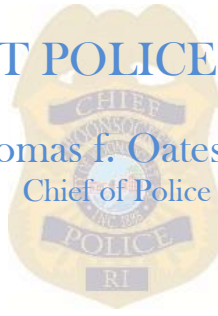


WOONSOCKET POLICE DEPARTMENT

Thomas J. Oates, III
Chief of Police



TYPE OF ORDER	NUMBER/SERIES	ISSUE DATE	EFFECTIVE DATE
General Order	310.06	9/28/2017	10/1/2017
SUBJECT		PREVIOUSLY ISSUED DATES	
Firing Range Use		March 1995	
ACCREDITATION		RE-EVALUATION DATE	
CALEA Standards: N/A RIPAC Standards: N/A		9/3/2020, 9/3/2022	
INDEX		DISTRIBUTION	
Weapons Procedures		Sworn Personnel	

FIRING RANGE USE

I. PURPOSE

The purpose of this policy is to provide for the safe and efficient use of the Woonsocket Police Department firing range and to ensure that its purpose is fulfilled, this is, that officers receive superior firearms training and that they have the facility available to them to further that training.

II. POLICY

It shall be the policy of the Woonsocket Police Department that all individuals who utilize the department range shall follow the rules and regulations listed herein.

III. PROCEDURES

A. Regulations (General)

1. All shooters must have been briefed by a certified instructor as to the requirements of this policy before using the range for the first time. A written record of this briefing shall be maintained as part of the Woonsocket Police Armory records.
2. Alcoholic beverages are not permitted on the range at any time.

3. Hearing and eye protection are mandatory on the range at all times.
4. All officers who have been issued a ballistic vest shall wear their department approved ballistic vest on the range at all times.
5. All basic safety rules apply, i.e. all firearms are treated as loaded; muzzle always pointed in a safe direction; finger off the trigger until ready to fire; weapon never fired before a target is ascertained.
6. All unholstered firearms not in use are to be unloaded with actions opened.
7. All users of the police range are to be familiar with the safe operation of the firearm(s) they bring or intend to use. If the user has any questions, they are to ask the instructor/armorer before the use of the weapon.
8. To minimize the danger of ricochet shots leaving the range, no targets are to be placed on the ground without instructor/armorer approval (e.g. reactive steel targets used in qualification/training).
9. An instructor/armorer is to be present whenever the range is in use except for those officers who are members of the Woonsocket Police Department.
10. Only approved ammunition is allowed, approval being the responsibility of the instructor/armorer. This range is designed for pistol, shotgun, and rifle training. Additionally, qualified officers train with 37mm and 40mm less-lethal munitions.
11. Professional conduct is expected and required at all times.
12. Any person on the range who becomes aware of any safety hazard can and is expected to call for a cease-fire. The universal signal for a cease-fire is as follows: handheld with the palm out and waved in an up-and-down motion while the person yells "ceasefire".
13. In the event of a called cease-fire, all weapons are to either be holstered or cleared and benched or grounded with magazines removed and actions opened.
14. Except in an extreme emergency, no animals are to be fired upon on range grounds.
15. The on-duty shift supervisor will be notified when the range is in use, by whom, and the expected duration of the use of the range.
16. Users of the range are responsible for ensuring that there shall be at least one working portable radio, working phone, and a first-aid kit at the range during times of use.
17. An illuminated warning light will be utilized at the range. During times of use, the range is considered; "hot" and the light will be illuminated to signal this condition to anyone approaching the range.
18. Only approved weapons may be fired at the department range, said approval is the responsibility of the instructor/armorer.
19. Users of the Woonsocket Police Department range are responsible for the cleanup and removal of expended brass and any litter.
20. All accidents occurring on or near the range are to be reported immediately to the on-duty Officer-in-Charge (OIC) at the Woonsocket Police Department and documented.
21. Any fired round of ammunition known to have left the range either by accident or ricochet is to be reported to the OIC and documented.

22. Range rules and regulations will be posted at the range and may be modified at the discretion of the Chief.

B. Regulations for Members of the Woonsocket Police Department

1. Any officer wishing to use the department range must obtain permission from the Training Officer before using the range. If the Training Lieutenant is not available then permission will be obtained from the Operations Captain.
2. The key for the range can be obtained from a department firearms instructor.
3. Officers using the range will notify the OIC.
4. Upon arrival at the range, officers shall note the condition of the range, and any issues will be documented and forwarded to the Operations Captain. Where there is damage or deficiencies observed, a full utility report will be completed and an entry made on the duty platoon's daily log. Copies of the report will be forwarded to the Operations Captain and the Training Lieutenant.
5. When using the department range, officers are expected to adhere to all of the requirements listed in *Section A Regulations (General)* of this policy.
6. If an officer is accompanied by a civilian, they shall first obtain a signed "Release and Indemnity Agreement".
7. Officers shall ensure the range has been secured before leaving the premises.
8. Officers will immediately return the range key when they are done using the range and have secured the premises. They will report any remarks as to the condition of the range to the range officer. (i.e.; vandalism, trash observed, unsecured gates, doors, etc.)

Per order,

Thomas F. Oates, III

Chief of Police

Written directives published within PowerDMS are in full force and effect on the referenced dates and have been approved by the Chief of Police