers and Cadets.
3. **RESPONSIBILITIES**
 - A. **TRAINING:** The Police Academy is responsible for training supervisors to conduct firearms, ammunition, and magazine inspections. The initial training will take place upon annual firearms qualifications by the Range Master or designee. The supervisors will also become familiar with the proper documentation requirements for conducting these regular inspections during roll call training. The procedures for conducting firearms and magazine inspections will be developed by the Police Academy. Supervisors will conduct inspections according to set procedures in a safe and professional manner.
 - B. **SUPERVISORS:** Sworn supervisors shall be responsible for conducting regular inspections to ensure that all issued weapons, ammunition, and magazines meet the Department's standards.
 1. Supervisor inspections will consist of the following:
 - a. Visual inspection of the floor plate and follower after the magazine has been unloaded.

Damaged or corroded ammunition must be replaced by a range instructor or supply clerk as soon as practical.
 - b. **Pistol Ammunition:** A visual inspection of all ammunition should verify that there are 52 rounds of 9mm Winchester or Remington bonded jacketed hollow point 147 grain duty ammunition for the pistol.
 - c. **Rifle Ammunition:** A visual inspection of all ammunition should verify that there are 60 rounds of Winchester 5.56 64 grain bonded duty ammunition.
 - d. **Shotgun Ammunition:** A visual inspection of all ammunition should verify that each officer has a total of 15 duty rounds. This will consist of either 10 buckshot and 5 slugs for officers who are qualified with slugs or 15 buckshot for officers who are not qualified with slugs.

Supervisors should also verify that only buckshot ammunition is being stored in the magazine tube.

2. If the supervisor determines a flaw is present, he or she will notify an armorer of that shift to conduct a further inspection. If the weapon is observed to be unkept due to negligence or lack of proper cleaning by the officer, the supervisor shall take proper disciplinary action.
- C. OFFICERS: Officers are responsible for complying with all established firearms policies, procedures, rules, and regulations. Failure to maintain issued equipment in serviceable condition will be considered neglect of duty.
4. INSPECTION FREQUENCY: Firearms will be inspected on a monthly basis. Magazines and duty ammunition issued by this Department shall be inspected quarterly. The inspection report will be forwarded through the chain of command to the Precinct or Division Commander who will maintain a file copy.
 5. DEFECTS: Upon inspection, any defect noted in a firearm, ammunition, or magazine that will likely cause a malfunction, must be corrected and the weapon re-inspected before the equipment in question is released for duty. Defects that are obviously the result of neglect shall be referred to the officer's supervisor for necessary action.
 - A. If a certified armorer is able to correct the defect, the weapon will be returned to the officer. The armorer will notify the Range Master so that the repair may be noted in the maintenance log of the weapon. If the armorer discovers the defect appears to be a result of negligence, he or she will advise the officer's immediate supervisor.
 - B. The Police Academy will establish procedural guidelines for determining what constitutes a defect and how it will be corrected.