

St. Joseph, Missouri Police Department



DIRECTIVE TYPE: GENERAL ORDER		INDEX NUMBER: GO0122
SUBJECT: Weapons Training and Control		
EFFECTIVE DATE: August 1, 2000	REVISED: 2/27/04, 7/16/04, 7/21/06,	AMENDS/RESCINDS: GO0022
REVISIONS CONTINUED: 11/03/10, 5/14/13, 3/03/14, 2/14/17, 6/12/17		DISTRIBUTION: B (sworn members)

I. POLICY:

The Department requires that all sworn members maintain a standard of proficiency with the weapons they are issued and allowed to carry in the performance of their duties. Sworn members shall be qualified with their duty weapons, shotguns and/or rifles, off-duty/back-up weapons, and special weapons before being authorized to carry or use the same.

II. DEFINITIONS:

- A. Department Armorer:** The Department Armorer is responsible for maintenance of all department-owned firearms, firearms records, and firearms maintenance records. The Department Armorer assists in planning and coordinating firearms qualifications/training, and may serve as a firearms instructor and other duties as assigned.
- B. Firearms Instructor:** A member(s) who has completed a Department-approved Firearms Instructor Course.
- C. Weapons Instructor:** A member(s) who has completed a Department-approved Weapons Instructor Course (batons, mace, etc).
- D. Armorer:** A member who is trained to repair, detail, and/or maintain a particular firearm manufacturer's weapon.

III. PROCEDURE:

Sworn members shall participate in all weapons training as required by Department policy, and shall demonstrate weapons proficiency. Members shall be required to participate in weapons-related training, such as classroom instruction regarding the legal, moral and ethical aspects of the use of force/weapons, safety in handling firearms, maintenance of weapons, and other topics which may require training.

- A. Firearms/Range Qualification:** Members shall be required to obtain a minimum performance score based on the course being shot, weapon, ammunition, etc.

1. Members who fail to become qualified shall be required to participate in remedial training.
2. Members who fail to become qualified after remedial training shall not be allowed to carry the firearm and shall be subject to Administrative action that will result in the member working in a "non-armed" position.
3. Failure to qualify by members carrying their own personal duty weapon on the first attempt may result in that member not being allowed to carry that weapon on duty or re-qualify with that weapon until the next Department-wide qualification. Such members shall then be issued a Department weapon for use (after qualification with same).
4. Members who are unable to fire as first scheduled because of an absence shall be rescheduled at the discretion of the Training Officer, with the approval of the members Watch Commander.

B. Other Range Qualification and/or Rules:

1. There shall be a department Firearms Instructor present during all Department firearms training/qualification. Additional personnel may be utilized for safety concerns.
2. All Department firearms training/qualification shall be pre-approved by the Training Officer(s).
3. Members shall qualify with department-approved side-arms, shotguns, and rifles annually.
4. Any member issued or authorized to use special weapons shall qualify with the weapon at least, but not limited to, quarterly. The Department Armorer will designate special weapons.
5. Members shall report to the firing range with appropriate equipment and attire, as designated on the firearms qualification schedule.
6. The Department shall provide ammunition for qualification and scheduled firearms training. Ammunition for off-duty or secondary weapons shall be approved by the Department Armorer and provided by the member.
7. The qualification course for on-duty and off-duty weapons shall be the same.

C. Range Procedures:

1. All firing shall be done under the direction and supervision of a trained Firearms Instructor.
2. Written records of Department firearms training/qualification shall be prepared by the Department firearms instructor(s) and maintained as directed by the Department Training Officer. These records shall contain the following information:
 - a. Time and date;
 - b. Shooter's name;
 - c. Weapon make and model;
 - d. Weapon caliber;
 - e. Weapon serial number;
 - f. Score (pass or fail);
 - g. Remedial training (if needed);
 - h. Location of range used;
 - i. Name of appropriate firearms instructors; and

- b. Must be a semiautomatic pistol;
- c. Must be loaded with Department supplied and/or approved ammunition. All ammunition used by a member shall be produced by a major commercial manufacturer;
- d. Must be inspected, and approved for safety by an armorer(s);
- e. Must be registered with the Department, to include, but not limited to:
 - 1) Make;
 - 2) Model;
 - 3) Caliber; and
 - 4) Serial Number.
- f. The weapon and magazines must be carried in Department approved duty gear; and
- g. Magazines for semiautomatic pistols must also be presented for inspection with the handgun to ensure safe and reliable operation of the handgun.

2. On-Duty Rifles and Shotguns:

- a. Members shall be allowed to carry a Department-owned rifle and/or shotgun while on-duty.
- b. Members shall be allowed to carry an individually owned rifle and/or shotgun that is the same type as the Department issued rifle/shotgun. The rifle and/or shotgun shall also be inspected and approved by an armorer.
- c. All rifles and/or shotguns carried by a member must be loaded with Department approved ammunition with which the member has qualified (Specialized ammunition such as less lethal rounds, 12 gauge tear gas projectiles, slugs, etc., may not be carried until qualification with such ammunition)
- d. Individually owned rifles and/or shotguns must be registered with the Department, to include, but not limited to:
 - 1) Make;
 - 2) Model;
 - 3) Caliber; and
 - 4) Serial Number.
- e. Individually owned rifles must be .223 caliber, magazine fed, semiautomatic, with iron sights and equipped with a sling.
- f. Individually owned shotguns must be .12 gauge, with a tube fed magazine, pump action, iron sights, and equipped with a sling.
- g. No sights, scopes, or other auxiliary equipment which modifies the weapon shall be allowed without written approval of the division commander of the requesting member AND the inspection and approval of the department armorer.

3. On-Duty Special Weapons: Members qualified with a special weapon shall be permitted to carry such a weapon on-duty in accordance with the provisions set forth under the Department General Order governing "Special Response Team" (SRT).

4. **Off-Duty and Secondary (backup) Handguns:** Handguns for non-uniformed off-duty and secondary use shall meet the following conditions for approval:
 - a. May be a revolver or semiautomatic.
 - b. Must be loaded with Armorer-approved ammunition provided by the member.
 - c. All off-duty and/or secondary handguns shall be inspected, approved and registered with the Department by the armorer. The approval shall include holster/means-of-carry (see III.F.4.f below).
 - d. A member shall be qualified with any off-duty and/or secondary weapon.
 - e. Weapons must be able to be concealed on or under the duty uniform/clothing with no part of the weapon being visible or causing a noticeable bulge or distortion of the uniform/clothing.
 - f. Weapons must be secured in a manner in which the weapon will not be dropped, damaged, lost or accidentally discharged. Carrying an off duty or secondary handgun in the waistband or in a boot without a holster is specifically prohibited.
5. **Ammunition Specifications Authorized by the Department:**
Shall be approved by the department armorer.
6. **Records of Authorized Firearms:**
Records of all firearms (Department or individually owned) approved for use by Department personnel will be maintained by the Department Armorer, including dates of inspection and qualification.

G. Batons, Aerosol Weapons, and Auxiliary Weapon/Qualifications

Members are only permitted to carry agency-authorized weapons for which they have demonstrated proficiency. A qualified weapons instructor must monitor training and demonstration of proficiency.

1. Members who fail to demonstrate proficiency shall be required to participate in remedial training as directed by the Weapons Instructor.
2. Members who fail to demonstrate proficiency after remedial training shall not be allowed to carry the weapon and may be subject to Administrative action that will result in the member working in a "non-armed" position.

H. Control of Weapons by the Department

1. Batons:

- a. Officers shall be issued straight, collapsible batons after initial training and demonstrating proficiency and knowledge of agency policy regarding its use.
- b. Uniformed Officers shall be equipped with a Department issued or approved baton while on-duty.

2. Aerosol Weapons

- a. The Department will issue aerosol oleoresin capsicum (OC spray) to officers who have completed the required training.
- b. OC spray issued to members will be available to those members while on duty. Uniformed officers shall carry the department-issued OC spray on their duty belt in an issued/approved carrier.

3. Auxiliary Weapons

All weapons not previously mentioned in this order are considered auxiliary weapons and are prohibited for carry, use or possession while on duty unless advanced permission is received from the Chief of Police (a pocketknife is not considered an auxiliary weapon, and may be carried as a utility tool).

4. Storage of Department Weapons

- a. Weapons security is the responsibility of the officer to whom the weapon has been assigned.
- b. All weapons assigned to Department members will be stored in a manner that ensures access only to authorized personnel.
- c. Department firearms and other weapons will not be left unattended in locations where they are subject to unauthorized use, manipulation, damage and/or theft.
- d. Department firearms will not be stored in a vehicle for long periods of time such as overnight or between shifts unless such vehicle is equipped with a physical anti-theft device such as a department issued/approved gun vault or locking gun rack.
- e. All department weapons not in use shall be stored so that they are not compromised by the elements.
- f. Weapons safety topics, including safe handling and storage of firearms, will be included in weapons training courses.

Chris Connally, Chief of Police

Date