

COOLIDGE POLICE DEPARTMENT

CHAPTER 6

FIREARMS

CALEA Standard(s):

General
Orders

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A. General

1. The value of human life is immeasurable in our society. Police officers have been delegated the responsibility to protect life and property and to apprehend criminals and have been vested with the authority to accomplish that. This includes the officer's authority and responsibility to protect his own life.
2. When faced with threats of or actual use of force against them, officers shall exhaust every other reasonable means of apprehension, restraint, or force before resorting to the use of firearms to defend and protect themselves and others from injury.
3. Officers shall not unnecessarily draw or display any firearm or carelessly handle a firearm at any time. The same rules of good judgment applicable to the discharge of a weapon shall also apply to the drawing and displaying of a weapon by an officer.
4. An officer shall fire no warning shots. An officer who fires a shot to warn, or who otherwise discharges a firearm without proper justification, may be subject to disciplinary and possible civil and criminal action.
5. Officers shall not, under any circumstances including a case of another officer being held hostage, surrender his or any other firearm to a suspect.

B. Discharging Weapons – Use of deadly force

1. Officers shall not discharge firearms in connection with police activities either on or off duty except under the following circumstances:
 - a. At an approved range for target practice
 - b. Dispatching animals seriously injured or dangerous when other disposition is impractical
 - c. When authorized by a superior officer

- d. In defense, to overcome an attack which could produce serious physical injury or death to the officer or to another person. The firearm, or any other deadly force, should be used only if the officer has no other reasonable means to overcome the attacker
- e. To affect the capture of, or prevent the escape or rescue of a person whom the officer knows has committed a felony with the following limitations:
 - 1. Where the officer has probable cause to believe that the suspect poses a threat of serious physical injury either to the officer or to others and, where feasible, a warning to stop has been given
 - 2. The firearm shall not be used under any conditions where innocent bystanders are likely to be injured or killed.
 - 3. The officer shall not shoot unless all other reasonable means to affect the capture of the felon have been exhausted.
 - 4. An officer shall not fire at a motor vehicle, unless it is attempting to hit him, or its occupant is firing a weapon at him. An officer shall cease-fire when no longer in such danger.
 - 5. Officers shall fire their weapons to stop an assailant from completing a potentially deadly act as described in the collective sections of this policy. Officers should shoot at the largest available body mass provided by the assailant as a target area for the officer to stop the threat and to minimize danger to innocent bystanders.
 - 6. No distinction shall be made relative to the age of the intended target of deadly force. Self-defense and imminent threat shall be the only policy guideline for employing deadly force.
 - 7. Any officer who discharges a firearm accidentally or intentionally while performing a police function, either on or off duty, shall make a verbal report to his supervising officer as soon as circumstances will permit, and a written report as soon as possible.
 - 8. The department will respect the rights of the federal government to conduct an independent investigation to identify any civil rights violations that may have occurred as a result of an officer involved shooting.
 - 9. The department will not order or request any of its members who may be suspects to confer with federal investigators without the advice of counsel.

C. Firearms

- a. The standard duty handgun for uniformed patrol officers of this department shall be a department issued Glock Gen5, Model 17

9mm caliber, semi-automatic pistol. Officers on special assignment may be issued a Glock Model 26.

- b. Officers may elect to carry personally owned handguns for their primary handgun. Officers may also elect to carry personally owned backup weapons in accordance with backup weapons policy and guidelines. Officers may also carry personally owned patrol rifles in accordance with the Coolidge Police Department Rifle Policy and guidelines.
- c. Officers shall be proficient with all weapons they use on duty. Any weapon carried on duty as a primary handgun, backup handgun or assigned rifle must be qualified on annually to meet department and AZ POST standards. All qualifications will be conducted and supervised by a department AZ POST approved firearms instructor. Every handgun carried must be able to be qualified on using current AZ POST qualification standards.
- d. The make, model, serial, and qualification score will be recorded in the officer's training record for all weapons authorized to be used on duty.
- e. Backup handguns:
 - 1. Will be of good quality and good working order.
 - 2. Will be inspected and approved by the department armorer.
 - 3. Will be of a smaller size than a full size duty handgun and suitable for concealed carry.
 - 4. Very small handguns or derringers not capable of completing an AZ POST qualification shall not be approved.
 - 5. Methods of carrying backup handguns must securely hold the weapon, and be concealed on the officer's person.
 - 6. Ammunition for personally owned handguns will be purchased by the officers and be the same type as that issued and carried on duty.
 - 7. Ammunition for department issued backup handguns will be issued by the department.
 - 8. The department will not be responsible for maintaining personally owned backup weapons and will not be responsible for damage incurred on or off duty.
 - 9. It is understood that if a backup weapon is used in a police shooting incident it may be held as evidence for an extended period.
- b. Officers will not carry a firearm on their person while consuming an alcoholic beverage in an off duty status.

- c. Employees shall never display firearms unnecessarily or improperly, or draw them in any public place except for inspection or official use. Employees shall report to the chief of police, through official channels, any discharge of their firearm, on or off duty (except routine firearms training).

- h. All handguns carried as a duty weapon will be inspected by a certified law enforcement armorer to make sure the handgun meets department function and storage specifications. No handgun will be allowed in service unless inspected and approved by a Coolidge Police Department Armorer.

Alternate Handgun Carry –

Officers may elect to carry personally owned duty handguns in accordance with the following:

Approved Personally Owned Handguns:

1. Glock Model 17, 19, 22, 23, 26, 27
2. Sig Sauer P-226, P-220, P-320
3. Sig Sauer TACOPS 1911*

(Or similar makes and models based on the 1911 platform that have been approved by departmental range staff)

Note: 1911 style handguns must have an internal firing pin block that is disconnected only when the safeties are disengaged and the trigger is pressed. All safeties must be in working order.

Note: 1911 style handguns will be carried in the following configuration:
“Condition-1”

1. Hammer cocked
2. Round in chamber slide forward.
3. Safety engaged
4. Magazine loaded in magazine well.

Alternate Handgun Carry Guidelines

All handguns carried as a duty weapon will be inspected by a certified law enforcement armorer to make sure the handgun meets department, function and storage specifications. No handgun will be allowed in service unless inspected and approved by a Coolidge Police Department Armorer.

- A. The maximum barrel length will be 5 inches.
- B. The minimum factory installed trigger pull poundage will be no less than 4 pounds.
- C. Duty handguns will not have been modified from factory specifications without the Chief of Police or his designee's approval.
- D. Handguns will be blued steel, stainless steel, parkerized, or polymer. Grips will conservative in appearance with no offensive logos or writing.
- E. All duty handguns must have night sights, and at least 3 magazines.
- F. All duty handguns will have a holster and magazine pouches meeting departmental specifications.
- G. All officers must demonstrate proficiency with their duty weapon.
- H. All duty handguns approved for use that have manual safeties and/or a de-cocking lever must have the safety on and the de-cock lever de-cocked when the handgun is holstered.
- I. Officers authorized to carry an approved alternate handgun will qualify to the AZ POST qualification standards.
- J. Officers who carry their own weapon will supply all equipment required for proper uniform carry configuration.
- K. Officers who chose to carry their personally owned handgun will not be issued a departmentally owned handgun. Exception: Officers may be allowed to maintain a personally owned and departmental weapon when necessitated by assignment and with command approval.

- L. The Coolidge Police Department will not be responsible for maintaining officer owned weapons and will not be responsible for damage incurred on or off duty.
- M. It is understood that if a personally owned handgun is used in a police related shooting incident it may be held as evidence for an extended period. In this case the officer will be issued a department handgun as soon as possible.
- N. If an officer chooses to no longer carry a personally owned handgun they must give reasonable notice so that the range master will have time to issue a departmental handgun and have the officer qualify with the departmental weapon.

Alternate Handgun Transition Training

Transition to an alternate carry handgun will consist of classroom and range sessions. It is recommended that officers become familiar with their handgun prior to the training. As a part of the training, officers will review the alternate weapon policy, receive instruction on how to field strip, clean and function test the handgun. Range training will allow the officers to demonstrate weapon proficiency and manipulation skills. Range staff will assess the officer's proficiency, as well as the weapon's reliability. If a handgun has unexpected malfunctions the weapon will not be approved for duty use until the weapon is repaired and retested; ensuring reliability.

Red Dot Sight Guidelines

- A. Red Dot Sights (RDS) are approved for duty use on personally owned handguns only.
- B. Manufactured weapon with slide cutout mount ready to accept RDS (i.e. Glock 17 MOS, Glock 19 MOS, Smith and Wesson M&P C.O.R.E., Sig Sauer Rx line) is preferred. Aftermarket milled slides are accepted from reputable armorer companies.
- C. Iron Sights are required (i.e. Suppressor Sights or Leupold Rear Sight attachment).

- D. Red dot system must be one of the following: Trijicon RMR 06 Type 2, Trijicon RMR 07 Type 2, Leupold Delta Point Pro, Sig Sauer Romeo 1 Pro, Holosun 509
- E. Complete an 8 hour training course and qualify with their weapon using the RDS.
- F. Approved duty holster must be Safariland Model 6390RDS in STX Plain or tactical finish with Safariland Quick Locking System Kit (Part # QUICK-KIT3-2) which will allow the holster to be mounted to Class A Leather belt and Bianchi Accumold duty belt.

Patrol Rifle Policy/Guidelines - Procedures

- 1. The patrol rifle will only be deployed in accordance with this policy. Rifles will be deployed from a rifle case stored in the patrol vehicle or from a quick release rack. The patrol rifle allows officers the flexibility to evaluate armed suspect incidents from safer distances, but deployment of a rifle or shotgun reduces an officer's flexibility in most situations. Therefore, deployment must be restricted to those situations where the rifle is the best weapon for the situation.
 - a. Examples of situations in which patrol rifles may be deployed:
 - 1. A known armed threat (not the typical "man with gun" call)
 - 2. An armed suspect with a hostage
 - 3. An armed barricaded suspect
 - 4. Suspects armed with extreme firepower
 - 5. Armed suspects with body armor
 - 6. Any situation requiring a scene to be secured for SWAT (per on duty supervisor)
 - 7. As directed by a supervisor
 - 8. As deemed necessary by the responding officer based on an evaluation of events and tactical necessity within the intentions of this policy in relation to the circumstances at the time.
 - b. Examples of situations in which patrol rifles will not be deployed:
 - 1. Alarm calls (exception; financial institution and armed robbery alarms)

2. Building searches (unless there is a known armed threat and the rifle provides a specific tactical advantage)
2. Officer deploying a police rifle will advise of their position via radio to avoid dangerous cross-fire situations or avoidable exposure to hostile fire unless tactical considerations prevent the use of the radio. On scene supervisors will deploy officers to avoid crossfire situations.
3. Shots at the "precision range" (greater than 150 yards) may be taken under specific threat situations. Extra care must be taken however as to safety considerations (surroundings, innocent bystanders in the line of fire, etc.)
4. Officers must pass the prescribed departmental training course to be certified to deploy a patrol rifle. The course will include classroom instructions, testing, range proficiency and other information/activities as directed by the department or Arizona P.O.S.T.
5. Officers are required to qualify annually with the patrol rifle. An officer will be allowed a maximum of two attempts at qualification. If required, appropriate remedial instruction will be administered. If the officer still fails to qualify, he will be removed from the rifle program until they complete retraining and are able to pass the prescribed qualification course.

B. Storage and Inspection

1. Rifles will be assigned to individual officers. Only qualified officers are authorized to deploy the rifles. Each rifle will be inspected by a certified armorer or range officer on a regular basis. A damaged or unserviceable rifle shall be removed from service, reported immediately to the supervisor and turned over to the department armorer for repair as soon as practical. Patrol sergeants will routinely inspect the rifles to assure proper carry configuration and cleanliness.
2. Officers will sight in their assigned rifle and keep track of their personal settings in their data book. Rifles will be zeroed at POA/POI as designated by the firearms instructor as recommended for zero for urban police settings.

3. No modification (other than sling adjustments) shall be made to the rifle except by the department armorer with prior approval from the Chief of Police or his designee.
4. Vehicles used by on-duty patrol officers will have their assigned patrol rifle in the trunk secured in a case or locked in a quick release rack.
5. All rifles will be kept in the "cruiser-ready" configuration. Loaded magazine inserted in the magazine well, chamber empty, bolt forward and safety engaged. Loaded spare magazines will be stored in the case or on the officer's person.
6. Officers assigned to a particular vehicle, whether rifle certified or not, will take great care in securing the vehicle. Unattended patrol vehicles will always have the windows up and doors locked.

C. Authorized Rifles/Ammunition/Equipment

1. Colt AR-15, Colt M-16 (demilitarized), Bushmaster XM15
2. Ammunition as issued for duty, or practice ammunition as provided for practice.
3. Sights: Iron adjustable or as installed by the department.
4. 1, 2 or 3-point as issued.
5. Case: Hard plastic or equivalent as issued.
6. 2-20 or 30 round magazines (Colt or Magpul)

D. Personally Owned Rifles

Personally owned rifles will be allowed to be carried on duty according to the following guidelines:

1. Rifles will be purchased by the officer.
2. Rifles will be equipped to meet qualification and storage requirements.
3. Rifles will be inspected and function tested by a certified department armorer or a certified armorer from another law enforcement agency.
4. Rifles will be in 5.56 x 45 mm caliber only.
5. Rifles will be of good quality based on the "AR" platform.
6. Rifles will not be altered from factory specifications other than attached lights, optical sights or similar tactical equipment.
7. Rifles with optical sights must have backup iron sights.

8. The Coolidge Police Department will not be responsible for maintaining personally owned weapons and will not be responsible for damage incurred on or off duty.
9. Officers using their personally owned rifles will not be issued departmental rifles.
10. It is understood if a personally owned rifle is used in a police related shooting incident it may be held as evidence for an extended period.

LESS LETHAL SHOTGUN POLICY

LESS LETHAL FORCE:

Less Lethal extended range impact munitions are capable of creating physiological and/or psychological effects that may compel a subject to cease his or her actions. These munitions should be deployed when the officer reasonably believes that such munitions are a viable option for solving the situation at hand when causing serious bodily injury or death are not viable options. The less lethal round, 12 gauge stabilized bean bag round, is designed to incapacitate a subject with a minimal potential for causing serious physical injury or death.

DETERMINING THE AMOUNT OF FORCE THAT IS “OBJECTIVELY REASONABLE”

The most important circumstances that may influence the type of force used by an officer, and that should be documented by the officer in a department report following the use of force, shall include:

1. Whether the subject poses an immediate threat to the safety of the officers or others, including the behavior and actions of the subject, such as resistive actions, aggressive acts, weapons known or reasonably believed to be available to the subject, etc. This is the most important factor.
2. The nature of the offense, including the severity of the crime and the level of violence.
3. Whether the suspect is actively resisting arrest or attempting to evade arrest by flight.

Additional circumstances that may influence the amount of force used by an officer include, but are not limited to:

1. What the subject is doing or saying that creates a reasonable concern for the safety of the officer or others.
2. Apparent abilities of the subject and the officer, including size, age, fighting skills known or exhibited, unusual strength or resistance to pain

- that may be associated with drugs or alcohol ingestion, injuries, conditioning, and level of exhaustion.
3. The use of weapons, availability of weapons, or the threat to use weapons the subject may reasonably have access to.
 4. Whether the subject has a known history of violent behavior.
 5. Whether more than one suspect or officer is involved or readily available to assist.
 6. Whether other dangerous or exigent circumstances exist at the time of arrest.

The law makes it clear that officers are not required to use the least amount of force possible; the force an officer uses must be “objectively reasonable” force within the law and the guidelines set forth in this policy.

All sworn employees will intervene, if a reasonable opportunity exists, when they know or should know another employee is using unreasonable force. All employees will immediately report excessive force verbally to a supervisor.

IMPACT MUNITIONS GUIDELINES

This agency is committed to reducing the potential for violent confrontations. Impact munitions, when used properly are less likely to result in death or serious physical injury and can be used in an attempt to de-escalate a potentially deadly situation.

ON DUTY CARRY

Less Lethal Shotguns will be carried in the “Cruiser Ready” configuration:

- a. Action cocked with bolt forward
- b. Chamber and magazine empty
- c. Safety on
- d. Side saddle fully loaded with less lethal munitions

DEPLOYMENT AND USE

Only department approved impact munitions shall be carried and deployed. The agency approved impact munitions is the Safariland Defense Technology 12 Gauge Drag Stabilized Bean Bag Round. Approved munitions may be used to compel an individual to cease his/her actions when such munitions present a reasonable options. Officers are not required or compelled to use approved munitions in lieu of other reasonable tactics if the involved officer determines that the deployment of these munitions cannot be done safely. The safety of hostages, innocent persons and officers take priority over the safety of the subjects engaged in criminal or suicidal behavior.

Circumstances appropriate for deployment include, but are not limited to, situation in which:

- a. The suspect is armed with a weapon and the tactical circumstances allow for the safe application of approved munitions. In this situation, lethal coverage should be present in case of a failure to subdue the subject with less lethal munitions.
- b. The suspect has made credible threats to harm himself/herself or others and has the means to carry out the threat and the tactical circumstances allow for the safe application of approved munitions.
- c. The suspect is engaged in riotous behavior or is throwing rocks, bottles or other dangerous projectiles at people and/or officers.
- d. There is probable cause to believe that the suspect has already committed a crime of violence and is refusing to comply with lawful orders.

DEPLOYMENT CONSIDERATIONS

Before discharging projectiles, the officer should consider such factors as:

- a. Distance and angle to target
- b. Type and thickness of subjects clothing
- c. The subject's proximity to others
- d. The location of the subject
- e. Whether the subject's actions dictate the need for an immediate response and the use of control devices appear reasonable

A verbal warning of the intended use of the device should precede its application, unless it would otherwise endanger the safety of the officers or when it is not practicable due to the circumstances. The purpose of the warning is to give the individual a reasonable opportunity to voluntarily comply and to warn other officers and individuals that the device is being deployed.

Officers should keep in mind the manufacturer's recommendations and their training regarding effective distances and target areas. However, officers are not restricted solely to use accordingly to manufacturer's recommendations. Each situation must be evaluated on the totality of the circumstances at the time of deployment.

The need to immediately incapacitate the subject must be weighed against the risk of causing serious injury or death. The head and neck are should not be intentionally targeted, except when the officer reasonably believes the suspect poses an imminent threat of serious bodily injury or death to the officer or others.

SAFETY PROCEDURES

Shotguns specifically designated for use with less lethal impact munitions will be specifically marked in a manner that makes them readily identifiable as such.

Officers will inspect the shotgun and projectiles at the beginning of each shift to ensure that the shotgun is in proper working order and the projectiles are of the approved type and appear to be free from defects.

When it is not deployed, the shotgun will be unloaded and properly and securely stored in the shotgun rack in the vehicle. When deploying the less lethal shotgun, the officer shall visually inspect the less lethal round to ensure that conventional ammunition is not being loaded into the shotgun.

REPORTING USE OF LESS LETHAL SHOTGUN

Any deployment of Less Lethal munitions shall be documented in the related incident report and reported pursuant to the Use of Force Policy, Chapter 1, section 1.8.9

TRAINING FOR LESS LETHAL SHOTGUN

The range master shall ensure that all personnel who are authorized to carry a less lethal shotgun have been properly trained and certified to deploy the less lethal shotgun and are retrained or re-certified as necessary.

- a. Proficiency training shall be monitored and documented by a certified, less lethal weapons instructor.
- b. All training and proficiency for less lethal weapons will be documented in the officer's training file.
- c. Officers who fail to demonstrate proficiency with the less lethal weapon or knowledge of this agency's Use of Force Policy will be provided remedial training. If an officer cannot demonstrate proficiency with the less lethal weapon or knowledge of this agency's use of force policy after remedial training, the officer will be restricted from carrying the less lethal weapon.

KINETIC ENERGY

Kinetic energy is a form of energy created by movement of mass. It is expressed in foot pounds. A foot pound is the amount of energy it takes to move one pound the distance of one foot.

DRAG STABILIZED 12 GAUGE BEAN BAG ROUND

The Drag Stabilized 12 Gauge Bean Bag Round is a translucent 12 gauge shell loaded with a 40-gram tear shaped bag made from a cotton and ballistic material blend and filled with #9 shot. It has a velocity of 270 fps with a minimum range of 20 feet with the maximum range of 75 feet

IMPACT AREAS

Consider the need for immediate incapacitation as well as the potential for causing injury – then balance these factors while making the point of aim decision.

The shoulders and arms are primarily skeletal areas. Because of the mobility of the shoulders and arms there is a greater potential to miss and unintentionally strike another zone. Careful consideration should be given before aiming for the shoulders and arms

IMPACT AREA – ZONE 1

Consist of large muscle groups. Where the threat level is appropriate and this zone is viable, it should be considered first

- a. Buttocks
- b. Thigh
- c. Calf

The groin area should not be intentionally targeted.

IMPACT AREA – ZONE 2

Consists of medium muscle groups

- a. Abdominal area

IMPACT AREA – ZONE 3

This zone carries the greatest potential for serious or fatal injury and should be avoided when possible. It should only be considered when maximum effectiveness is desired to meet a level of threat escalating to deadly force.

- a. Chest (Center Mass)
- b. Spine
- c. Head and Neck

POST DEPLOYMENT PROCEDURES

Medical Attention

- a. Do not approach the subject (s) until it can be done safely and in accordance with any other high-risk arrest.

- b. Officers shall have medical personnel examine any subject that has been struck by a bean bag projectile, as soon as practical.
- c. Officers shall immediately arrange for the subject to be transported to the hospital, if the individual hit with a bean bag projectile is:
unconscious, complaining of pain, demonstrating difficulty breathing, or exhibiting signs of being under the influence of a controlled substance or alcohol.

Remedial Firearms Training/Policy

- A. All commissioned officers must qualify as required by the Coolidge Police Department with their assigned duty handgun and must meet Arizona Peace Officer Standards and Training firearms qualification requirements. A commissioned officer must qualify with a score of 210 out of 250 points in a given calendar year. If an officer fails to qualify during a regular scheduled qualification they will be assigned to remedial training.
- B. Officers shall be allowed up to three (2) attempts to qualify on their initial qualification date.
- C. In the event of (2) failures to qualify the officer will be scheduled for a (1) hour remedial session with a department firearms instructor on the following day. The officer will be assigned to desk duty until they have completed and passed remedial training and qualification.
- D. If the firearms instructor notes adequate progress, the officer will be given two more attempts to qualify. If the officer fails to qualify, the firearms instructor will schedule up to 40 hours of additional remedial training. At this time the officer will not be able to carry a weapon and will be placed on administrative duty.
- E. A check off list of basic skills will record the officer's progress. Basic marksmanship skills will be addressed along with evaluation of stance, grip, trigger press etc. Every attempt will be made to offer the shooter a chance to improve. Upon completion of the remedial training, the shooter will then be allowed (2) last attempts at qualification. Failure to achieve a passing score will result in disciplinary action up to termination.
- F. Use of force report – following the display of a firearm against another person for reason other than training, a standard department use of

force form shall be completed and submitted to the Patrol Commander. Officers shall complete the standard department use of force form prior to ending their tour of duty. This form shall indicate the type of force used, persons involved, a narrative indicating details of use of force, persons involved, a narrative indicating details of the use of force, injuries reported, and medical aid rendered

G. Ammunition

- a. Handguns will be carried fully loaded at all times with department issue, factory loaded ammunition, or as outlined in Chapter 4 of this manual. Each patrol assigned officer issued a department Glock Gen4 Model 17 or other approved duty weapon will carry a minimum of two (2) extra ammunition magazines for that specific weapon loaded to the recommended level while on duty.

H. Department Firearms Training Range

- a. The use of the firearms training range is restricted to officers of the department and those persons and/or organizations approved by the police chief. Outside law enforcement agencies may use the Coolidge Police Firing Range once they have signed a liability waiver and have scheduled the range time with the administrative assistant. In any case, an AZ POST certified firearms instructor must be present during any use of the range. Non-sworn persons are restricted from using the range.
- b. Regardless of rank, the Range Master shall be in command of all firearms training sessions.
- c. All officers are required to qualify and obtain a minimum acceptable standard of proficiency with their duty weapons. Officers must meet or exceed department standards and will meet or exceed minimum AZPOST standards. Any officer who fails to obtain a minimum standard of proficiency will be required to attend remedial training at a time set by the Range Master. Until the officer meets required standards he shall be restricted to station duty or duties not requiring the use or carrying of a firearm. The officer will be assigned to remedial training as specified in the Remedial Firearms Training Policy and Guideless.
- d. Officer may be excused from firearms training for the following circumstances:

- i. Physically incapacitated, injury or illness
 - ii. Prior excuse for cause by the Division Commander
 - iii. Vacation
 - iv. Prior excuse obtained when the officer will be out of town on days off
 - v. Court
- e. Sworn personnel unable to attend range qualification shall notify their immediate supervisor and the lead firearms instructor for the qualification.

I. Firearms Safety

- a. Members of the department shall use the utmost care in handling and safeguarding firearms. They shall be responsible for the security of their duty handguns, rifles and shotguns. When circumstances do not indicate the immediate use of duty weapons, they will be kept holstered and snapped in. Less lethal shotguns should be secured in the police unit. Patrol rifles will be kept secured in the trunk of the officer's assigned vehicle or in a quick-release lock.
- b. Members of the department shall remove all weapons from police vehicles that will be left unattended while the vehicle is being serviced or washed.

J. Repair and Cleaning of Weapons

- a. No officer shall repair, blue, modify, or do any other work on a department owned firearm except to inspect, clean and function test it in accordance with appropriate safety guidelines and procedures. An officer may disassemble a department issued weapon only to the extent that he disassembles the weapon to a "field strip" condition unless he is a certified armorer.
- b. Department weapons in need of major repair will be turned in accompanied by a memo listing a description of the weapon, serial number and with information as to how the weapon was damaged or malfunctioning and/or repairs to be made. The requested repairs must be authorized by a command officer and performed by the department armorer.
- c. Alterations to any department weapon of any kind are prohibited unless approved by the department armorer and authorized in advance by the Chief of Police or his designee. Addition of

accessory items such as laser sights, “plus 1” magazines, or other items, shall be requested in advance in writing to the Range Master, approved by an authorized armorer and reviewed by a command officer. A command officer must give final authorization for the accessory item to be used.

- d. All department issue weapons shall be inspected at a minimum of semi-annually. Personal weapons used for duty are subject to inspection and must comply with the same policy guidelines as department issue weapons. Alterations to the mechanical components of personal weapons used for duty are prohibited.
- e. Any weapon that has been discharged must be cleaned as soon as possible unless it is to be held for evidence.
- f. Officer will not remove firearms from the holster to clean, repair, load (or unload) firearms in police buildings with the exception of in the armory, or the police garage (the designated cleaning location). Officers may remove his or her weapon from its holster and place it in the locked portion of the officer’s issued police department locker. Weapons removed for storage in personal lockers will not be unloaded in the locker room. Drawing the weapon in police buildings to secure it in the weapons locker prior to entering the jail and at the direction and under the supervision of a Coolidge Police Department firearms instructor or supervisor for inspection is authorized.

K. Armory Procedures and Guidelines

- a. Firearms instructors and Armorer shall monitor document department proficiency and training.
- b. The armory shall be inspected on a monthly basis.
- c. Inventories shall be maintained on department firearms, ammunition, armorer tools and spare parts.
- d. Armorer shall obtain and maintain certification for all department issued weapons.
- e. All department issued weapons shall be inspected and function tested annually. Department issued weapons shall be completely disassembled, inspected and function tested in accordance with manufacturer recommended timetable checking for worn or defective parts. A weapon requiring major repairs beyond the capabilities of the armorer will be sent to the factory of that weapon for repair or replacement.
- f. Armorer shall conduct on-going research pertaining to use, purchase, replacement, and repair of weapons. The armorer shall stay current with new weapon development, training methods and related products. When applicable the armorer and firearms instructors shall conduct testing and evaluation on weapons,

ammunition and equipment evaluating these products for potential department use.

- g. On duty officers may find, or remove from subjects firearms that they are not familiar with or cannot be made safe. The armorer will be called to render the weapon safe. If a firearm must be left in a loaded or unsafe configuration for evidentiary purposes, it shall be placed in a separate locked safe within the evidence room by the armorer. The armorer shall transport and handle any weapon that cannot be made safe to and from court if required.
- h. Seized firearms or firearms held in evidence that have been scheduled for destruction shall be inspected by the armorer to evaluate if the weapon is in usable condition to be transferred for department use or training purposes. These weapons will be entered into the armory inventory.

L. Carrying off duty weapons

- a. Officers are not required to carry weapons when in an off duty status.
- b. An off duty officer using a weapon to prevent a crime from occurring or to apprehend a criminal while within the state will be considered to be exercising his duty, responsibilities, and authority as a police officer.
- c. Officers who elect not to carry a handgun while off duty shall not be subjected to disciplinary action if an occasion should arise in which he could have taken action if he were armed
- d. Qualified regular duty and retired officers are authorized, according to the Law Enforcement Officer's Safety Act of 2004, to carry a concealed firearm anywhere in the country if they adhere to identification guidelines required by the law.

i. This authorization is not intended to supersede or limit the laws of any state that:

1. Permit private persons or entities to prohibit or restrict the possession of concealed firearms on their property; or
2. Prohibit or restrict the possession of firearms on any state or local government property, installation, building, base or park

ii. "Qualified regular duty officer" is defined as an employee of a governmental agency who:

1. Is authorized by law to engage in or supervise the prevention, detection, investigation, or prosecution of, or the incarceration of any person for, any violation of law, and had statutory powers of arrest
2. Is authorized by the agency to carry a firearm
3. Is not the subject of ongoing disciplinary action by the agency
4. Meets standards established by the agency which require the employee to regularly qualify in the use of a firearm
5. Is not under the influence of alcohol or another intoxicating or hallucinatory drug or substance; and
6. Is not prohibited by Federal Law from receiving a firearm
7. This policy does not authorize any employee covered by this policy to carry a concealed weapon while consuming or immediately after consuming any quantity of an intoxicating beverage or drug.
8. The identification required for regular duty officers is the photographic identification issued by the governmental agency for which the individual is employed as a law enforcement officer

iii. "Qualified retired law enforcement officer" is defined as an individual who:

1. Retired in good standing from service with a public agency as a law enforcement officer, other than for reasons of mental instability
2. Before such retirement, was authorized by law to engage in or supervise the prevention, detection, investigation, or prosecution of, or the incarceration of any person for any violation of the law and had statutory powers of arrest.
3. Before such retirement was regularly employed as a law enforcement officer for an aggregate of 10 years or more; or
4. Retired from service with such agency, after completing any applicable probationary period of such

service, due to a service-connected disability, as determined by such agency

5. Has a not-forfeitable right to benefits under the retirement plan of the agency
6. During the most recent 12-month period has et, at the expense of the individual, the state's standards for training and qualification for active law enforcement officers to carry firearms
 - a. Required training in Arizona is a POST qualification and a decision shoot (i.e. FATS)
 - b. Officers retiring from the Coolidge Police Department will remain eligible to utilize department training to satisfy this requirement
 - c. Upon successful completion, the range master will issue a "wallet certificate" indicating the date; name of the officer, department test(s) administered and pass/fail status.
7. Is not under the influence of alcohol or another intoxicating or hallucinatory drug or substance; and
8. Is not prohibited by Federal law from receiving a firearm

iv. The identification required for qualified retired officers must be:

1. A photographic identification issued by the agency from which the individual retired from service as a law enforcement officer that indicates that the individual has, not less recently than one year before the date the individual is carrying the concealed firearm, been tested or otherwise found by the agency to meet the standards established by the agency for training and qualification for active enforcement officers to carry a firearm of the same type as the concealed firearm; or
2. A photographic identification issued by the agency from which the individual retired from service as a law enforcement officer; and
3. A certification issued by the state in which the individual resides that indicates that the individual has, no less recently than one year before the date the individual is carrying the concealed firearm, been tested or otherwise found by the state to meet the standards established by the state for training and qualification for active law enforcement officers to

carry a firearm of the same type as the concealed firearm

v. "Firearm" for the purposes of this chapter does not include:

1. Any machine gun
2. Any firearm silencer
3. Any destructive device described as:
 - a. Any explosive, incendiary, or poison gas, bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, mine
4. All employees will adhere to the state and federal statutes governing the possession of these items