



FIREARMS RANGE

WRITTEN DIRECTIVE: 12.5
EFFECTIVE DATE: 01-01-1987
REVISION DATE: 03-20-2009

Contents

- I. Purpose
- II. Policy
- III. Background
- IV. Daylight Qualifying Course of Fire
- V. Reduced Light Qualification Course
- VI. Administrative Requirements
- VII. Waivers and Remedial Training
- VIII. Rules and Regulations on the Firing Range

I. Purpose

The purpose of this Written Directive is to establish rules and regulations for the use of firearms on the firing range.

II. Policy

It shall be the policy of the University of Maryland Baltimore Police Force (UMBPF) for all members to follow the guidelines as established in this Written Directive regarding annual firearms qualifications.

III. Annual Firearms Qualifications/Background

Annual firearms qualifications will be accomplished with weapons authorized for on-duty and off-duty use by the UMBPF (See Written Directive 6.6 "Firearms and Deadly Force" of the Police Force Manual). Each officer must qualify annually with their issued service pistol and with their approved off-duty weapon. Qualification standards are reviewed by the Maryland Police and Corrections Training Commission (MPCTC) on an annual basis.

IV. Daylight Qualifying Course of Fire

A. Course Requirements

1. Firing for daylight qualifications shall include shooting from the 2 or 3, 5 or 7, 15,

and 25 yard lines. The course shall include the upright combat position, kneeling position, barricade position, weak and strong hand firing and one hand firing to include both strong and weak hand.

2. For the purposes of applying stress conditions to the qualifications, the course shall include 17 seconds for timed firing at the 25 yard line including reloading, seventeen (17) seconds at the 15 yard line including reloading, seventeen (17) seconds at the 5 or 7 yard line including reloading and seventeen (17) seconds at the 2 or 3 yard line including reloading.

B. Ammunition for Daylight Courses of Fire
The qualification course shall require a total of at least 50 rounds of the type of ammunition carried by UMBPF officers or the ballistic equivalent. Each officer shall fire at least 18 rounds of issued ammunition per qualifying course of fire, with the exception of firing in an indoor range, which requires reduced lead or frangible ceramic ammunition with the same ballistic properties. (EPA regulations)

C. Targets for Daylight Courses of Fire
Only the FBI-Q-CB targets shall be used for the qualifying course. Any type of target may be used for practice sessions.

D. Scoring for Daylight Courses of Fire
Two (2) points will be awarded for every round inside the *Target Bottle*. All other rounds outside the *Target Bottle* have a 0 point value. Officers shall achieve a minimum score of 70 percent for qualification purposes on the daylight qualification course.

V. Reduced Light Qualification Course

A. Course Requirements

1. Firing for the Reduced Light

Qualification Course shall be from the 2 or 3, 5 or 7, and 15 yard lines. The course shall include upright combat position, kneeling position and weak and strong hand firing. The course shall also include timed firing for the purpose of creating stress and adding to real-world situations where stress may be a factor. The course shall include:

- a. Timed firing (35 seconds) at the 15 yard line including reload
 - b. Timed firing (35 seconds) at the 5 or 7 yard line including reload
 - c. Timed firing (35 seconds) at the 2 or 3 yard line including reload
2. Rounds discharged on the course may be fired under conditions which shall include at least two of the following:
- a. Reduced artificial light
 - b. Flares
 - c. Simulated street lighting
 - d. Simulated vehicle lights
 - e. Flashlights
 - f. Vehicle emergency lights

B. Scoring

Scoring will be accomplished in the same way as during daylight qualifications.

C. Targets

Targets will be the same as during daylight qualifications.

D. Ammunition

Ammunitions used for reduced light qualifications shall be the same as used for daylight qualifications.

VI. Administrative Requirements

A. Instruction

Firearms qualifications shall at all times be conducted under the supervision of a MPCTC certified firearms instructor.

B. Scoring

A single qualifications score for each officer on each weapon authorized will be submitted to the MPCTC annually.

C. Course Outline

1. The course outline or plan for training and the requirements for firearms qualifications will be created and approved by the MPCTC before training begins.
2. As part of the annual firearms qualifications, two hours of classroom training in the following areas shall include:
 - a. The purpose of firearms instruction
 - b. Care, cleaning, safe handling and storage of the service pistol
 - c. Legal and judgmental aspects in the use of firearms
 - d. Fundamentals of shooting (sight alignment, grip, trigger squeeze, etc.)
 - e. Use of force policies
3. Classroom training will be included as part of the qualification procedure and the time spent in the classroom can be used towards satisfying the MPCTC time requirement.

VII. Waivers and Remedial Training

A. Waivers

If any member attends a firearms instructor school or any other comparable firearms training program during any calendar year, a waiver of firearms qualification can be authorized. The waiver will remain in place for one calendar year.

B. Remedial Firearms Training

1. Officers who fail to meet minimum firearms qualification standards (70%) during mandated annual firearms qualifications will be required to attend remedial firearms training. In this event, the firearms instructor will immediately make written notification to the Education and Training Lieutenant. The correspondence shall include the reason for the notification, the identity of the officer and the need for

remedial training and will be submitted to the Operations Commander and the Officer's Patrol Supervisor.

2. The Education and Training Lieutenant will schedule a remedial firearms training date at the earliest possible date; adjusting the officer's schedule as required. Should the officer fail to qualify in the remedial phase of qualification, they will be temporarily relieved of all law enforcement duties until such time as the remedial training has been successfully completed and a qualifying score achieved.

3. If an officer fails to qualify during remedial firearms training, the firearms instructor will:

- a. Immediately notify the Education and Training Lieutenant.
- b. Initiate Emergency Suspension procedures (Administrative suspensions are non-disciplinary and do not affect status or remuneration. The officer will not, however, have police authority). See Written Directive 5.3 "Emergency Suspension" of the Police Force Manual
- c. Notify the MPCTC as required by regulations.

4. Upon completion of additional remedial instruction, the officer will be retested and must attain at least 70% daylight and 70% reduced light qualification scores to be returned to full duty status. Any officer unable to fire a qualifying score with their issued service pistol after all avenues of retraining have been completed shall be considered incompetent to carry a firearm. A report regarding the extent of remedial firearms training shall be forwarded to the Director of Public Safety for the purpose of initiating other appropriate training or personnel actions.

VIII. Rules and Regulation on the firing Range

A. Philosophy of Safety Rules
Firing range rules and regulations are basically safety rules designed to ensure the

safety of each and every officer while participating in mandated firearms instruction and qualification.

B. Authority

Mandated firing range attendance is considered an official duty assignment. While at the range, the firearms instructors will be present and shall have authority over all officers, regardless of rank. Any violation of the range safety rules shall be cause for immediate removal from the range and subsequent disciplinary action.

C. Range Rules

Members shall be responsible for following all rules and regulations required for day light and reduced light qualifications as promulgated by the UMBPF firearms staff and the host agency. Rules and regulations will be made available to all personnel before qualifications begin.

Antonio Williams
Director of Public Safety