

Firearms

310.1 FIREARMS PURPOSE AND SCOPE

This policy provides guidelines for department-approved firearms, the safe and legal carrying of firearms, firearms maintenance, and firearms training.

This policy does not apply to issues related to the use of firearms that are addressed in the Use of Force or Officer-Involved Shootings and Deaths policies.

This policy only applies to those members who are authorized to carry firearms.

310.2 FIREARMS POLICY

The Unified Police Department will equip its members with firearms to address the risks posed to the public and department members by violent and sometimes well-armed persons. The department will ensure firearms are appropriate and in good working order and that relevant training is provided.

310.3 ON-DUTY FIREARMS

Officers shall be armed at all times with an approved primary duty pistol while on duty, except:

- A. When entering a jail, prison, or other secure building or area.
- B. When excused due to the nature of an assignment.
- C. When excused by the Chief or Commander.

310.4 OFF-DUTY WEAPONS AVAILABILITY

When feasible, and unless otherwise prohibited, off-duty members should have an authorized firearm readily available. Satisfying the requirement to have a firearm “readily available” will depend upon the situation, activity, and location of the officer.

310.5 AUTHORIZED FIREARMS

Members shall only use firearms that are issued or approved by the department and have been inspected by training staff. Members will be limited to a total of 5 weapons which they can qualify with and carry at any given time. This number includes Primary Duty, Rifle, Off Duty, Back-up, and Hideout firearms.

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All other weapons not provided by the department, including, but not limited to, edged weapons, chemical or electronic weapons, impact weapons or any weapon prohibited or restricted by law or that is not covered elsewhere by department policy, may not be carried by members in the performance of their official duties without the express written authorization of the Chief. This exclusion does not apply to the carrying of a single folding or retracting pocketknife that is not otherwise prohibited by law.

For descriptions and regulations regarding other authorized weapons see policies: Control Devices and Techniques and Conducted Electrical Weapons.

All weapons are required to meet manufacturer specifications.

Approved handgun / pistol calibers are 9mm, .45ACP, .40 Caliber.

Weapons in .357 Sig, .357 Magnum, .380 or .38 Special are removed. Members qualified on weapons of these calibers prior to July 1, 2021 will be grandfathered. No new weapons in .380, .38 Special, .357 Sig, or .357 Magnum will be allowed after July 1, 2021.

Members who desire to carry a firearm authorized prior to this policy may be allowed to do so. The member must be currently qualified on the firearm(s) in question as of July 1, 2021 and must maintain that qualification. Should a member's firearm qualification lapse, the weapon will be disallowed moving forward.

310.5.1 PURCHASE OF FIREARMS BY RETIRED MEMBERS:

Refer to Separations Policy.

310.5.2 PRIMARY DUTY HANDGUNS

The department authorized handguns pistols are:

- a. Glock semi-automatic. All models will have the minimum 5.5-pound standard Glock trigger.
- b. Smith and Wesson semi-automatic Military and Police (M&P).
- c. Colt series 80 firearms in Single Action.
- d. STI or Staccato firearms, manufactured after January 1, 2018.

To carry cocked and locked Colts or STI / Staccato Firearms, the member will complete 16 hours of training on this system before being permitted to carry.

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Authorized Primary Duty Weapons for administrative and investigative positions only:

- a. All Glock models approved for primary or off duty use.
- b. Smith & Wesson M&P Shield
- c. Sig Sauer 365

Revolvers are prohibited for primary duty.

Officers completing basic semi-automatic pistol training must participate with the semi-automatic pistol that they will be carrying while on duty.

Production competition versions of otherwise authorized handguns are prohibited for regular duty use.

Prior to their use, personal duty pistols will be inspected by the Training Unit and the officer certified.

310.5.3 SHOTGUNS

Shotguns will only be used for SWAT.

Authorized SWAT officers will complete an initial training class and re-qualify with the shotgun annually.

When not deployed, the shotgun shall be properly secured consistent with department training in a locking weapons rack in the patrol vehicle.

310.5.4 RIFLES

The department authorized duty rifles are:

- a. Colt Carbine / Rifle, semi-automatic 9 mm and .223(5.56) calibers.
- b. Fabrique Nationale FN-15 Series 16" Carbine (FN combat trigger only) semi-automatic, .223(5.56) caliber.
- c. Sig Sauer MPX PCC Semi-Auto, 9mm
- d. Fabrique Nationale FN-15 Series 11.5" Carbine, full-auto capable, .223(5.56) (SWAT only)
- e. Sionics Patrol Three .223(5.56) SBR 11.5" – LE Edition (SWAT only)
- f. Sig Sauer MPX PCC automatic, 9mm (SWAT only)
- g. 50 caliber Barrett (SWAT only)
- h. Colt Carbine automatic .223(5.56) caliber (SWAT only)
- i. Accuracy International AT and X, .308 and .338 caliber (SWAT only)
- j. Ruger .22 bolt action (SWAT only)

Officers must complete an initial training class with a rifle and re-qualify with the weapon annually.

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Prior to their use, personal rifles will be inspected and authorized by the Training Unit. Production competition versions of otherwise authorized rifles are prohibited for regular duty use.

Any additions or alterations outside of defined accessories in this policy are prohibited.

Accessories will follow a black, brown, bronze, grey, olive drab (OD), tan (FDE), or silver color scheme. Finishes utilizing high luster, bright gold / chrome, nickel, camouflage, etc. are not allowed.

Currently allowed modifications to rifles are as follows:

- (a) Optics or laser sights may only be installed on a firearm carried on- or off-duty after they have been examined and approved by range staff. Any approved sight shall only be installed in strict accordance with manufacturer specifications. Once approved sights have been properly installed on any firearm, the member shall qualify with the firearm to ensure proper functionality and sighting of the firearm prior to carrying it.
 - a. Except in an approved training situation, a member may only sight in on a target when the member would otherwise be justified in pointing a firearm at the target.
 - b. All optic systems will be mounted according to firearm manufacturer specifications only.
 - c. Any future requests for optic systems will be presented to the Firearms Committee for evaluation.
 - d. No sighting system on a patrol rifle will exceed 6 power magnification. Variable sight optics must remain on 1 power until magnification is required.
 - e. Rifles equipped with a low power variable optic may be equipped with a magnification throw lever.
 - f. Members utilizing a variable sight optic system will be required to attend an 8-hour training class.
 - g. Due to the number of different optic systems, their varying quality, and changing model identifiers the range will maintain a list of approved models. Members must contact the range prior to purchasing an optic to determine if it falls within current guidelines. The list of approved optics will be reviewed and updated annually.

Currently approved optic manufactures are:

- i. EoTech, (manufactured after January 1, 2016 as to meet correction by manufacturer on all models)
- ii. Vortex
- iii. Trijicon
- iv. AimPoint
- v. Leupold
- vi. Sig Sauer

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(b) Ambidextrous Charging Handles

- a. Materials will be 7075-T6 aluminum mill spec.
- b. Charging handles will be medium size, no extended charging handles or competition handles are allowed.

Authorized brands and models are as follows:

- i. BCM Gunfighter
- ii. Radian Raptor - Standard
- iii. Geissle Government Charging Handle
- iv. SilencerCo – Gas Defeating Charging Handle (GDCH)

(c) After market handguards, grips, and buttstocks will be purchased from the following manufacturers:

- a. Mag-Pul
- b. BCM
- c. Daniel Defense
- d. Midwest Industries

A list of approved accessories from these manufactures will be maintained by the range and available upon request.

(d) 45-degree offset sights are required to be installed on all rifles utilizing a variable sight optic.

Approved manufactures are as follows:

- a. Dueck Defense
- b. Mag-Pul

(e) Members may, at their own expense, equip their rifle with a suppressor. Prior to service the suppressor will be inspected and mounted by range staff.

Authorized manufactures are listed below:

- a. Silencer-Co
- b. Dead Air
- c. OSS
- d. Sure Fire

Members may deploy the patrol rifle in any circumstance where the member can articulate a reasonable expectation that the rifle may be needed. Examples of some general guidelines for deploying the patrol rifle may include, but are not limited to:

- a. Situations where the member reasonably anticipates an armed encounter.

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- b. When a member is faced with a situation that may require accurate and effective fire at long range.
- c. Situations where a member reasonably expects the need to meet or exceed a suspect's firearms.
- d. When a member reasonably believes that there may be a need to fire on a barricaded person or a person with a hostage.
- e. When a member reasonably believes that a suspect may be wearing body armor.
- f. When authorized or requested by a supervisor.
- g. When needed to euthanize an animal.

When not deployed, the patrol rifle shall be properly secured in a locking weapons rack or patrol locking box in the members assigned department vehicle.

310.5.5 PERSONALLY OWNED FIREARMS CARRIED ON DUTY

Personally owned duty firearms are subject to the following restrictions:

- (a) The firearm shall be in good working order and on the department list of approved firearms.
- (b) The firearm shall be inspected by the range staff prior to being carried and thereafter shall be subject to inspection whenever it is deemed necessary.
- (c) Prior to carrying the firearm, members shall qualify under range supervision and thereafter shall qualify in accordance with the department qualification schedule. Members must demonstrate proficiency and safe handling, and that the firearm functions properly.
- (d) Firearms will follow a black, brown, bronze, grey, olive drab (OD), tan (FDE), or silver color scheme as available from Glock, Sig Sauer, Smith & Wesson, Colt, FN, and Staccato. Finishes utilizing high luster, bright gold / chrome, nickel, camouflage, etc. are not allowed.
- (e) Extended or after market non-factory magazines are prohibited.
- (f) Handgun magazines with a capacity of more than 21 rounds are prohibited.
- (g) Rifle magazines with a capacity of more than 30 rounds are prohibited.
- (h) Handguns equipped with extended threaded barrels are not allowed.

310.5.6 BACK-UP HANDGUNS

Members desiring to carry department or personally owned secondary handguns are subject to the following restrictions:

- (a) The handgun shall be in good working order and on the department list of approved firearms.

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- (b) The handgun shall be carried concealed at all times and in such a manner as to prevent discharge or loss of physical control.
- (c) The handgun shall be inspected by range staff prior to being carried and thereafter shall be subject to inspection whenever it is deemed necessary.
- (d) Prior to carrying the secondary handgun, members shall qualify under range supervision and thereafter shall qualify in accordance with the department qualification schedule. Members must demonstrate proficiency and safe handling, and that the handgun functions properly.
- (e) No handguns with compensated or ported barrels are allowed.

All back-up weapons will be maintained consistent with the primary duty pistol policy.

310.5.7 OFF-DUTY HANDGUNS

The carrying of department issued firearms by members while off-duty is permitted by the Chief but may be rescinded should circumstances dictate (e.g., administrative leave).

In an emergency situation where an immediate life-threatening danger exists, the officer may use any weapon as a last resort, to protect human life.

The following firearms are suggested for off-duty use:

- a. All approved duty weapons.
- b. Smith and Wesson M&P in approved calibers.
- c. Sig Sauer 365.
- d. All Glock models in approved calibers.
- e. Compact models of approved duty handguns for a MRDS.

All off-duty weapons will be maintained consistent with the primary duty pistol policy.

Prior to their use, off-duty weapons will be inspected and authorized by the Training Unit. The officer must then be qualified on the use of that specific weapon.

The firearm shall be carried concealed at all times and in such a manner as to prevent discharge, or loss of physical control.

When armed, members shall carry their badges and UPD identification cards under circumstances requiring possession of such identification.

If a member desires to use more than one firearm while off-duty, the officer may do so, as long as all requirements set forth in this policy for each firearm are met.

Members shall only carry department-authorized ammunition.

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310.6 AMMUNITION

Members shall carry only department-authorized ammunition. Unless otherwise designated, authorized ammunition will be .223(5.56), 9mm, .40 S&W, .45 ACP, .22 Magnum, or .22 LR. Members shall be issued fresh duty ammunition in the quantity required to fill four (4) magazines for all department-issued firearms during the member's firearms qualification. Replacements for unserviceable or depleted ammunition issued by the department shall be dispensed by the training staff when needed, in accordance with established policy. This will be performed annually for all duty weapons.

The department will furnish ammunition to load no more than four magazines for the primary, back-up, off-duty, and other authorized handguns, as well as ammunition required for qualification.

Subject to budget and availability, each requesting authorized officer may also be issued up to 1,200 rounds of factory practice ammunition per calendar year. Practice ammunition will be issued at the rate of 100 rounds per month and must be used at the range on the date of issue.

Reloaded or re-manufactured ammunition will not be fired in department issue firearms.

310.7 HOLSTERS

Only department-approved holsters shall be used and worn by members. Members shall periodically inspect their holsters to make sure they are serviceable and provide the proper security and retention of the handgun.

Minimum retention for patrol is two mechanical points; Detectives and administration must have one mechanical point.

310.8 EXTERNAL LIGHTING & SIGHTING SYSTEMS

310.8.1 TACTICAL LIGHTS

Tactical lights may only be installed on a firearm carried on- or off-duty after they have been examined and approved by training staff.

Light Systems:

Officers must complete applicable training conducted by the Training Unit prior to mounting a light system.

Weapon mounted usage requirements:

Light systems must be mounted to the weapon.

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Approved lights:

Sure Fire Model X200 or newer generation, or Stream Light Model TLR-1 or newer generation (pistol and rifle) approved by Training Unit.

Sure Fire or Streamlight 3 or 6 volt rifle mounted light (several variants) must be approved by Training Unit.

Mod-Lite weapons mounted lights (rifle)

Officer's holster must meet retention holster policy and properly fit their weapon and light system. Light systems mounted on weapons will only be used for perceived or potential deadly force situations.

Laser Systems:

Officers will complete applicable training conducted by the Training Unit prior to carry. Lasers must be approved and installed by the Training Unit.

310.9 MICRO RED DOT SIGHTS (MRDS)

- (a) Handguns that are Micro Red Dot Sight (MRDS) compatible are only approved with a milled slide from the manufacturer.
- (b) In order to carry a handgun with a MRDS, members will be required to attend a department 16-hour training course.
- (c) The department will not provide the MRDS or holster. The MRDS and holster costs will be the responsibility of the individual officer and must meet the standards defined in this policy. The approved MRDS and holster will be required to be in the possession of the member prior to their attendance of the 16-hour training course. All other equipment necessary for the continued use and maintenance of an MRDS is the responsibility of the individual officer.
- (d) The training staff will mount and inspect all MRDS equipment prior to the training class and at least annually thereafter.
- (e) If it is required to remove the RDS from the frame to change the battery, battery changes will be done by a department certified armorer and the weapon will be re-zeroed immediately after.

Approved MRDS Systems are:

- a. Holosun EPS Carry
- b. Holosun 507 & 509 Series (excluding the two models listed below)
 - i. Holosun 507 ACSS Vulcan
 - ii. Holosun 509 ACSS Vulcan
- c. Aimpoint ACRO

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- d. Holosun 407k or 507k
 - e. Romeo Zero Elite (Sig 365 & 365XL direct mount)
 - f. Romeo 1 Pro (Sig 320 series direct mount)
 - g. Vortex Defender
 - h. Trijicon RMR HD
- (f) Leupold Delta Point Pro, Trijicon RMR cc, and Trijicon RMR (type 2) are no longer approved. Officers utilizing these systems prior to January 1, 2025 are grandfathered. However, when this optic is removed it cannot be replaced with the same model.
- (g) Mounting plates will be factory OEM or aftermarket part produced by CNC Pros / Athena Precision only.
- (h) Back-up iron suppressor sights are required with the use of a MRDS.

310.10 FIREARMS SAFETY

Each member shall be responsible for promptly reporting any damage or malfunction of an assigned firearm to a supervisor or training staff.

Officers shall exercise reasonable care and safety in handling, discharging, wearing, and storing of firearms for which they are responsible. Quick draw contests and other dangerous, unauthorized firearms practices are prohibited.

Firearms shall not be left in plain view in unattended vehicles unless secured in an approved, locked rack.

All firearms will be removed from vehicle when the vehicle is left for repairs.

Rifles in vehicles will be carried in cruiser ready condition only (Loaded magazine / Chamber empty).

Firearms that are the property of the department or personally owned firearms that are approved for department use may be repaired only by a person who is department-approved and certified as an armorer or gunsmith in the repair of the specific firearm.

Any repairs to the member's personally owned firearm shall be done at their expense.

310.10.1 SAFE HANDLING

Members shall maintain the highest level of safety when handling firearms and shall consider the following:

- (a) Members shall not unnecessarily display or handle any firearm.
- (b) Members shall be governed by all rules and regulations pertaining to the use of the range and shall obey all orders issued by the training staff.
- (c) Members are encouraged to practice drawing and dry fire drills, ensuring all firearms safety guidelines and training procedures are followed.

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- (d) Members shall not clean, repair, load, or unload a firearm anywhere in the department, except where clearing barrels are present.
- (e) Shotguns or rifles removed from vehicles, or the equipment storage room shall be loaded and unloaded in the parking lot and outside of the vehicle, using clearing barrels.
- (f) Members shall not place or store any firearm or other weapon on department premises except where the place of storage is locked. No one shall carry firearms into the jail section or any part thereof when securing or processing an arrestee but shall place all firearms in a secured location. Members providing access to the jail section to persons from outside agencies are responsible for ensuring firearms are not brought into the jail section.
- (g) Members shall not use any automatic firearm, heavy caliber rifle, gas or other type of chemical weapon or firearm from the armory, except with approval of the Training Supervisor.
- (h) Any firearm authorized by the department to be carried that is determined by a member to be malfunctioning or in need of service or repair shall be promptly presented to training staff for inspection and repair. Any firearm deemed in need of repair or service by the training staff will be immediately removed from service. If the firearm is the member's primary duty firearm, a replacement firearm will be issued to the member until the duty firearm is serviceable.

310.10.2 DISPLAYING A FIREARM

1. Firearms will not be removed from holsters, holders, or racks, except as may be required by proper performance of duty, training, inspection, or for storage or safekeeping.
2. Firearms will not be aimed at any person, animal, building, or other object, except as necessary in proper performance of duty.
3. The drawing and display of a firearm is permitted when objectively reasonable, such as when:
 - (a) Officers have reason to fear for their own safety or the safety of others including, but not limited to, searches of buildings for criminals, responding to crimes of violence in progress, high-risk vehicle stops
 - (b) A suspect is believed to have access to a deadly weapon.
4. Pistols will be initially fired double action, except for single action pistols, and as exigent circumstances require.

310.10.3 INSPECTION

Firearms will be kept clean and in good working order at all times.

Firearms carried pursuant to this chapter are subject to inspection at any time. Inspections will be conducted in secured areas of department premises.

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No firearm will pass inspection that does not comply with the regulations of this chapter. Supervisors are required to inspect the firearms of members monthly.

Members will empty and clear the firearm prior to examination by a supervisor.

Supervisors will check specifically for breaks, chips, or cracks in the extractor, ejector, magazines, and follower parts of semi-automatics as well as check the cleanliness of all weapons.

The Training Unit will inspect the firearms of all members during firearms qualifications and during unscheduled inspections throughout the year. Notice of any firearm that does not pass inspection will be sent to the member's Precinct through the Training Supervisor to the Commander.

Any department issued firearm found to be damaged due to neglect, intentional modification, alteration, or abuse may be grounds for disciplinary action, including restitution for the cost of the repair or replacement.

310.10.4 STORAGE AT HOME

Members shall ensure that all firearms and ammunition are locked and secured while in their homes, vehicles, or any other area under their control, and in a manner that will keep them inaccessible to children and others who should not have access. Members shall not permit department-issued firearms to be handled by anyone not authorized by the department to do so. Members should be aware that negligent storage of a firearm could result in civil liability.

310.10.5 ALCOHOL AND DRUGS

Firearms shall not be carried by any member, either on- or off-duty, who has consumed an amount of an alcoholic beverage, taken any drugs or medication, or has taken any combination thereof that would tend to adversely affect the member's senses or judgment.

310.10.6 ALTERING FIREARMS PROHIBITED

Officers shall not alter any department issue or department authorized firearm or allow any such firearm to be altered, inconsistent with department standards. Except as specifically designated in writing by the Chief, the department standards are the manufacturers' armorer specifications.

If a firearm is found to be altered, the firearm may be seized. If the firearm is retained for evidentiary purposes, a replacement firearm will be issued. If the firearm is personally owned, a receipt will be issued to the officer from whom the firearm is seized. The firearm will be retained until no longer needed for disciplinary or legal actions.

Officers in possession of a firearm that has been previously inspected by the Training Unit and is subsequently found to be altered without proper authorization may be subject to disciplinary action.

Such alteration(s) will be considered evidence for the purpose of disciplinary processes.

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310.11 DEPARTMENT FIREARM MAINTENANCE, ACQUISITION AND DISPOSAL

All department weapons or weapon system purchases must be pre-approved and authorized by the Training Supervisor to ensure they comply with this policy.

Department issue firearms will be maintained and repaired by the Training Unit.

Officers are responsible for maintaining and repairing personal firearms pursuant to this chapter. The Training Unit may repair carried personal firearms, subject to resource availability.

All other repaired personal firearms will be inspected by the Training Unit prior to being carried.

Officers in uniform will wear only one firearm visibly displayed, except when taking enforcement actions.

Firearms worn by officers in civilian clothing will be concealed from view, except when in law enforcement work areas or when taking enforcement actions and must meet holster policy.

Factory made checkered, combat-type, walnut, black rubber, or plastic grips may be used to replace standard grips if permitted by manufacturer specification. Such information is available from the Training Unit.

On-duty officers will not carry or store any firearm other than an authorized firearm.

The Training Supervisor is responsible for department firearms purchases including firearms, all firearms accessories, replacement parts, test and evaluations weapons, and munitions.

Special Operations Command may also purchase weapons relative to the SWAT assignment utilizing the Special Operations Budget. All weapons purchased for the SWAT function will be delivered to and inspected by training staff prior to issuance. Inventory of such weapons will be the responsibility of the Training Supervisor.

All firearms or munitions disposals will be executed by the Training Unit under the direction of the Training Supervisor after being coordinated with the Property and Evidence Unit and Finance Unit.

310.12 FIREARMS CERTIFICATION AND TRAINING

All members who carry a firearm while on-duty are required to successfully complete training according to the Professional Standards Division schedule with their duty firearms. In addition to scheduled training, all members will qualify at least annually with their duty firearms.

Members will qualify with off-duty and secondary firearms at least annually. Training and qualifications must be on an approved range course and must be administered by training staff or their designee.

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At least annually, all members carrying a firearm should receive practical training designed to simulate field situations including low-light shooting.

310.12.1 DEFINITION

“Certify / Certification” means the officer is authorized to carry a firearm in the performance of their law enforcement functions by having qualified with each firearm they are authorized to carry and maintaining ongoing passing grades in the Core Training Proficiencies, as applicable.

“Core Firearms Proficiencies” are the basic training blocks that consist of the PPC, computer simulated training, low light shoot, and stress shoot.

“Qualify / Qualification” means the officer has achieved at least the minimum passing score on a PPC or similar numerically scored exercise.

“Training” is the process of acquiring the information, skills, knowledge, and judgment to operate and use, within the boundaries of office policy and the law, the firearms an officer is authorized to carry.

“Training block” is a formal training class conducted under the direction of the Firearms Committee that follows a lesson plan and may be scored.

310.12.2 INITIAL CERTIFICATION

New officers with the department shall be initially certified by attending and passing the auto pistol school and qualifying with each firearm they are authorized to carry on or off duty.

New officers with the department shall retain their certification by successfully passing the Core Training Proficiencies as those training sessions are offered after their hire date.

310.12.3 MAINTAINING CERTIFICATION

To maintain their firearms certification, officers shall qualify with each firearm they are authorized to carry; and maintain ongoing passing grades in the Core Firearms Proficiencies.

Failure to Maintain Certification:

The Training Supervisor shall notify the officer, the officer’s Commander / Administrator, and the Human Resources Director when an officer has failed to maintain firearms certification.

Officers who fail to maintain firearms certification shall be placed on restricted duty and shall not exercise law enforcement authority until their firearms certification is reinstated.

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310.12.4 FIREARMS COMMITTEE

PURPOSE

The Firearms Committee shall have the responsibility for evaluating firearms training, setting training objectives, and reviewing proposed lesson plans. The Firearms Committee will also have responsibility for evaluating and reviewing any proposed changes or additions to approved weapons, weapon accessories, holsters, and ammunition. All recommendations will be submitted to the Firearms Committee by the Professional Standards Commander. Members wishing to make recommendations for changes should submit such requests to a member of the Firearms Committee for review. All such requests will be forwarded to the Professional Standards Commander.

GENERAL

The Professional Standards Commander will serve as the chairperson of the Firearms Committee. Members of the committee shall include the following: The Firearms Training Supervisor, and two UPD representatives.

PROCEDURE

Firearms Committee Chairperson—Professional Standards Commander

1. Contacts appropriate commanders to ensure all committee positions are filled, with replacements and alternates assigned as necessary.
2. Notifies committee members of quarterly meetings, or as required.
3. Prepares evaluation reports based on recommendations of the committee.
4. Submits the evaluation to the Chief through the chain of command.
5. Ensures timely implementation of approved changes.

Firearms Committee

1. Firearms Committee will make suggestions as to scope and topic of each training based on current events, training efficiencies, and operational needs.
2. Ensures each firearms training program is based on an appropriate job task analysis, with a published lesson plan indicating:
 - a. performance and job-related objectives.
 - b. content of the training and specification of the appropriate instructional techniques.
 - c. identification of any tests used in the training process; and
 - d. criteria for satisfactory performance.
3. Reviews relevant factors that impact the instruction, testing, and evaluation of firearms training programs.

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4. Considers the following, along with other factors, in completing the evaluation process:
 - a. New laws and court decisions
 - b. Inspection and staff reports
 - c. Consultations and meetings with other members
 - d. Field observances
 - e. Physical facilities
 - f. Training evaluations, electronic surveys, and Training Committee reports
 - g. Potential training deficiencies identified through internal investigations
5. Evaluates handguns, rifles, shotguns, and less lethal systems, as well as ancillary equipment and ammunition, prior to department use.

310.12.5 TRAINING

The Training Supervisor shall have authority for all activities at the range, including safety, scheduling, record keeping, armorer activities, allocation of ammunition and resources, and maintenance. The Training Unit and Firearms Instructors may assist the Training Supervisor in fulfilling these responsibilities at their direction. The Training Supervisor reserves the right to postpone the use of any Firearm or equipment until it has been reviewed by the Firearms Committee.

Only those officers who are qualified to carry the type of firearm(s) used during a training block may participate in the training block, unless authorized by the Chief or their designee. Honorary Colonels or Citizens Academy participants are authorized to attend firearms familiarization training.

Officers with any health condition that could affect their ability to safely fire their firearm shall notify the Training Supervisor.

Officers must wear body armor and hearing and eye protection on the range while firing is occurring. Officers will wear the equipment they use on duty per their assignment.

The Firearms Instructors will monitor all training and will provide personalized instruction for those officers who are having difficulty mastering the skills being taught in the training block.

An officer may have up to three attempts to receive a passing grade during a Core Firearms Proficiencies training block. After the third attempt, the officer shall receive remedial training. The Training Supervisor shall schedule remedial training within seven (7) days of the officer's third attempt. After receiving remedial training, the officer may attempt one more time to receive a passing grade. If the officer does not receive a passing grade, then the officer's firearms certification will be suspended.

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Officers with any health condition that restricts their ability to participate in a training block will coordinate with their Commander / Administrator for an alternative remedy. The Training Unit will be notified of such remedy prior to the officer's participation in, or being excused from, a training block. Missed Firearms training must be completed within seven days of the member's return to normal duty or otherwise be determined by the member's Commander / Administrator prior to the end of the training year or within thirty (30) days of leaving restricted duty, whichever is shorter.

310.12.6 MISCELLANEOUS

The Mutual Aid Marksmanship Ribbon will be awarded to officers who meet the criteria established in the awards policy.

Only members of the Training Unit are authorized to sign firearms familiarization certifications for concealed carry permits. The Training Unit is only authorized to sign such familiarization certifications for current or retired sworn members who have successfully completed firearms training.

Officers shall conduct themselves at all times in a manner that ensures their own safety and the safety of other people present. The Training Supervisor, members of the Training Unit or Firearms Committee, or Firearms Instructors shall immediately address unsafe conditions and may remove a member from the range when the person's conduct is unsafe. The Training Supervisor or their designee shall notify the officer's Commander / Administrator of such removal.

Any office issued weapon that has not been qualified with for more than one year will be turned into the Training Unit.

310.13 FIREARM DISCHARGE

For discharge of firearms reporting requirements see Use of Force policy.

310.13.1 PERMISSIBLE DISCHARGE OF FIREARMS IN PERFORMANCE OF DUTY

1. The use of firearms in connection with deadly force.
2. Discharge of a firearm to prevent an attack by an animal that represents a threat to public safety or as a humanitarian measure to destroy a seriously injured animal when the member reasonably believes that such discharge can be used without harm to the member or others.
3. The discharge of firearms on firing ranges as required for training, competition, and / or inspection.

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310.13.2 WARNING AND OTHER SHOTS

Generally, warning shots or shots fired for the purpose of summoning aid are discouraged and may not be discharged unless the member reasonably believes that they appear necessary, effective, and reasonably safe.

A warning shot may only be fired if a member is authorized to use deadly force and only if a warning shot can be fired safely considering all circumstances of the encounter.

310.13.3 DIRECTED EMERGENCY FIRE

DEFINITION: Directed Emergency Fire (“DEF”) is a controlled, concentrated, and coordinated course of fire directed at a life-endangering threat where an officer reasonably believes the threat to be located.

POLICY: The use of Directed Emergency Fire is deadly force. DEF shall be utilized consistent with UPD Use of Force policy and this policy.

PROCEDURES:

DEF may be utilized when officers and / or members of the public are exposed to an immediate, life-endangering threat.

DEF can be deployed against a “target specific” threat (Active Killer) or toward a “specific threat area” (known area occupied by the threat(s)).

DEF may be used to stop or distract the threat while officers move to gain a tactical advantage or conduct the rescue of an officer or member of the public.

Prior to using DEF, officers shall do the following:

- Determine that the use of deadly force is justified.
- Alert all concerned personnel, via radio if feasible, that DEF will be employed.
- Based upon weapons deployed by the officer, give consideration to the background.
- Determine that the use of DEF will not place members of the public at a greater risk than the actions of the threat.

In the absence of a visual on the target, officers should consider placing fire high or low, depending on the safest backdrop. DEF will be controlled and deliberate fire.

310.13.4 DESTRUCTION OF ANIMALS

Members are authorized to use firearms to stop an animal in circumstances where the animal reasonably appears to pose an imminent threat to human safety and alternative methods are not reasonably available or would likely be ineffective.

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In circumstances where there is sufficient advance notice that a potentially dangerous animal may be encountered, department members should develop reasonable contingency plans for dealing with the animal (e.g., fire extinguisher, TASER device, oleoresin capicum (OC) spray, animal control officer). Nothing in this policy shall prohibit any member from shooting a dangerous animal if circumstances reasonably dictate that a contingency plan has failed or becomes impractical.

310.13.5 INJURED ANIMALS

With the approval of a supervisor, a member may euthanize an animal that is so badly injured that human compassion requires its removal from further suffering and where other dispositions are impractical. Before destroying the animal, the officer shall obtain either the judgment of a veterinarian or of two reputable citizens called by the officer to view the animal in the presence of the officer, or shall obtain consent to the destruction from the owner of the animal (UCA 76-9-305(3)).

310.14 TRAINING SUPERVISOR DUTIES

The range will be under the exclusive control of the Professional Standards Commander through the Training Supervisor. All members attending will follow the directions of the Training Supervisor. The Training Supervisor will maintain a roster of all members attending the range and will submit the roster to the Professional Standards after each range date. Failure of any officer to sign in and out with the Training Supervisor may result in non-qualification.

The range shall remain operational and accessible to department members during hours established by the department.

The training staff has the responsibility of facilitating periodic inspection, at least once a year, of all duty weapons carried by officers of the department to verify proper operation. The Training Supervisor or training staff has the authority to deem any privately owned weapon unfit for service. The officer will be responsible for all repairs to their personally owned weapon and it will not be returned to service until inspected by the training staff.

The Training Supervisor has the responsibility for ensuring each member meets the minimum requirements during training shoots and, on at least a yearly basis, can demonstrate proficiency in the care, cleaning, and safety of all firearms the member is authorized to carry. The Training Supervisor will ensure all members adhere to the safety requirements of the department.

The Training Supervisor shall complete and submit to the Professional Standards Commander, documentation of the training courses provided. Documentation shall include the qualifications of each instructor who provides the training, a description of the training provided and, on a form that has been approved by the department, a list of each member who completes the training.

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The Training Supervisor should keep accurate records of all training shoots, qualifications, repairs, maintenance, or other records as directed by the Chief.

The Training Supervisor shall maintain the Training Unit budget and report to the Professional Standards Commander monthly uses of the credit card assigned to them.

The Training Supervisor is responsible for maintenance of the range and its components and reports to the Professional Standards Commander.

310.14.1 FEDERAL FIREARMS FORMS

Federal Firearms forms may be signed by the Training Supervisor

310.15 FLYING WHILE ARMED

The Transportation Security Administration (TSA) has imposed rules governing law enforcement officers flying armed on commercial aircraft. The following requirements apply to officers who intend to be armed while flying on a commercial air carrier or flights where screening is conducted (49 CFR 1544.219):

- (a) Officers wishing to fly while armed must be flying in an official capacity, not for vacation or pleasure, and must have a need to have the firearm accessible, as determined by the department based on the law and published TSA rules.
- (b) Officers must carry their UPD identification card, bearing the officer's name, a full-face photograph, identification number, the officer's signature and the signature of the Chief or the official seal of the department and must present this identification to airline officials when requested. The officer should also carry the standard photo identification needed for passenger screening by airline and TSA officials (e.g., driver license, passport).
- (c) The UPD must submit a National Law Enforcement Telecommunications System (NLETS) message prior to the officer's travel. If approved, TSA will send the UPD an NLETS message containing a unique alphanumeric identifier. The officer must present the message on the day of travel to airport personnel as authorization to travel while armed.
- (d) An official letter signed by the Chief authorizing armed travel may also accompany the officer. The letter should outline the officer's need to fly armed, detail their itinerary, and should include that the officer has completed the mandatory TSA training for a law enforcement officer flying while armed.
- (e) Officers must have completed the mandated TSA security training covering officers flying while armed. The training shall be given by the department-appointed instructor. It is the officer's responsibility to notify the air carrier in advance of the intended armed travel. This notification should be accomplished by early check-in at the carrier's check-in counter.

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- (f) Any officer flying while armed should discreetly contact the flight crew prior to take-off and notify them of their assigned seat.
- (g) Discretion must be used to avoid alarming passengers or crew by displaying a firearm. The officer must always keep the firearm concealed on their person. Firearms are not permitted in carry-on luggage and may not be stored in an overhead compartment.
- (h) Officers should try to resolve any problems associated with flying armed through the flight captain, ground security manager, TSA representative, or other management representative of the air carrier.
- (i) Officers shall not consume alcoholic beverages while aboard an aircraft, or within eight hours prior to boarding an aircraft.

310.15.1 FLYING ARMED CERTIFICATION

All flying armed LEO classes will be taught by the Training Unit. The Training Supervisor will approve I.D. cards and maintain records of attendance.

310.16 CARRYING FIREARMS OUT OF STATE

Qualified, active, full-time officers of this department are authorized to carry a concealed firearm in all other states subject to the following conditions (18 USC § 926B - LEOSA):

- (a) The officer shall carry UPD identification card whenever carrying such firearm.
- (b) The officer is not the subject of any current disciplinary action.
- (c) The officer may not be under the influence of alcohol or any other intoxicating or hallucinatory drug.
- (d) The officer will remain subject to this and all other department policies (including qualifying and training).

Officers are cautioned that individual states may enact local regulations that permit private persons or entities to prohibit or restrict the possession of concealed firearms on their property, or that prohibit or restrict the possession of firearms on any state or local government property, installation, building, base, or park. Federal authority may not shield an officer from arrest and prosecution in such locally restricted areas.

Active law enforcement officers from other states are subject to all requirements set forth in 18 USC § 926B - LEOSA.

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310.17 RETIRED OFFICER PROTECTION ACT

Retired UPD officers in good standing may qualify for the Federal Carry Law by qualification once a year. The officer must carry a department approved weapon and caliber. A new ID card will be issued with the expiration date not to exceed one (1) year. The Unified Police department is not liable for the actions of a retired officer, so it is recommended that the retired officer belong to a law enforcement organization where legal protection is provided. The officers must provide their own ammunition and will be required to have their firearm inspected and firearms card completed. This includes a background check (Triple I, no wants or warrants or domestic violence).

310.18 MILITARY / EXTENDED LEAVE

Any member on leave for more than 31 days will turn in their department issued weapon to the Training Supervisor for safe keeping until the member returns from active duty or returns from the extended leave.

310.19 FIREARM POSSESSION BY NON-FIREARMS AUTHORIZED MEMBERS

Non-firearms authorized members are prohibited from carrying or possessing firearms while on- duty or in uniform, except as lawfully carried pursuant to a concealed firearms permit. Non-firearms authorized members are not authorized to use deadly force while acting for and in behalf of the department. Only firearms certified officers are authorized to use deadly force while acting for and in behalf of the department. Under no circumstances will any other member use deadly force as a function of their job with the department. If a member who is not a firearms certified officer uses deadly force, they will not have the immunities or be entitled to the same indemnity afforded firearms certified officers.

Lawfully carried concealed weapons must be removed and properly secured prior to entering a secure building, including jails and UPD facilities.

Exception is made for the necessary performance of duties, such as a Forensic Investigations Technician processing a firearm or Property / Evidence Unit personnel handling evidence.