

**LITTLE ROCK POLICE DEPARTMENT  
GENERAL ORDER**

**G. O. 204 FIREARMS AND AMMUNITION REGULATIONS**

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**I. Purpose**

- A. The purpose of this Order is to specify firearms and ammunition which are authorized by the Little Rock Police Department.
- B. This Order also governs the handling and training associated with the use of firearms.

**II. Departmental Firearms**

- A. The only authorized on-duty or off-duty firearms are those issued by the Department or those authorized weapons inspected and approved by the Training Division, based on established Departmental criteria approved by the Chief of Police.
- B. A record of all weapons approved by the Department for official use will be maintained by a Training Division Armorer. These records shall include:
  - 1. Description of the weapon;
  - 2. Owner;
  - 3. Person approving the weapon and date of approval; and,
  - 4. Course of fire and score.
- C. Authorized weapons and registration requirements
  - 1. Officers shall carry a Department-issued semi-automatic pistol as the on-duty service weapon.
    - a) The Office of the Chief of Police has designated the Glock 45 9mm caliber pistol as the primary duty weapon for all Department personnel. Other weapons issued by the Department will be considered alternate weapons and may be carried in lieu of or in conjunction with the Glock 45 9mm caliber pistol based on duty assignment.
  - 2. Service weapons will be carried with a round in the chamber and the magazine fully loaded.
  - 3. Service pistols will be limited to the following models exclusively:
    - a) Glock, Model 45;

- b) Glock, Model 43X; and,
  - c) Glock Model 43.
4. Shotguns
- a) Officers shall carry only departmentally issued 12-gauge shotguns.
  - b) Approved shotgun ammunition is 12-gauge, 2 3/4-inch #00 buckshot (9 pellet).
4. Specialized weapons (rifles, carbines, fully automatic weapons, sawed-off or short-barreled rifles or shotguns, silencers or suppressers and laser sights) other than service weapons will be authorized only for those employees who are qualified with and whose assignments require such weapons. The need for specialized weapons will be determined by the Chief of Police. It shall be the responsibility of all Unit Commanders to ensure the Training Division is supplied with a list of all specialized weapons utilized by their Unit (S.W.A.T., S.I.D., S.R.U., etc.).
- D. All Department issued pistols shall be carried in an approved holster (unless otherwise designated in these orders) or shall be stored in a designated secure area while on duty or working in approved off-duty employment.
- E. Officers on duty in plain clothes shall wear their weapon in a holster and in a manner that will not attract attention or be open to the view of the public outside Departmental offices. Non-uniformed officers shall wear holsters approved by the Division Commander or issued by the Training Division.
- F. Undercover officers may wear their weapon concealed, without the use of a holster.
- G. Officers will qualify with authorized weapons on at least an annual basis.
- H. Only a Departmentally issued or approved magazine shall be carried in any semi-automatic weapon. The use of extended magazines, although approved by the manufacturer, shall not be used. All magazines shall be loaded to full capacity, with a round chambered, in any and all departmentally issued handguns.
- I. Handgun Mounted Tactical Flashlights – flashlights attached to the duty pistol will meet the following requirements and restrictions. The decision to carry a handgun mounted flashlight is strictly voluntary; officers wishing to attach a tactical flashlight to their duty weapon must purchase the holster and flashlight at their own expense and attend a mandatory training class on their own time. If an officer is departmentally issued a weapon mounted flashlight and holster, he or she must carry both while on duty.
- 1. Approved holsters are the Safariland 6360 (Basket weave or Nylon-Duty), Safariland 6378 (Detective–Paddle), Safariland 6377 (Detective–Belt), Safariland 6305 (Tactical Drop Leg).
  - 2. Approved weapon mounted flashlights for the Glock Model 45 are the Streamlight TLR-1, Surefire X200, and the Surefire X300. Officers authorized to carry the Glock Model 43 may attach the Surefire XC1-B or the Streamlight TLR-6. Pressure switches are strictly prohibited.

3. Officers will not attach a flashlight to their duty weapon for on duty or off duty use unless they are wearing one of the approved holsters and have completed the required training.
4. Officers must attend a mandatory training class presented by the Little Rock Police Department Training Division prior to the use or installation of a handgun mounted tactical flashlight.
5. Use of the handgun mounted tactical flashlight.
  - a) Officers will not consider the flashlight mounted to their duty weapon as a replacement for their handheld flashlight. Therefore, all typical illumination needs should be accomplished with the handheld flashlight (examining VINs, Driver's license, individuals, etc.).
  - b) Officers must consider General Order 303 Use of Force with regards to the drawing and display of their duty weapon. Officers must also be aware of "lasering" or pointing their weapon at an unintentional person or object for the purpose of illuminating the area.
  - c) Officers will unload their duty weapon prior to attaching and detaching the flashlight to their duty weapon.
6. Officers in specialized assignments may be required to carry a weapon mounted flashlight or alternative holster as part of their assignment (SWAT, SID, etc.). In these cases, the department will furnish all necessary equipment and training.

### **III. Ammunition**

- A. The Department will provide all ammunition for training and on-duty use for all departmentally owned service weapons and only departmentally issued or approved ammunition will be carried in these weapons. Ammunition will not be modified.
  1. Only factory-loaded ammunition will be permitted. Reloaded or remanufactured ammunition is prohibited.
  2. The following ammunition is strictly prohibited:
    - a) Explosive, poisonous or toxic bullets;
    - b) Tracers or incendiary bullets;
    - c) Armor-piercing or Teflon-coated bullets; and,
    - d) Any ammunition that the Training Division Armorer deems to be unsuitable for duty use.
  3. The following ammunition is limited to training purposes only:
    - a) Glaser or any prefragmented ammunition; and,

- b) Fully jacketed (ball-type) ammunition.
- B. All ammunition used in carbine rifles, secondary, and off-duty weapons must be approved by the Training Division Armorer and conform to Departmental ammunition guidelines.

#### IV. Off-duty Weapons Guidelines

- A. Officers may carry an approved weapon off duty, but will exercise discretion as to when and where it is worn. All sworn personnel will qualify at least annually with their approved off-duty weapon. All approvals shall be conditional upon annual re-qualification.
1. Any display or use of an off-duty weapon will be governed by the same regulations that apply to on-duty officers.
  2. Off-duty weapons carried while not in uniform must be kept concealed.
  3. Prior to carrying any non-issue weapon during off-duty hours, officers shall have such weapons approved through the Chain of Command and the Office of the Chief of Police.
    - a) Off-duty weapons shall be submitted to the Training Staff Armorer for inspection prior to qualification.
      - (1) The Training Staff Armorer shall establish that the firearm is safe, functional and in good repair, and the firearm and ammunition is in compliance with this Order.
      - (2) The Training Staff Armorer will, upon approval of the firearm and ammunition, complete an Off-Duty and Secondary Weapon Authorization Card. The card and other items will then be returned to the officer. The authorization card shall record the firearm description, serial number, ammunition type and confirmation that an N.C.I.C. check has been made on the firearm.
      - (3) Only weapons equipped with a firing pin block (semi-automatics) or a hammer block (revolver) will be authorized. Safety will be the primary concern of the firearm inspection/authorized process.
    - b) Following inspection of the off-duty weapon, officers shall be required to maintain an annual range qualification with the weapon until such time as the officer requests that the weapon be no longer considered authorized for off-duty use. Qualification may be accomplished on the requesting officer's off-duty time. Ammunition will be supplied by the officer at their own expense.
    - c) Officers may carry a semi-automatic pistol or revolver while off-duty.
  4. Officers are authorized to carry their on-duty weapon while off-duty, but as an alternative, they may be authorized three other departmentally approved off-duty weapons, but may carry only one at any time. An approved off-duty weapon may be carried as a secondary weapon as long as it meets all other requirements for a secondary firearm. While on-duty, the departmentally issued weapon will be carried as the primary weapon.

- a) The Training Division will maintain all other records pertaining to the selection of, qualification with, and authorization to carry off-duty weapons.
5. Officers shall not make modifications to off-duty weapons after approval. Any repairs will require that the weapon be re-submitted to the Training Division for inspection.
6. This Order should not be construed to restrict the legitimate possession and use of sporting or recreational firearms.

#### **V. Secondary Firearms Guidelines**

- A. Officers may carry one approved secondary firearm in conjunction with and as a back up to the officer's primary departmentally issued or approved firearm.
- B. The secondary firearm is to be viewed only as a weapon of last resort and the use of a secondary firearm will be limited to those instances where an officer's use of deadly force is authorized under General Order 303 and the officer's primary firearm has been:
  1. Lost, stolen, or rendered inoperable during the course of the specific incident authorizing the use of deadly force;
  2. Exhausted of ammunition under circumstances which clearly limit the officer's ability to immediately reload; or,
  3. When an act of an assailant(s) prevents the officer from being able to employ their primary weapon in a situation where deadly force is authorized in General Orders. (For example, when an officer is being disarmed or is in the process of being disarmed by assailant[s]).
- C. Secondary firearms are not limited by system (i.e., revolver, semi-automatic, or derringer) and may be of any standard caliber not to exceed 40 calibers for semi-automatics and .38 calibers for all others. No magnum above .22 cal. will be authorized.
- D. Ammunition for secondary firearms will conform to the same guidelines as departmentally issued ammunition.
- E. Secondary firearms will be carried on an officer's person in a concealed holster, securely fastened in an accessible manner.
- F. Officers electing to carry a secondary firearm shall comply with the following procedures prior to actually bearing the firearm:
  1. The secondary firearm and the ammunition for the firearm will be submitted to the Training Division for inspection.
    - a) The Training Staff Armorer shall establish that the firearm is safe, functional and in good repair, and that the firearm and ammunition is in compliance with this Order.

- b) The Training Staff Armorer will, upon approval of the firearm and ammunition, complete an Off Duty and Secondary Weapon Authorization Card and will return the firearm, remaining ammunition, and authorization card to the officer. The authorization card shall record the firearm description, serial number, ammunition type and confirmation that an N.C.I.C. check has been made on the firearm.
  - c) Only weapons equipped with a firing pin block (semi-automatics) or a hammer block (revolver) will be authorized. Safety will be the primary concern of the firearm inspection/authorized process.
  - d) Each officer shall qualify with their secondary firearm on the range under the supervision of a Training Division Firearms Instructor to ensure the weapon is working properly and that the officer is familiar with how the weapon functions. Officers are required to furnish their own ammunition. All approvals shall be conditional upon annual re-qualification.
2. The officer will then submit the secondary firearm, ammunition, and authorization card to their Section/Shift or Watch Commander (Lieutenant). The Section/Shift or Watch Commander shall satisfy himself/herself that the officer fully understands the limitations on the use of the secondary firearm, that the officer has prepared a suitable manner for carrying the secondary firearm, and that the authorization card is in order. The Section/Shift or Watch Commander will sign the authorization card and forward it to the Training Division.
3. The Training Division shall maintain the Secondary Firearm Authorization Cards in a secure file.
- a) The Training Division shall maintain a current list of all weapons approved as secondary weapons.
  - b) The Training Division will maintain all other records pertaining to the selection of, qualification with, and authorization to carry secondary weapons.
4. Training Division Armorer and/or the Section/Shift or Watch Commander may disallow any weapon or ammunition which they determine does not comply with this General Order.
5. Only one secondary firearm will be authorized for an officer at any given time. In the event that an officer who is authorized to carry a secondary firearm wishes to carry a different secondary firearm, the new weapon will be submitted to the inspection process described in this subsection and, upon approval, the previously authorized weapon will be removed from service, and such shall be noted on the authorization card. An officer will carry only the one currently authorized secondary weapon.
- G. Once an officer has been authorized to carry a particular secondary firearm, he/she shall carry that secondary firearm only in the prescribed manner whenever they are on duty. While secondary firearms are optional, they will be subject to inspection at any time by any police supervisor.
- H. The authorized secondary firearm may be carried in the prescribed manner whenever the officer is off-duty or working in an off-duty capacity and is armed with a departmentally approved or issued firearm.

- I. In the event that an officer discharges a secondary firearm, unintentionally or intentionally, all investigative and reporting procedures established by these General Orders shall apply.
- J. Officers who wish to carry a secondary firearm must provide the weapon, carrying mechanism, and all required departmentally approved ammunition at their own expense.

## VI. Carbine Rifle

- A. Officers must complete one (1) year of service to carry a Departmentally issued carbine rifle. Officers desiring to carry the carbine rifle must submit a request on an officer's letter (5600-02) through their chain of command to the Office of the Chief of Police for approval. Once approved, an officer must complete the basic carbine rifle training course at the Training Division prior to being permitted to carry the carbine rifle.
  - 1. Officers who wish to participate in the Carbine Rifle Program are required to purchase the rifle, accessories, and all training and duty ammunition at their own expense.
  - 2. Carbine Rifles must be AR-15 style weapons, .223 caliber or 5.56 NATO, minimum of a 16 inch barrel, and configured for semi-automatic use only. The rifle and all accessories must be black in color.
  - 3. Minimum trigger pull weight must be no less than 5.5 pounds. No set triggers or two stage triggers will be allowed.
  - 4. The maximum magazine capacity is 30 rounds for the carbine rifle. All carbine rifle magazines will be loaded with 28 rounds, two rounds short of the maximum capacity of the magazine. Spare magazines will be carried in a bag, belt, or approved chest carrier when deployed. When the Officer deploys the bag, belt, or approved chest carrier, it must have identifying police markings so the Officer is readily identified as such.
  - 5. All carbine rifles will be equipped with front and rear iron sights. A rugged electronic sight is highly recommended and the Training Division is available for a recommendation of manufactures. The electronic sight must be mounted in such a manner that it allows for a "co-witnessing" sight picture when viewed through the iron sights. The sight picture shall be considered co-witnessing when a proper sight alignment is visible through the electronic sight. This is required in case the electronic sight fails. No sights with magnification will be allowed on the weapon.
  - 6. Carbine Rifles transported in departmental vehicles must be locked in a rifle rack designed for such purpose or stored in a case in the trunk of the vehicle. The interior trunk release must be disabled in order to store the carbine rifle in the trunk. In the case of a specialty vehicle with no trunk, the carbine rifle will be stored in a case in the rear of the vehicle and out of sight.
  - 7. While being stored in the vehicle, the weapon will be:
    - a) On "safe";
    - b) No round in the chamber;
    - c) The bolt/dust cover closed, if equipped; and,

- d) Loaded magazine inserted into the weapon.
8. No loaded rifles will be allowed in any police facility. In order to enter a facility, the rifle will be:
- a) On “safe”;
  - b) No round in the chamber;
  - c) The bolt/dust cover open; and,
  - d) No magazine will be in the weapon.
9. Below is a list of the only accessories that are approved to mount on the Carbine Rifle (no lasers will be allowed):
- a) Flashlight system;
  - b) Forward grip;
  - c) Adjustable stock;
  - d) Night Sights; and,
  - e) Sling (Required).
10. Officers will not modify their patrol rifle with any accessories not approved. These include but are not limited to:
- a) Battery Assisted Devices; or,
  - b) Any device that enters the trigger guard for the purposes of operating the bolt catch.

B. Department Issued Carbine Rifles

1. Personnel selected to receive a department issued rifle must meet the following requirements:
- a) Officers have completed ~~their two (2)~~ one (1) year of service ~~Probationary Police Officer (PPO) period~~ to be eligible to receive a department issued carbine rifle.
  - b) Personnel who fail to successfully pass annual firearms qualifications with their department issued semi-automatic pistol will not be considered for a department issued carbine rifle.
  - c) Personnel may decline a department issued carbine rifle and continue carrying their own purchased rifle as long as they have met the basic carbine rifle training course and meet all other requirements.

2. Department issued rifles will be a Smith&Wesson M&P15 SBR. The rifle will be outfitted with the following attachments. Items not on this list are not approved.
  - a) Nightstick Tactical Long-gun mounted flashlight (Model: TAC-460XL-KO1);
  - b) Holosun HS403R optic;
  - c) Iron Sights (Mounted)
  - d) Forward grip, 90-degree angle;
  - e) Adjustable stock;
  - f) Mag Pull OD 2-point Sling
3. Personnel carrying a department issued carbine rifle may not alter, replace, remove, or modify any component of the rifle or its accessories. Any of these actions by an officer may result in the rifle being removed from the officer. Additionally, any department issued carbine rifle found to be dirty or inoperable will be taken from the officer.
4. Cleaning of department owned rifles shall only be done following the listed guidelines:
  - a) Personnel may only clean the upper receiver area that houses the bolt carrier group. No other parts of the rifle shall be cleaned unless under the supervision of a Department rifle armorer.
  - b) When cleaning the above listed group, do not introduce any liquid into the barrel or suppressor. Cleaner Lubricant Preservative (CLP) are the only cleaners approved by Smith&Wesson.
  - c) A boar snake that has had the brass component removed from it, may be utilized through the barrel/suppressor to dry any moisture.
  - d) All carbine rifles will be inspected annually by a Department rifle armorer or at the completion of 1,000 fired rounds at which time will bring their department issued carbine rifles to the Training Division and notify them of their round count. Personnel will be required to maintain a round count in the provided logbook.
  - e) All ammunition used in carbine rifles must be approved by a Training Division Armorer and conform to Departmental ammunition guidelines. No reload, hand loaded, frangible or training ammunition rounds may be fired through the rifle.
5. At any point any officer wishing to relinquish their department issued carbine rifle must notify the In-Service Training Sergeant and return the rifle with all accessories to the Training Division Quartermaster.

C. Duty Ammunition

1. Only duty rounds issued by the Training Division are permitted.
2. Tracer, explosive, incendiary, or armor-piercing ammunition are not permitted.

D. Training

1. In order for a sworn member of the Little Rock Police Department to carry a carbine rifle, they must first attend the Basic Rifle Course conducted at the Training Division. Safety, proper technique and accuracy are the goals of the firearms training. Courses include both day and low-light shooting. This course will teach the following skills:
  - a) Safety;
  - b) Policy;
  - c) Nomenclature;
  - d) Cleaning and Maintenance;
  - e) Limitation of Weapon System; and,
  - f) Proficiency in shooting.
2. The carbine rifle course of fire will have a specific time frame sufficient to simulate a stress situation, which causes the officer to apply fundamental concepts of safety, proper technique, and accuracy in firing and proficiency in reloading the firearm.
3. The course of fire and the passing score will be determined by the Training Division with the approval of the Chief of Police. During any qualification, if anyone does not qualify, they must attend remedial firearms training from an LRPD Firearms Instructor before being eligible to carry their rifle. If after this instruction, they fail to qualify, they will be suspended from carrying a rifle and will be required to attend the Basic Rifle Course again should the Officer desire to carry the carbine rifle.
4. A firearms instructor can recommend to the Chief of Police that an officer not be permitted to carry the carbine rifle because of lack of proficiency, even though the officer has qualified with it.
5. All officers who carry the carbine rifle will be required to qualify two (2) times a year at the Training Division's Firing Range. The Training Division will set the qualification dates. Anyone who misses the set qualifications will contact the Range Master and coordinate a make-up qualification. Any officer failing to complete an annual qualification for one (1) calendar year, will be removed from the Rifle Program. Exceptions will be made for those on Military Leave, Injured on Extended Leave, etc.
6. Practice days for the rifle range will be announced and conducted throughout the year. A firearms instructor will be present during these practice sessions for instruction and safety.
7. Once an Officer attends the Carbine Rifle School and meets the requirements to carry the rifle, the Training Division will send a memorandum to their Division Commander authorizing that officer to carry the rifle. This memorandum will include the authorized rifle that the officer is allowed to carry. If at any time, an Officer fails to re-qualify or is not able to carry the carbine rifle for any other reason, the Training Division will notify the officer's Division Commander of the status change.
8. After each Carbine Rifle Training School, the Training Division will send each Division Commander an updated master list of personnel who are authorized to carry the carbine

rifle. This list will contain the authorized weapon for each officer. The Division Commander will make this list available to all supervisors under their command.

E. **Weapon Repair and Maintenance Guidelines**

1. All carbine rifles will be inspected semi-annually by a Training Staff armorer or their designee.
2. Officers shall submit their rifle for inspection if any modifications to the carbine rifle's sights, trigger, bolt, barrel, or muzzle brake or any other component that could compromise the rifle's safety, functionality, or reliability.
3. Weapons determined unsafe or to have an unauthorized accessory by a departmental armorer will not be authorized for use in the performance of duty.
4. Weapons determined unsafe may be re-inspected at a later date by the same armorer if possible, and if found safe may be approved for use in the performance of duty.

**VII. Weapon Repairs and Maintenance Guidelines**

- A. Only certified police armorers authorized by the Training Division Commander will repair, modify or otherwise work on departmentally owned weapons.
- B. Officers will be responsible for maintaining issued and personally owned weapons in a clean and serviceable condition.
- C. All departmentally approved and issued firearms will be inspected annually by a Training staff armorer.
  1. Weapons determined unsafe by a departmental armorer will not be authorized for use in the performance of duty.
  2. Weapons determined unsafe may be re-inspected at a later date by the same armorer, if possible, and if found safe may be approved for use in the performance of duty.
- D. Officers may install, at their own expense, Hogue-Handall and Pachmayr type grips.
- E. Officers may purchase "Speed Sights", at their own expense, however they must be installed by a Department Armorer.

**VIII. Training**

- A. Prior to being authorized to carry a weapon, each officer will be instructed by the Training Division in:
  1. Policies and procedures concerning the use of force necessary to effect a lawful arrest; and,
  2. When the use of deadly force may be exercised.

- B. All officers authorized to carry weapons will be issued a current copy of the Little Rock Police Use of Force policy as contained in the Department General Orders. Issuance of the General Orders will be the responsibility of the Accreditation Unit.
- C. Annually, each sworn member of the Little Rock Police Department will be required to receive in-service training on the Police Department's use-of-force policy and demonstrate proficiency with any approved weapon the sworn member is authorized to use.
- D. Annually, each sworn member of the Little Rock Police Department will be required to successfully complete a firearms qualification course that meets the Arkansas Law Enforcement Standards & Training, Standard Qualification Course of Fire, with fifty (50) rounds for one target, with a passing score of eighty percent (80%) [OLES Regulation 1026].
- E. Only officers demonstrating proficiency with an approved weapon on an annual basis shall be authorized to use such weapons.
- F. Only certified instructors will be utilized to present this training.
- G. The Training Division will document the officer's training and proficiency record to reflect their attendance of in-service training classes and document the officer's proficiency in the use of departmentally authorized weapons.

#### **IX. Handling Firearms**

- A. All firearms shall be carried in a safe and secure manner both on and off-duty.
- B. Officers will not clean, repair or load firearms in police buildings, except at the range, unless ordered to do so by a supervisor or range instructor.
- C. Handguns will not be carried cocked in the holster, unless the weapon is designed to be carried in such a manner.
- D. Handguns will not be cocked, if applicable, while pursuing, subduing, arresting or searching a suspect.
- E. Shotguns will not be carried inside a police building with the breech closed.
- F. Shotguns shall be carried in shotgun racks in patrol vehicles with the breech locked and closed, chamber empty, magazine full and the safety on.
- G. Under no circumstances shall a shotgun be placed in the rack with a round in the chamber or with the safety off.
- H. Officers shall at all times adhere to standard firearms safety instructions provided by Departmental training processes.
- I. Firearms will at all times be maintained and used in a manner which precludes unintentional discharges.
- J. Officers shall secure weapons from unauthorized access both on and off-duty.

**X. Pistol Mounted Optic****A. Definition**

1. For the purpose of this policy and clarity, "Pistol Mounted Optic" refers for any optic that is mounted to a pistol that is used as an aiming device.

**B. Equipment**

1. Only weapons that are manufactured from the factory with a pistol mounted optic platform will be utilized by the department. Aftermarket milling of slides, mounts replacing the rear sight, or any other aftermarket mount will not be allowed.
2. The only approved pistol mounted optics for duty use are the Holosun SCS MOS and the Holosun HE09T GR X2.
3. The only departmentally approved holsters are the Safariland 6360RD, The Safariland 7360RDS, and the Alien Gear Rapid Force Level 3. When utilizing these holsters, a weapon mounted light must be attached to the pistol to ensure proper weapon retention therefore only officers that have attended the Weapon Mounted Light Course will be allowed to utilize a pistol mounted optic.
4. Only holsters manufactured to accommodate a pistol mounted optic will be utilized off-duty to carry a city issued weapon.
5. Only armorers approved by the quartermaster will be authorized to mount, remove, or otherwise adjust the pistol mounted optics to include zeroing and replacing batteries. This is to ensure that proper tracking of battery life and pistol mounted optic failures.

**C. Training**

1. Only firearms instructors approved by the Training Division Commander will conduct pistol mounted optic certifications courses.
2. The training will consist of a minimum of 16 hours of training with topics to include maintenance, optic failure training, and pre-duty function testing.
3. Only officers successfully completing the course will be authorized to carry a pistol mounted optic on departmentally issued pistols.

**D. Maintenance**

1. All personnel authorized to carry a pistol mounted optic will be responsible for ensuring their optic is functioning prior to their shift.
2. Pre-duty function check will consist of:
  1. Ensure the optic is securely mounted to the weapon and that the "witness marks" are still in alignment.

2. Ensure the optic's battery is functioning.
  3. Ensure the optic's lens is not obscured or cracked.
  4. Ensure the optic's emitter is not obscured.
  5. Ensure the optic's is co-witnessed with the weapon's iron sights.
3. In the event the optic fails the pre-duty function check, the officer will contact the Training Division Quartermaster for maintenance. Officers will continue their regular duties utilizing the backup iron sights until maintenance can be completed on the weapon by approved armorers.
  4. Batteries will be replaced on an annual basis during annual armoring.

Additions and revisions are *italicized and underlined*.

Deletions are denoted with a strike through.