

NEW CANAAN POLICE DEPARTMENT

SUBJECT: FIREARMS TRAINING

GENERAL ORDER NUMBER: 89-22-75

FILE: SRVS 7

ROLE & RESPONSIBILITY

I PURPOSE/POLICY

The purpose of this general order is to establish departmental guidelines concerning firearms training and to standardize approved handguns, ammunition, and adjunct leather gear for the New Canaan Police Department.

II RESPONSIBILITY

It is the responsibility of all department personnel to adhere to this general order. It is the additional responsibility of the supervisory and command staff to insure its compliance.

III PROCEDURES (ON-DUTY FIREARMS AND EQUIPMENT REQUIREMENTS)

A. The authorized duty handgun issued to officers of the New Canaan Police Department shall be the Sig-Sauer Model 229R -DAK Semi-automatic Pistol.

1. All officers shall carry their authorized handgun and specified adjunct leather equipment while on duty or working any off-duty assignment which would require the officer to act within the scope of his profession as a law enforcement officer. (This requirement may be waived by the Chief of Police or designee.)

2. On duty officers may only carry handguns and utilize adjunct equipment other than specified in this general order with the written permission of the Chief of Police or Division Captains. This written permission will designate the purpose and specified time period deemed necessary for the use of such equipment.

a. A copy of the written permission shall be kept on file with the department's Training Unit.

3. No officer shall carry a non-issued or secondary "back-up" firearm without the written approval of the Chief of Police.

B. Only ammunition issued or specifically approved by the department shall be loaded into the authorized handgun.

1. Uniformed officers on duty or performing extra-duty assignments will normally carry a minimum of 37 rounds of ammunition.

a. In instances where an alternate handgun has been authorized for use, the number of rounds to be carried will be specified at the time of the approval.

2. The approved ammunition for departmental use is: *.40 caliber Smith & Wesson 180 grain, jacketed hollow-point*, or other ammunition approved by the Chief of Police.
- C. All weapons selected for use by the police department will have undergone an evaluation process prior to its use by officers. Procedures for the evaluation process include;
1. Each weapon being considered for use by the department shall be evaluated by a Weapons Selection Committee. The Weapons Selection Committee will consist of at least three (3) members. Its purpose shall be to select, inspect and approve all weapons intended for use by the police department.
 - a. This committee will include the following personnel;
 - 1) Chief of Police
 - 2) Training Officer
 - 3) Firearms Instructor
 - b. Appointment to the committee shall be by position, excepting those who will be appointed by the Chief of Police.
 - c. The Training Officer shall be the Chairman of the Weapons Selection Committee and directly responsible for;
 - 1) Setting agenda, demonstrations, dates and times of meetings
 - 2) The implementation of weapons training programs for approved weapon(s).
 - d. The Weapons Selection Committee shall identify the strengths and weaknesses associated with each weapon under evaluation and submit a report to the Police Commission detailing the results of the evaluation.
- D. The Commander of Staff Services or designee shall be responsible for maintaining a record of each weapon approved and utilized by police personnel.
1. A record of each weapon will be made during the acquisition or disposal of each weapon, which will be verified as part of the annual inventory of agency owned property.
 2. Each record shall include at a minimum, the type of weapon, model, serial number and the name of the assignee or storage location.
 3. These records shall be maintained in accordance with applicable retention schedules.
- E. All issued firearms and ammunition are subject to inspection by the Chief of Police, Command and Supervisory Staff upon request to insure serviceability and compliance with departmental standards.
1. Any weapon that is unserviceable or determined to be unsafe, either as a result of said inspection or at any other time, shall have the problem corrected immediately. If

an immediate correction to the problem is not possible, the weapon shall be taken out of service and a temporary replacement issued by the Firearms Instructor until repairs can be made.

- F.** All adjunct equipment authorized for duty or extra-duty use will be issued by the department. The specifications for adjunct equipment shall be in accordance with General Order 88-3-47, Uniforms.
- G.** Officers are required to qualify at least annually with their issued firearm. Officers will be scheduled for such qualifications by the department's Training Unit.
 - 1.** The practical portions of the firearms qualification courses are approved by the Police Officer's Standards Training Council (POSTC), the Department's Training Unit and Firearms Instructor.
 - a.** The practical portion of the firearms training program must meet a minimum of 2 hours annually and be monitored by a certified firearms instructor. Minimum requirements include:
 - 1) A minimum of 60 rounds must be fired combining double and single action.
 - a)** Fifty-percent (50%) of these rounds must be fired from the 7 yard line or less.
 - b)** Thirty-percent (30%) of these rounds must be fired from between the 7 and 15 yard lines.
 - c)** Twenty-percent (20%) of these rounds must be fired in excess of the 15 yard line.
 - 2) The "K-5" target must be used for all POSTC approved qualification relays.
 - 3) Successful qualification will be based on a minimum performance standard of 80%.
 - 4) At least once a year, officers will fire the approved service round in a qualification attempt.
 - 5) Other qualification courses may be used as needed by the department. These courses will be used as practical training exercises to insure performance standards have been met or for officers to qualify with off-duty handguns. All other qualification courses will be approved by the department's Training Unit, the Commander of the Staff Services Division and the Chief of Police.
 - 2.** The classroom portion of the department's Firearms Training Program will be conducted in accordance with state mandated requirements. Topics for the classroom portions of instruction will include but not be limited to:
 - a.** Use of Deadly Physical Force
 - b.** Statute Refresher

- c. Departmental Policy
 - d. Recent Civil Liability cases
 - e. Shooting decision situations
 - f. Low light firing
 - g. Effect of stress on shooters
 - h. Survival Tactics
 - i. Review of fundamentals of firearms and range safety
 - j. Other pertinent issues
3. The Training Unit is required to keep on file a copy of the Review Firearms Training Curriculum.
- a. The curriculum will include lesson plans and a detailed description of the actual practical courses utilized.
 - b. All firearms training must be made available with the auditing procedures outlined in the State of Connecticut Review Training Mandate (C.G.S. 7-294d).

H. Safety Responsibilities

- 1. When carrying a handgun or while working an extra-duty assignment, all officers will carry the issued handgun in an authorized holster on the strong side hip consistent with the departmental qualification program. The authorized magazine pouch shall be worn according to departmental standards.
- 2. When in full uniform, the duty holster and magazine pouch will be worn on a black leather 2 1/4" duty gun belt (when performing extra-duty assignments, approved nylon gear may be worn).
- 3. Officers assigned to plainclothes assignments or an administrative capacity may carry the authorized alternate duty holster and magazine pouch according to department standards.
- 4. Officers are responsible for providing maximum security for all firearms in their possession and under their control.
- 5. No department issued weapon may be altered or modified in any manner. Officers should not disassemble any department issued handgun further than the recommended "field stripping" necessary to clean and lubricate the weapon.

IV PROCEDURES (OFF-DUTY FIREARMS REQUIREMENTS)

- A.** Officers may carry a handgun while off duty. If an officer elects to carry while off duty, officers may, when used during the performance of law enforcement responsibilities, carry one authorized off-duty handgun. The purpose of carrying an off-duty firearm shall be to provide an officer with a handgun which is unknown to a perpetrator or for the officer's use in an unlikely emergency situation. Officers who wish to carry any such off-duty handgun shall;
1. Receive approval from the Chief of Police or designee regarding the type and specification of both the handgun and ammunition.
 2. Register any such off-duty handgun with the Department's Training Unit.
 3. Qualify annually at his/her own time and expense (if ammunition other than department issued is required for the qualification). There is no limitation on the number of departmentally approved off-duty handguns an officer may be qualify with. However, as a general rule, officers may only qualify with one handgun per qualification date. Each handgun shall be inspected by the department's Firearm's Instructor to ensure serviceability prior to each qualification attempt. If, during an inspection, a handgun is found to be unsafe, unserviceable, or has not received prior approval in accordance with section 1 above, it shall not be approved for off-duty use until such time as the problem can be corrected.
 - a. Off-duty qualification shall include the following minimum requirement;
 - 1) A minimum of 60 rounds must be fired combining double and single action.
 - 2) Fifty-percent (50%) of these rounds must be fired from the 7 yard line or less.
 - 3) Thirty-percent (30%) of these rounds must be fired from the 7 and 15 yard line.
 - 4) Twenty-percent (20%) of these rounds must be fired from the 15 yard line.
 - 5) The POSTC "Mug" Target will be used for all qualification courses.
 - 6) Successful qualification will be based on a minimum score of 240.
 4. Carry the firearm in accordance with applicable federal and/or state statute(s).
 5. Not carry or use a handgun while under the influence of alcohol or drugs.
- B.** Officers who do not elect to carry a handgun off-duty shall not be subject to disciplinary action, if an occasion should arise in which they could have taken police action if they were armed.

V DISTRIBUTION

This general order will be reproduced in electronic and traditional media. All sworn personnel shall have access to Department general orders through a read-only file on their individual domain of the Department's computer network. Printed copies and/or CD's will also be placed in locations throughout headquarters so that they are easily accessible to all personnel.

VI EFFECTIVE DATE

This general order approved by the Police Commission on July 18, 1990 and is effective August 17, 1990.

Revised, December 1993
Revised, June 1997
Revised July 2000
Updated January 2005
Updated June 2005
Revised August 2009
Revised June 2014

Per Order

Leon M. Krolikowski
Chief of Police