

SUNRISE POLICE DEPARTMENT POLICIES AND PROCEDURES MANUAL CHAPTER 31 DEPARTMENT WEAPONS	Effective Date	05/01/87
	Revision Date	11/12/20
	Revision No.	1.14
	Page No.	1 of 29
	Approval:	

31. PURPOSE

This policy establishes guidelines for the type of weapons and ammunition that are authorized by the Department. This policy also includes authorization for carrying weapons, procedures for inspection, training, prohibitions and the carrying of weapons in certain locations.

31.1. REVISION HISTORY

<u>Date</u>	<u>Rev. No.</u>	<u>Change</u>	<u>Reference Section</u>
05/01/87	1.0	New Policy	Original Title – Radios
07/08/91	1.1	Added Radio Security	31.3.
05/26/99	1.2	Radio Policy Rescinded	Added to P&P Chapter 28
07/16/01	1.3	New Policy	Renamed Department Weapons
05/05/03	1.4	bi-annually to biennially	31.6.14.1.
02/01/08	1.5	Provisions for Field Force, Patrol Rifles, electronic control device	31.6.2.1., 31.6.2.3., 6.3.12., 6.4.2., 6.8.2.
08/01/10	1.6	ECD firing adjustment Review Process, Accidental Discharge procedures	31.6.8.2.4.2.; 31.6.6.2.1; 31.6.8.2.5.2.2.1.
07/03/12	1.7	Removed CALEA references, use of less lethal bean bag Shotguns, changed term ‘less-than-lethal’ to ‘less lethal’, Added Wildlife, Removed “at the ground”, Added Submitting a ECD Form, Changed safety being off During spark test, deleted	31.6.6.1.7.1., 31.6.6.1.7.2., 31.6.9.2.5., 31.6.8.2.4.2.1., 31.6.8.2.4.3.2., 31.6.8.2.4.2.1.1., 31.6.2.7.5.-31.6.7.5.2. 31.6.4.2.7., 31.6.9.2.3., 31.6.9.2.3., 31.6.9.2.4., 31.6.9.2., 31.6.9.2.1.- 31.6.9.2.2., 31.6.9.2.1.2.

		9mm rifle, deleted .38 caliber, Deleted 9mm and .45 caliber, 31.6.9.1.1.1.1.1., Added Back-up, added 9mm, 31.6.4.1.1. Deleted 9mm, deleted semi- automatic shotgun.	
10/19/12	1.8	Changed shotgun to less- 31.6.6.1.7.2., 36.6.6.1.7.3., Lethal 12 gauge launchers for 31.6.6.1.6.1., 31.6.6.1.7.4., Supervisors, Added orange 31.6.6.1.7. stock and Fore-end, added less-lethal launchers, added specialty impact munitions, added 12-gauge launchers.	
09/22/14	1.9	Added Rifle Purchase Program, 31.6.4.2.2., Memorandum outlining interest, 31.6.4.2.2.1., Rifle Purchase Program 31.6.4.2.2.1.1- Agreement form, Added 5.56mm, 36.6.4.2.2.1.2.1., Added gas operated and piston 31.6.4.2.5.2., driven by design, obtaining 31.6.4.2.5.4., approval from Training Unit for 31.6.4.2.5.4.1. on-duty use, What shotguns can 31.6.4.1.7.2., be equipped with, Added bolt 31.6.4.1.9.1., forward, Added bolt forward, 31.6.4.2.9.1. dust cover closed and loaded 31.6.6.1.7.2. magazine, Changed annually to biennially.	
07/27/16	1.10	Changed “OC” Spray and Pepper Spray to read chemical spray, Added other area, but secured in Holster, removed nunchakus, Added when feasible.	Throughout policy, 31.6.3.6., 31.6.6.1.2. & 31.6.7.3., 31.6.8.2.4.2.2.
12/27/16	1.11	Deleted two-point, deleted two- Point and added single point, Added non-magnified	31.6.4.1.7.2.7., 31.6.4.2.5.3.2., 31.6.4.2.5.5., 31.6.4.2.5.6.3., 31.6.4.2.5.6.4.
02/01/18	1.12	Rifle specs update, CEW updates Securing weapons on-duty	31.6.4.2.5.4.1.1., 31.6.8.2., 31.6.10.12.1.- 31.6.10.12.1.1.
02/04/20	1.13	Added designated FTO	31.6.6.1.6.2.
11/12/20	1.14	Removed and moved to Chapter 35, Changed V.I.N. to SIS	31.6.3.14., Throughout

31.2. PERSONS AFFECTED

All sworn members authorized to carry and use Department approved weapons.

31.3. POLICY

31.3.1. It is the policy of the Sunrise Police Department to ensure that procedures exist for the purpose of authorizing the carrying and use of lethal and less lethal weapons, the proper training associated with each authorized weapon and the approved facilities in which members may possess those weapons.

31.3.1.1. Sworn officers must successfully complete the Florida Basic Recruit Training Program or its equivalent prior to assignment in any capacity in which a firearm is authorized or the sworn Officer is in any position to make an arrest. (CFA: 4.03)

31.3.1.2. The Chief of Police determines which Department Members are authorized to carry and use approved Department lethal and less lethal weapons.

31.3.1.3. Non-sworn Police Personnel are not authorized to use, carry or possess on or about their person any lethal or less lethal weapons while engaged in the performance of their duties nor shall they bring any weapons into a City or Police facility at any time.

31.3.1.4. The Chief of Police along with staff and the Department firearm instructor(s) will determine which lethal, less lethal weapons, ammunition and any other equipment related to such weapons and ammunition are authorized for Department use. (CFA: 4.06)

31.3.1.5. All Department personnel who are authorized to carry lethal and less lethal weapons will be issued copies and instructed on the Department's Response to Resistance policy prior to being authorized to carry such weapons. (CFA: 4.02)

31.4. DEFINITIONS

31.4.1. Police Personnel – All police officers of the Sunrise Police Department, including Reserve Officers, Public Service Aides and any other Member of the Police Department.

31.4.1.1. Member – Any sworn or civilian personnel employed by the Department. This term also applies to police trainees who have not been certified by the Criminal Justice Standards and Training Commission nor sworn to act as a police officer.

31.4.2. Supervisory Personnel – Any Member of the Department assigned the rank of Sergeant or above, either on a permanent, probationary or acting basis, or any Member of the Department assigned to a position requiring immediate supervision over other Police Personnel.

31.4.3. Field Activities – Assignments or tasks that place or could reasonably be expected to place Officers in situations where they would be required to act in enforcement rather than administrative or support capacities.

31.5. RESPONSIBILITIES

31.5.1. All Police Personnel are responsible for complying with this policy. All Supervisory Personnel are responsible for the enforcement of this policy. Unjustified violations may result in disciplinary action up to and including termination.

31.5.2. This Policy is not intended to be all-inclusive. It is intended to be a general guideline to be read in conjunction with all other Department rules, regulations, policies and procedures, as well as other City rules and ordinances.

31.6. PROCEDURES

31.6.1. Department weapons are categorized into two groups, lethal and less lethal weapons.

31.6.1.1. Department members shall use or handle lethal and less lethal weapons in a careful, safe and prudent manner both on and off-duty. All weapons shall be used in compliance with Federal Law, Florida State Statutes and established Department procedures.

31.6.2. Lethal Weapons:

31.6.2.1. Lethal weapons shall consist of all Department approved firearms whether carried as either a primary or back-up weapon. This policy governs both on and off-duty use of lethal weapons. (CFA: 4.05A)

31.6.2.2. Unless approved by the Chief of Police, only S.W.A.T. team members will be authorized to carry and use S.W.A.T. weaponry.

31.6.2.2.1. S.W.A.T. team officers must be authorized and trained according to the guidelines of this policy to use or carry on or about their person such weapons assigned to the S.W.A.T. Team.

31.6.2.3. Unless approved by the Chief of Police, only Field Force members will be authorized to carry and use Field Force weaponry.

31.6.2.4. Back-up firearms, shotguns, and patrol rifles are optional lethal weapons which officers are not required to carry.

31.6.3. Lethal Weapon Procedures:

31.6.3.1. The Training Unit will maintain a list of all approved lethal weapons that are authorized by the Department. This list governs both on and off-duty use. (CFA: 4.06C)

- 31.6.3.2. Prior to purchasing a lethal weapon for on-duty or Department authorized off-duty use, all police personnel must submit a Request for Approval – Additional Duty Equipment form to the Training Unit.
- 31.6.3.3. Officers carrying firearms or other lethal weapons in the performance of official duties shall maintain them in a clean and serviceable condition at all times.
- 31.6.3.4. Firearms shall be securely holstered or carried in a secure covering, except when engaged in lawful firearms training, inspection, competition, when taking police action, or in compliance with existing Policy and Procedures.
- 31.6.3.5. All firearms carried on-duty by members wearing the Class A, B, C, D, E or H uniform combinations will be secured in an approved retention holster. Police personnel will contact the Training Unit to ascertain what type of holster has been approved by the Department.
- 31.6.3.5.1. Members wearing other uniform combinations will utilize holsters commensurate with their assignment or as designated by the Chief of Police or their designee.
- 31.6.3.6. Back-up firearms will be concealed and secured on the officer's person, either in an ankle holster or other area on the body, but secured in a holster.
- 31.6.3.7. Certified law enforcement officers shall carry on or about their person an approved firearm when on-duty, except when otherwise ordered or exempted by the Chief of Police or their designee.
- 31.6.3.8. Officers who are transferred to specialized units will contact the Training Unit to determine the overall barrel length of a firearm that has been approved for use based upon their assignment.
- 31.6.3.9. Officers wearing Class A, B, C, D, E, and H uniform combinations when carrying semiautomatic pistols shall ensure that they have one fully loaded magazine inserted in the firearm and one round in the chamber. Officers carrying semiautomatic pistols while wearing these uniform combinations will carry a minimum of two extra fully loaded magazines.
- 31.6.3.10. Officers wearing Class G uniform combinations when carrying firearms shall:
- 31.6.3.10.1. Ensure that they have one fully loaded magazine inserted in the firearm and one round in the chamber when carrying semiautomatic pistols. Officers carrying semiautomatic pistols while wearing this uniform combination will carry a minimum of one fully loaded extra magazine on or about their person.
- 31.6.3.11. Officers wearing Class G uniform combinations may carry their firearms

unconcealed provided they are on-duty, unless otherwise requested by the Chief of Police or other federal, state, county, or city rules or regulations.

31.6.3.11.1. Officers must have their badge as close as practicable to their firearm and identification readily available when wearing this uniform combination.

31.6.3.12. Officers wearing the Class F (S.W.A.T.) uniform combination will ensure that they are readily identifiable as a law enforcement officer when engaged in tactical or training operations. The wearing and carrying of firearms and ammunition will be determined by the Chief of Police and S.W.A.T. Commander.

31.6.3.13. Officers wearing the Class K (SIS or Field Force) uniform combination will wear and carry firearms and ammunition as determined by the Chief of Police and applicable Commander.

31.6.4. Optional Lethal Weapons:

31.6.4.1. Shotguns:

31.6.4.1.1. Full-time, sworn officers may carry a pump action shotgun upon completing firearms training as approved by the Department that includes qualification and demonstrated proficiency in handling the weapon.

31.6.4.1.2. Officers who wish to carry a shotgun may do so after submission and approval of the Request for Approval – Additional Duty Equipment form.

31.6.4.1.3. Officers who choose to carry a shotgun cannot carry a patrol rifle.

31.6.4.1.4. Officers may purchase shotguns at their own expense.

31.6.4.1.5. If available, officers may be assigned a shotgun from the Department armory. Officers will submit a memorandum to the Chief of Police requesting an assigned shotgun. The Training Unit may then issue armory shotguns upon approval.

31.6.4.1.5.1. Prior to the beginning of each shift, Officers will perform a cursory inspection and function check of the shotgun to ensure it is not damaged and in working order. This check will be accomplished at an approved clearing station in the presence of a supervisor.

31.6.4.1.6. Officers who are authorized to carry shotguns will not allow another officer to handle or use the weapon who is not qualified by the Department.

31.6.4.1.7. Specifications:

31.6.4.1.7.1. Shotguns must have a barrel length of at least 18 inches and be no more than 22 inches in overall length. They must be chambered for 2.75-inch shells.

31.6.4.1.7.2. Shotguns can be equipped with the following:

- 31.6.4.1.7.2.1. A non-collapsible shoulder stock.
- 31.6.4.1.7.2.2. A collapsible shoulder stock with pistol grip.
- 31.6.4.1.7.2.3. A standard stock.
- 31.6.4.1.7.2.4. Forend with flashlight attachment.
- 31.6.4.1.7.2.5. Side saddle with loading device.
- 31.6.4.1.7.2.6. Rifle sights.
- 31.6.4.1.7.2.7. Single point sling.

31.6.4.1.7.3. The Chief of Police may authorize different styles of shotguns for use by S.W.A.T., SIS, or Field Force personnel.

31.6.4.1.8. Shotgun Storage and Security:

31.6.4.1.8.1. Shotguns must be secured within Department owned/leased vehicles using an approved storage device installed by the City Vehicle Service Center or other Department authorized vendor. This also includes any special purpose vehicles authorized to carry shotguns.

31.6.4.1.8.2. Officers without assigned take home vehicles will keep their shotguns in a safe, secure location.

31.6.4.1.8.3. The shotgun is to be kept inside a departmentally owned/leased vehicle unless:

- 31.6.4.1.8.3.1. It is deployed for approved tactical purposes.
- 31.6.4.1.8.3.2. The officer is off-duty. Once off-duty, the officer will either secure the shotgun in the Department armory or inside their residence.
- 31.6.4.1.8.3.3. The officer's vehicle is under repair and left for service. Officers will remove the shotgun from the vehicle prior to being turned in for service.
- 31.6.4.1.8.3.4. The officer is off-duty and is scheduled to attend any function such as court, non-firearms training, etc. that is outside the City limits, shotguns will not be taken with them unless they are scheduled to work either prior to or after these functions.

31.6.4.1.8.4. Officers are not prohibited from carrying a shotgun to an off-duty special detail.

31.6.4.1.9. Storage/Carry Mode:

31.6.4.1.9.1. Shotguns will be carried with a fully loaded tube, the chamber empty with the bolt forward and the safety engaged. The shotgun will only be loaded with authorized Department ammunition.

31.6.4.1.10. Approved Deployment/Tactical Uses:

31.6.4.1.10.1. Shotguns should only be deployed under the following circumstances:

31.6.4.1.10.1.1. When confronted by weaponry far superior than that which the officer possesses.

31.6.4.1.10.1.2. During high-risk, in-progress calls for service.

31.6.4.1.10.1.3. During high-risk traffic stops in non-congested areas.

31.6.4.1.10.1.4. Securing perimeters for pre-S.W.A.T. arrivals.

31.6.4.1.10.1.5. Requests for other uses in a controlled environment will be approved by a supervisor with appropriate justification. Supervisors must take into consideration: the limitations of the weapon, the appropriateness of the weapon in relation to the nature of the circumstances, potential for innocent bystanders to become victims, other weaponry available or alternative officer survival skills/tactical approaches which can be utilized.

31.6.4.2. Patrol Rifles:

31.6.4.2.1. The purpose of the patrol rifle is to equip officers with a superior weapon for use in certain situations. Officers are not required to carry patrol rifles, but may do so at their own discretion after successful completion of approved Department training that includes annual qualification and demonstrated proficiency in handling the weapon.

31.6.4.2.1.1. Officers who wish to carry patrol rifles may do so after submission and approval using the Request for Approval – Additional Duty Equipment form.

31.6.4.2.2. Officers may purchase patrol rifles at their own expense or they may elect to participate in the Rifle Purchase Program offered by the city.

31.6.4.2.2.1. Officers who choose to participate in the Rifle Purchase Program will outline their desire to do so via memorandum to the Chief of Police.

- 31.6.4.2.2.1.1. Attached to the memorandum will be a completed Rifle Purchase Program Agreement form.
- 31.6.4.2.2.1.2. Once approved by the Chief of Police, officers will bring the completed agreement form to the Administrative Services Division for processing.
- 31.6.4.2.2.1.2.1. A copy of the approved rifle purchase program agreement form will be placed in the officer’s training file.
- 31.6.4.2.3. Officers who choose to carry a patrol rifle cannot carry a shotgun.
- 31.6.4.2.4. Officers who are authorized to carry a patrol rifle will not allow another officer to handle or use the weapon who is not qualified by the Department.
- 31.6.4.2.5. To be authorized, patrol rifles must meet the following standards:
 - 31.6.4.2.5.1. Single shot firing capability only.
 - 31.6.4.2.5.2. Chambered for .223 caliber/5.56mm.
 - 31.6.4.2.5.3. Equipped with:
 - 31.6.4.2.5.3.1. Barrel no less than 16”, no greater than 20”.
 - 31.6.4.2.5.3.2. Single point sling.
 - 31.6.4.2.5.3.3. Single fire only.
 - 31.6.4.2.5.3.4. Permanent or retractable stock.
 - 31.6.4.2.5.3.5. Removable handle, if applicable.
 - 31.6.4.2.5.4. AR-15 style rifles must be gas-operated or piston driven by design.
 - 31.6.4.2.5.4.1. Prior to purchase, officer(s) will contact the Training Unit to see if the rifle is approved for on-duty use.
 - 31.6.4.2.5.4.1.1. Only rifles that are produced by a reputable firearms manufacturer that designs, builds and sells complete AR-15 rifles will be approved. The Training Unit will approve AR-15 rifles that are sold as a complete rifle and not those put together with multiple parts in order to make up an “AR-15 style” rifle.
 - 31.6.4.2.5.5. Scopes are not permitted on patrol rifles or any magnified optics.
 - 31.6.4.2.5.6. Additional Equipment Authorized:

- 31.6.4.2.5.6.1. Vertical forend
- 31.6.4.2.5.6.2. Light attachment
- 31.6.4.2.5.6.3. Non-magnified optical sight
- 31.6.4.2.5.6.4. Non-magnified optical sights and flashlights are approved when attached to a rail system.
- 31.6.4.2.6. Patrol rifles must meet the manufacturer's specifications for law enforcement use. No additional features may be attached or used without the permission of the Chief of Police.
- 31.6.4.2.7. Qualification:
 - 31.6.4.2.7.1. Officers must successfully complete a Department approved patrol rifle course and fire a qualifying score as determined by the Department.
 - 31.6.4.2.7.2. Officers carrying patrol rifles must qualify on an annual basis with an approved weapon.
 - 31.6.4.2.7.3. Patrol rifles will be inspected by a Department armorer as part of the qualification.
 - 31.6.4.2.7.4. Officers who do not qualify with a passing score will be required to successfully complete remedial training prior to carrying the patrol rifle.
- 31.6.4.2.8. Patrol Rifle Storage and Security:
 - 31.6.4.2.8.1. Patrol rifles must be secured within Department owned/leased vehicles using an approved storage device installed by the City Vehicle Service Center or other Department authorized vendor. This also includes any special purpose vehicles authorized to carry patrol rifles.
 - 31.6.4.2.8.2. Officers without assigned take home vehicles will keep their patrol rifle in a safe, secure location.
 - 31.6.4.2.8.3. The patrol rifle is to be kept inside a departmentally owned/leased vehicle unless:
 - 31.6.4.2.8.3.1. It is deployed for approved tactical purposes.
 - 31.6.4.2.8.3.2. The officer is off-duty. Once off-duty, the officer will secure their patrol rifle inside their residence.

31.6.4.2.8.3.3. The officer's vehicle is under repair and left for service. Officers will remove the patrol rifle from the vehicle prior to being turned in for service.

31.6.4.2.8.4. Officers are not prohibited from carrying a patrol rifle to an off-duty special detail.

31.6.4.2.9. Storage/Carry Mode:

31.6.4.2.9.1. The patrol rifle will have the safety on, chamber empty, bolt forward, dust cover closed and loaded magazine inserted in the weapon. The magazine will only be loaded with authorized Department ammunition.

31.6.4.2.10. Approved Deployment/Tactical Uses:

31.6.4.2.10.1. Patrol rifles should only be deployed under the following circumstances:

31.6.4.2.10.1.1. When confronted by weaponry far superior than that which the officer possesses.

31.6.4.2.10.1.2. During high-risk, in-progress calls for service.

31.6.4.2.10.1.3. During high-risk traffic stops in non-congested areas.

31.6.4.2.10.1.4. Securing perimeters for pre-S.W.A.T. arrivals.

31.6.4.2.10.1.5. Requests for other uses in a controlled environment will be approved by a supervisor with appropriate justification. Supervisors must take into consideration: the limitations of the weapon, the appropriateness of the weapon in relation to the nature of the circumstances, potential for innocent bystanders to become victims, other weaponry available or alternative officer survival skills/tactical approaches which can be utilized.

31.6.4.3. Fully Automatic Assault Rifles:

31.6.4.3.1. Officers currently assigned to S.W.A.T. may, upon meeting all qualifications, carry fully automatic assault rifles during their tour of duty.

31.6.4.3.2. Fully automatic assault rifles are to be used under the same deployment and tactical conditions as outlined for patrol rifles.

31.6.4.3.3. Officers not currently assigned to S.W.A.T. are prohibited from carrying fully automatic assault rifles.

31.6.4.3.4. Officers assigned to S.W.A.T., who are authorized to carry fully automatic assault rifles, will not allow another officer to handle or use the weapon.

31.6.4.3.5. All Police Personnel are prohibited from purchasing fully automatic assault rifles for on-duty use.

31.6.4.4. Lethal Weapon Attachments:

31.6.4.4.1. Any member who wishes to add attachments that are not currently approved, shall direct this request via memorandum to the Chief of Police. This applies to both on and off-duty use.

31.6.4.4.1.1. The request must outline the purpose of the device and how it can enhance the efforts of the officer in accomplishing the mission of the Department. The request must also include the manufacturer's specifications or literature of the proposed device.

31.6.4.4.2. The Chief of Police may request the assistance of the Training Unit in determining the applicable use of such device.

31.6.4.4.3. Tactical Flashlight Attachments:

31.6.4.4.3.1. Members are authorized to use Department approved tactical flashlights on all Department approved lethal weapons, both for on and off-duty use.

31.6.4.4.3.2. Members must request via memorandum to the Chief of Police to use any tactical flashlight that is not issued by the Department. The memorandum must state the model tactical flashlight the officer wishes to purchase and the model weapon(s) the officer will mount the flashlight.

31.6.4.4.3.3. The Chief of Police will forward the memorandum to the Training Unit to ensure that the model and manner of attachment is Department approved.

31.6.4.4.3.4. The Training Unit will notify the requesting member if the model tactical flashlight they wish to purchase is authorized. Under no circumstances should an officer purchase this equipment without obtaining approval from the Chief of Police and the Training Unit.

31.6.4.4.3.5. The weapon and attached tactical flashlight must be secured in an approved holster for on-duty use. The Training Unit can provide information on approved holsters.

31.6.4.4.3.6. Use of the tactical flashlight while mounted to the weapon will be for tactical situations only, not for situations in which a regular flashlight will suffice. Examples include, but are not limited to: delayed calls for service, traffic stops, any searches that do not require the unholstering of a weapon.

31.6.4.4.3.6.1. Should routine situations become tactical, officers may use the tactical flashlight at their discretion.

31.6.4.4.3.7. Officers will ensure that they are familiar with the operation of the tactical flashlight. Appropriate training will be accomplished by the Training Unit.

31.6.4.4.3.8. Any member who opts not to carry a tactical flashlight on their primary duty weapon must supply their own holster. Members will contact the Training Unit to ascertain what type of holster has been approved by the Department.

31.6.4.4.4. Tactical Flashlight/Laser Combinations:

31.6.4.4.4.1. Only members assigned to the K-9 Unit are authorized to use Department approved tactical flashlight/laser combination weapon attachments.

31.6.4.4.4.2. K-9 officers are required to adhere to the same procedures for requesting and purchasing this equipment as outlined above for tactical flashlights.

31.6.4.4.4.3. K-9 officers may use the tactical flashlight under the same guidelines as outlined above.

31.6.4.4.4.4. The laser device will be used as a command/directional tool for canine control.

31.6.4.4.4.5. Under no circumstances will the laser be used for target acquisition of suspects in shooting situations.

31.6.5. Back-up Firearms:

31.6.5.1. A back-up firearm shall consist of an additional on-duty firearm that may either be a semiautomatic pistol or revolver carried in addition to an officer's primary weapon in the manner prescribed by this chapter.

31.6.5.2. Full time sworn officers will be authorized to carry Department approved back-up firearms. Officers who desire to carry back-up firearms will check with the Training Unit to ascertain which type of weapon is authorized by the Department.

31.6.5.3. Officers who wish to carry back-up firearms may do so after submission and approval of the Request for Approval – Additional Duty Equipment form.

31.6.5.4. Back-up firearms can be used in the event that an officer's primary firearm becomes disabled, malfunctions, has expended all rounds or they are deprived of its use by unlawful means.

31.6.5.5. Only one back-up firearm can be carried while on-duty or when working an off-duty special detail.

31.6.6. Less lethal Weapons: (CFA: 4.05A; 4.07 B)

31.6.6.1. The following less lethal weapons have been authorized for on and off-duty use:

31.6.6.1.1. Department issued Collapsible Baton.

31.6.6.1.2. Level One chemical agents = chemical spray.

31.6.6.1.3. Conducted electrical weapon (TASER).

31.6.6.1.4. 36” Baton (Field Force personnel only).

31.6.6.1.5. Special Impact Weapons and Munitions Systems:

31.6.6.1.5.1. These systems may consist of Level Two Chemical agents or less lethal launchers as approved by the Chief of Police.

31.6.6.1.5.2. Level Two Chemical agents will only be used by trained S.W.A.T. or Field Force personnel under the direction of the S.W.A.T. Commander or Field Force supervisor.

31.6.6.1.6. Special impact weapons such as less lethal 12-gauge launchers using specialty impact munitions such as flexible high energy munitions or non-flexible low energy munitions may be used as approved by the Chief of Police.

31.6.6.1.6.1. Special impact weapons and munitions may be used by trained SWAT personnel under the direction of the SWAT Commander or Field Force personnel under the direction of a Field Force Commander.

31.6.6.1.6.2. Exception: Any Supervisor and designated Field Training Officer who has received Department authorized training and has maintained biennially proficiency in the use of such weapon, may use Less lethal 12- gauge launchers during non-SWAT or - Field Force events and in compliance with current use of force policy.

31.6.6.1.6.3. Less lethal 12-gauge launchers shall be outfitted with an orange stock and orange fore-end.

31.6.6.1.6.4. Only specialty impact munitions shall be used with the less lethal 12-gauge launchers.

31.6.6.2. Selection and Review Process for Less lethal Weapons: (CFA: 4.07A)

31.6.6.2.1. Initial Selection, Evaluation and Revisions:

31.6.6.2.1.1. When the Chief of Police determines there is a need to acquire a new type or model of a less lethal weapon not currently issued, he or she will direct the Administrative Services Division to investigate the suitability of the weapon by:

- 31.6.6.2.1.1.1. Reviewing the manufacturer’s literature, manuals, or brochures.
 - 31.6.6.2.1.1.2. Reviewing Internet postings, news articles, trade publications, and similar sources for information regarding the reliability and performance.
 - 31.6.6.2.1.1.3. Identifying agencies with prior experience with the weapon and obtaining comments as to its performance, reliability, levels of required maintenance, and overall suitability.
 - 31.6.6.2.1.1.4. Comparing the cost to similar weapons, if any. The cost of ammunition, supplemental equipment, and supplies should be considered as well as the expected service life.
 - 31.6.6.2.1.1.5. Determining the availability of sources of supplies and repair services.
 - 31.6.6.2.1.1.6. Determining the capabilities, such as ammunition capacity or accurate range, of the weapon.
 - 31.6.6.2.1.1.7. Determining how the weapon will be used and its relationship to the FDLE Use of Force standards.
 - 31.6.6.2.1.1.8. Determining if the weapon can be deployed safely.
 - 31.6.6.2.1.1.9. Determining the degree of injury possible with the application of the weapon.
 - 31.6.6.2.1.1.10. Evaluating the manufacturer’s support and ability to support the weapon. This would include warranty, defense of lawsuits, and correction of defects.
 - 31.6.6.2.1.1.11. Determining the defect rate for the weapon, if possible.
 - 31.6.6.2.1.1.12. Evaluating maintenance requirements.
 - 31.6.6.2.1.1.13. Evaluating agency training requirements, particularly the ability of sworn personnel to reach and retain proficiency.
- 31.6.7. Less lethal Weapon Procedures: (CFA: 4.05A)
- 31.6.7.1. All sworn, uniformed personnel engaged in Patrol or other field activities must carry at least one (1) Department approved less lethal weapon.
 - 31.6.7.2. Less lethal weapons may be carried only after the completion of a course that is approved by the Training Unit. Authorization will begin after the Training Unit receives or issues a certificate of successful completion. (CFA: 4.05B)

31.6.7.3. All less lethal weapons will be initially supplied by the Department. The Department will replace all defective or malfunctioning less lethal weapons, unless the defect or malfunction is a result of employee negligence. All less lethal weapons will be inspected and approved by the Training Unit prior to use.

31.6.7.4. Officers who utilize a less lethal weapon that causes injury shall provide appropriate medical aid to the subject(s) injured. (CFA: 4.09)

31.6.7.5. Officers are authorized to use less lethal weapons on wildlife; both domestic and non-domestic.

31.6.7.5.1. Officers must take into consideration: the size and type of animal; its readily apparent behavior; the ability to contain the animal until the arrival of specialty departments; and the immediate threat to the safety of officers and/or others.

31.6.7.5.2. Officers should strive to reconcile the incident in the most humane way possible.

31.6.8. Less lethal Weapons – Special Uses:

31.6.8.1. Chemical Spray:

31.6.8.1.1. Only chemical spray issued by the Department shall be carried by sworn personnel. Uniform personnel will wear the chemical spray canister in a Department issued holster on their utility belt. Non-uniformed personnel may carry the canister concealed on or about their person.

31.6.8.1.2. All sworn officers shall undergo the initial training program.

31.6.8.1.3. Those officers who choose to carry chemical spray shall be responsible for inspecting and maintaining the chemical spray canister and holster.

31.6.8.1.3.1. The canister should be thoroughly shaken when first issued and should be shaken at least once every month thereafter and before use, if immediately practical. The canister should be test sprayed every six months. Such test will be conducted outdoors under the direction of a supervisor. (CFA: 4.07C)

31.6.8.1.3.2. Pursuant to Chapter 28 of Department Policies and Procedures, quarterly documented formal line inspections will be conducted to ensure expiration dates are not exceeded. (CFA: 4.07C)

31.6.8.1.4. Officers will turn in depleted or expired canisters to the Training Unit for replacement. Depleted or expired canisters may be disposed of in regular trash receptacles. Caution, however, should be exercised where canisters are disposed with relation to the general public. (CFA: 4.07C)

31.6.8.1.5. When the decision to use chemical spray has been made, if time permits and feasible, the subject should be verbally warned and advised that they will be sprayed if they do not cease combative resistance or aggressive behavior and comply with the officer's direction.

31.6.8.1.6. When other officers are present, the officer using chemical spray shall warn other officers of their intention by loudly saying "spray". Such a warning should provide other officers time to disengage from the subject to avoid being sprayed.

31.6.8.1.7. One burst of spray for one to two seconds directed at the subject's face should be sufficient to stop most subjects. Once incapacitated, no further spraying shall be permitted.

31.6.8.1.8. Officers should allow five to ten seconds to elapse before moving in to restrain the subject.

31.6.8.1.9. Under no circumstances will a subject who has been sprayed with chemical spray be placed face down on their stomach either on the ground or in a Departmentally owned vehicle for transport after they have been secured and are under control. Further, during transport, vehicle windows should be opened slightly to allow a flow of fresh air ventilation for both the subject and the officer.

31.6.8.1.10. Chemical spray is biodegradable and does not require special decontamination. Subjects sprayed should be monitored and assisted when necessary and when safe for the officer to do so. The subject should be assured of the temporary nature of the discomfort.

31.6.8.1.11. Officers will assure that fresh air is provided to the subject and, when feasible, permit the subject to rinse with cool, clean water. The subject should be advised that rubbing the eyes will only create more irritation. If a towel is provided, the subject should be directed to "pat" and not "rub off" the water.

31.6.8.1.12. All symptoms should disappear within 45 minutes. If symptoms persist, especially without relief for the eyes, skin and respiratory system, the officer shall request that Rescue respond immediately and transport the subject to the nearest hospital for medical attention. If at any time during the 45-minute period, the subject requests medical attention, such a request will be granted.

31.6.8.1.13. Upon transfer to a BSO Transportation Unit or detention center, the Deputy will be advised that the subject was sprayed with chemical spray.

31.6.8.2. Conducted Electrical Weapon (CEW):

31.6.8.2.1. A conducted electrical weapon is a less lethal conducted energy weapon that uses propelled wires to conduct energy to a remote target, or through direct

application to the target, thereby possibly controlling and affecting the central nervous system of the body.

31.6.8.2.2. Approved Equipment and Training:

31.6.8.2.2.1. Only officers who have successfully completed Department approved conducted electrical weapon training will be authorized to carry a Department approved conducted electrical weapon.

31.6.8.2.2.2. Officers will only carry Department approved replacement cartridges.

31.6.8.2.2.3. Officers will carry conducted electrical weapon in a Department approved holster.

31.6.8.2.2.4. All conducted electrical weapons will be carried in the cross-draw position.

31.6.8.2.2.5. Officers must carry the conducted electrical weapon fully armed and with the safety on.

31.6.8.2.2.6. Only Department approved battery power sources shall be used in the conducted electrical weapon.

31.6.8.2.3. Maintenance and Care of conducted electrical weapons:

31.6.8.2.3.1. Patrol Supervisors will ensure that each Officer's conducted electrical weapon is spark tested during roll call. Supervisors will accomplish spark testing in accordance with prescribed methods, which are taught during training. Supervisors will document shift testing in accordance with approved procedures as designated by the Uniform Division Commander.

31.6.8.2.3.2. Officers not assigned to Patrol will spark test conducted electrical weapon whenever they will be carrying the weapon on-duty or at least once a week. Supervisors will ensure that spark tests for these Officers are recorded in accordance with procedures as designated by the respective Division Commander.

31.6.8.2.4. Use of the Conducted Electrical Weapon:

31.6.8.2.4.1. Conducted electrical devices are designed for use against persons who exhibit active or aggressive resistance as outlined in the FDLE Force Guidelines.

31.6.8.2.4.1.1. All CEW's will be handled in a safe and prudent manner.

31.6.8.2.4.1.2. The conducted electrical weapon shall be pointed in a safe direction with the safety on during loading, unloading, or when handled in other than an operational deployment.

31.6.8.2.4.1.2.1. The only exception to the safety being off other than deployment, would be during a spark test. Officers will prepare for spark testing as directed by a Supervisor.

31.6.8.2.4.2. In preparation for firing, the conducted electrical weapon shall be pointed in a safe direction, taken off safe mode, and then aimed.

31.6.8.2.4.2.1. Center mass of the subject's back should be the primary target where reasonably possible; below the chest in abdominal area, splitting the beltline is the secondary target.

31.6.8.2.4.2.2. Avoid intentionally targeting sensitive areas of the body such as face, eyes, head, throat, chest area (heart), breasts and apparent pre-existing injury sites.

31.6.8.2.4.2.3. Officers who are preparing to use the conducted electrical weapon should, when feasible announce their intentions by stating, "TASER, TASER" prior to deployment in order to allow back-up officers to disengage the subject(s).

31.6.8.2.4.3. Upon deploying the conducted electrical weapon, officers should use the least number of exposures necessary and minimize the duration of exposures to gain compliance and control of the subject.

31.6.8.2.4.3.1. In determining a need for additional exposures, officers should be aware that an exposed subject may not be able to respond to commands during or immediately following exposures.

31.6.8.2.4.4. Avoid simultaneous exposures (deployments from more than one Taser) at the same time.

31.6.8.2.4.5. Subjects exposed to the conducted electrical weapon should be secured as soon as practical while disabled to minimize the number of deployment cycles.

31.6.8.2.4.6. When Officers confront juveniles, elderly persons, or females that are reasonably believed to be pregnant, conducted electrical weapons should only be used if other alternatives to restrain, secure, and prevent injuries have failed and/or there may be a likely risk of injury to the Officer by not deploying the conducted electrical device. Officers should take into consideration the subject's age, physical stature, any known or apparent medical conditions and level of resistance prior to deployment.

31.6.8.2.4.7. Conducted electrical weapons will not be used:

31.6.8.2.4.7.1. In a punitive or coercive manner.

31.6.8.2.4.7.2. On a handcuffed or secured prisoner, absent active physical resistance which cannot be reasonably controlled with any other less lethal weaponry.

31.6.8.2.4.7.3. While a K-9 is actively engaged with a subject.

31.6.8.2.4.8. Officers should use caution in deploying conducted electrical weapon:

31.6.8.2.4.8.1. In any environment where an officer knows that a potentially flammable, volatile, or explosive material is present.

31.6.8.2.4.8.2. In any environment where the subject's fall could reasonably result in serious bodily injury or death; e.g., water or on an elevated structure.

31.6.8.2.5. Reporting Procedures:

31.6.8.2.5.1. Officers will immediately contact their supervisor and advise them that they have discharged the conducted electrical weapon, even if the discharge was accidental.

31.6.8.2.5.2. CEW Discharge:

31.6.8.2.5.2.1. Every conducted electrical weapon discharge, other than an accidental discharge, must be documented on a Response to Resistance Report and a Conducted Electrical Weapon (CEW) form. Any Officer or subject injuries will also be documented within these reports. (CFA: 4.08C)

31.6.8.2.5.2.2. The Officer(s) who performs the discharge will also write an Offense/Incident Report documenting all events surrounding the incident and the use of the conducted electrical weapon. (CFA: 4.08C)

31.6.8.2.5.2.2.1. Officer(s) who experience an accidental discharge will write an Offense/Incident Report documenting all events surrounding the incident.

31.6.8.2.5.2.2.2. A Response to Resistance Report and an Conducted Electrical Weapon (CEW) form are not required for an accidental discharge. However, should the accidental discharge strike a person or animal, the Officer will complete a Response to Resistance Report and an Conducted Electrical Weapon (CEW) form along with an Offense/Incident Report.

31.6.8.2.5.2.2.3. The reviewing supervisor will forward copies of this report to the appropriate Division Commander, via chain of command, along with a copy to the Training Unit for review.

31.6.8.2.5.2.3. Officers who witness a discharge of a conducted electrical weapon will complete a supplemental to the original Offense Incident Report detailing the events surrounding the incident. (CFA: 4.08C)

31.6.8.2.5.2.4. Officers will take photographs of where the conducted electrical weapon probes made contact and any injuries suffered during the incident. Photographs will be properly labeled and submitted with the Offense/Incident Report.

31.6.8.2.5.2.5. Officers and back-up officers will submit all reports and photographs to a Supervisor for review.

31.6.8.2.5.2.6. After review, Supervisors will submit the original Offense/Incident Report via the current records management system. All originals and attaching copies of the Response to Resistance Report, supplemental Offense/Incident reports, the CEW form, and any photographs will be submitted directly to the Internal Affairs Unit, via the chain of command.

31.6.8.2.5.2.7. The Internal Affairs Unit will make copies of all Response to Resistance Reports, supplemental reports, CEW forms, and photographs and provide them to the Training Unit.

31.6.8.2.5.3. CEW Display:

31.6.8.2.5.3.1. Officers, while at the scene of an incident, who do not discharge their conducted electrical weapon but perform an arc or laser display or just unholster and display the weapon will complete a CEW form along with a Police Information offense/incident report. (CFA: 4.08C)

31.6.8.2.5.3.2. Back-up Officers who only display their conducted electrical weapon or perform an arc or laser display will initiate a supplemental police report and must also complete and submit a CEW form. (CFA: 4.08C)

31.6.8.2.5.3.3. Officers and back-up officers will submit all reports to a Supervisor for review.

31.6.8.2.5.3.4. After review, Supervisors will submit the original Police Information Report or supplemental report via the current records management system. Copies of the Police Information report or supplemental report along with the original CEW form will be sent to the Internal Affairs Unit, via the chain of command.

31.6.8.2.5.3.5. The Internal Affairs Unit will make copies of all Police Information reports, supplemental reports, and CEW forms and provide them to the Training Unit.

31.6.8.2.6. Post Deployment Care:

31.6.8.2.6.1. All probe contacts will require immediate medical attention and clearance.

31.6.8.2.6.1.1. Fire-Rescue personnel must be contacted and requested to respond to the scene in order to provide medical attention. Subjects will then be transported to the nearest hospital or medical facility for clearance. (CFA: 4.09)

31.6.8.2.6.1.2. All precautions as outlined in the Department’s Exposure Control Plan policy should be followed, when practical.

31.6.8.2.6.2 Exception:

31.6.8.2.6.2.1. Medical attention for subjects that are struck in a sensitive area, i.e., the neck, face, female breast, or male/female groin areas, will be accomplished by a doctor or other qualified medical staff.

31.6.8.2.6.3. Officers will maintain constant observation of the subject following a conducted electrical weapon deployment and removal of probes. Medical attention will be documented in both the Offense/Incident Report and the Response to Resistance Report.

31.6.8.2.6.3.1. Officers should be alert for the following conditions after an conducted electrical weapon usage:

31.6.8.2.6.3.1.1. High body temperature.

31.6.8.2.6.3.1.2. Subject complains of chest pains, abdominal pain, or back pain.

31.6.8.2.6.3.1.3. Subject complains of shortness of breath or rapid heart beat.

31.6.8.2.6.3.1.4. Subject is incoherent.

31.6.8.2.6.3.1.5. Subject is unconscious.

31.6.8.2.6.4. When the subject is taken to the detention intake facility, officers will advise the booking deputy that the subject was exposed to a conducted electrical weapon deployment and provide medical clearance documentation from the attending hospital.

31.6.8.2.7. Anytime a conducted electrical weapon is used, except on an accidental discharge, Officers shall, when practical, collect the cartridge, wire leads, darts, and any anti-felon identification (AFID) tags (confetti-like pieces of paper that are expelled from the cartridge) as evidence.

31.6.9. Ammunition:

31.6.9.1. On-duty Authorized Ammunition:

31.6.9.1.1. The following calibers are authorized for on-duty use: .40 caliber, .223 caliber, and 12 gauge, 2-3/4 buckshot for shotguns.

31.6.9.1.1.1. The above listed pistol calibers are authorized as on-duty ammunition for both primary and back-up firearms.

31.6.9.1.1.1.1. Exceptions:

31.6.9.1.1.1.1.1. SIS Unit members are authorized to carry .380 caliber and 9mm ammunition while on-duty as a primary firearm.

31.6.9.1.1.1.1.2. The type of ammunition for the Department's Supervisors, S.W.A.T. Team, SIS Unit, Field Force or under any emergency circumstances shall be determined by the Chief of Police or designee. This may include, but not be limited to, the use of less lethal rounds such as beanbag projectiles, rubber bullets, or other similar types of less lethal rounds.

31.6.9.2. Off-duty and Back-up Authorized Ammunition:

31.6.9.2.1. The following calibers are authorized for off-duty use: 9mm, .380, .40 caliber, .223 caliber, and 12 gauge, 2-3/4 buckshot for shotguns.

31.6.9.2.2. Officers assigned to patrol or investigative duties may carry 9mm or .380 caliber ammunition as a back-up firearm.

31.6.9.2.2.1. Officers hired prior to January 1, 2004 who were previously authorized and qualified to carry .38 caliber ammunition may continue to carry this round until they either no longer wish to do so or by failure to qualify with this round during any calendar year hereafter.

31.6.9.3. Ammunition Procedures:

31.6.9.3.1. The Training Unit will maintain a list of the authorized types and specifications for Department issued ammunition.

31.6.9.3.2. Firearm instructor(s) will issue ammunition for all on-duty, back-up, and off-duty firearms; shotguns; patrol rifles and automatic assault rifles upon the completion of the officer's qualification training round. Officers will be issued ammunition for the appropriate number of reloading devices.

31.6.10. Prohibitions:

31.6.10.1. Department personnel will not carry any lethal weapon, less lethal weapon or ammunition unless approved by the Chief of Police and the Department firearms instructor(s) via the Request for Approval – Additional Duty Equipment form. This applies to both on and off-duty use. (CFA: 4.06A)

31.6.10.2. Department personnel will not carry any lethal weapon and/or less lethal weapon until they have received the appropriate training and demonstrated the appropriate qualification/proficiency to carry such weapon(s) to members of the Training Unit. This applies to both on and off-duty use.

31.6.10.3. Officers are prohibited from altering or modifying any lethal weapon, less lethal weapon or ammunition. This applies to both on and off-duty use. Weapons requiring modification due to industry standards may either be turned over to the Department firearm instructor(s) or sent to authorized factory representatives.

31.6.10.4. Less lethal weapons may cause great bodily injury if used improperly. Officers are prohibited from using strikes to the head, throat, solar plexis and groin. These types of strikes will be avoided unless deadly force is justified.

31.6.10.5. Officers are prohibited from expelling chemical spray from their canisters that would be beyond the recommended guidelines of this policy or in excess based upon the nature of the incident.

31.6.10.6. No officer, who has been suspended from regular duty or the subject of a Domestic Violence Injunction, will carry a firearm off-duty.

31.6.10.7. Single action auto pistols are prohibited.

31.6.10.8. Trigger stops, trigger shoes and altered trigger pulls are prohibited.

31.6.10.9. Target, bone, ivory and pearl firearm grips are prohibited.

31.6.10.10. The muzzle of any lethal weapon shall not be held in direct contact with any portion of an individual's body at any time unless exigent circumstances exist.

31.6.10.10.1. Officers will ensure that the muzzle of any lethal weapon they are in possession of does not point at or go across the body of any person that they do not intend to point the weapon at.

31.6.10.11. Officers shall keep their finger(s) off the trigger of any lethal weapon until they are ready to fire.

31.6.10.12. Officers will not keep any on-duty, off-duty, back-up or any other lethal weapon; ammunition; or any less lethal weapon within their assigned Department vehicle while off-duty.

31.6.10.12.1. While on-duty officers will not keep on-duty, off-duty, back-up or any other lethal weapon or any less lethal weapon unsecured within their assigned Department vehicle.

31.6.10.12.1.1. All lethal and less-lethal weapons that are not secured on the officer's duty belt while on-duty, will be secured in an approved storage device installed by the City Vehicle Service Center or other Department authorized vendor.

31.6.11. Lost/Stolen/Damaged Lethal or Less lethal Weapons:

31.6.11.1. The loss, theft or damage of an officer's lethal or less lethal weapon must be reported in writing, via memorandum, to the Chief of Police, through the chain of command.

31.6.11.2. Officers must complete a police report to the law enforcement agency having jurisdiction where the loss, theft or damage occurred.

31.6.11.3. Officers should ensure that an entry is made in the NCIC/FCIC system for stolen firearms.

31.6.11.4. The officer's Division Commander shall ensure that copies of all relevant reports are forwarded to Internal Affairs and the Training Unit.

31.6.12. Lethal Weapons Inspection/Armory:

31.6.12.1. The Department armorer(s) will inspect all newly acquired lethal weapons prior to on and/or off-duty use. In addition, all lethal weapons will be inspected during firearms training sessions. (CFA: 4.06A)

31.6.12.2. Any lethal weapon that is found to be in an unsafe condition by the armorer will be ordered out of service until properly repaired. (CFA: 4.06B)

31.6.12.3. Armory may be issued under the following circumstances:

31.6.12.3.1. The officer's weapon malfunctions or needs repair, an armory firearm may be temporarily issued until the weapon is functioning properly or is repaired. The firearm issued must be the same make and caliber, if available, from the Department armory. The officer need not qualify with that weapon when the issuance is temporary and is of the same make and caliber.

31.6.12.3.1.1. The firearms instructor who temporarily issues a weapon from the armory for this purpose must monitor the progress of repair of the affected officer's weapon to ensure that the temporarily assigned weapon is returned to the armory.

31.6.12.3.1.2. If no similar firearm is available to issue, the officer may be temporarily issued a firearm from the armory that is of a different make and caliber. The officer shall qualify with this firearm prior to carrying it on-duty.

31.6.12.3.1.3. Armory weapons may be issued for a three-month trial period to any officer who changes assignments in which another weapon may be suitable for use. The

officer must decide within three months if they wish to purchase the same type of firearm.

31.6.12.3.2. An armory shotgun is assigned, when available, to the officer.

31.6.12.4. The Chief of Police must first approve any other requests for armory weapons or any variations of the above procedures.

31.6.12.5. All weapons issued from the armory must be recorded for inventory purposes.

31.6.12.6. The Training Unit and the Research and Planning Unit will conduct an audit of the armory and all Department owned weapons annually. (CFA: 4.06C)

31.6.13. Lethal Weapons Training:

31.6.13.1. No lethal weapon will be carried by Department personnel either on or off-duty, which has not been approved, inspected and recorded by the Department. (CFA: 4.06A)

31.6.13.2. Only officers who meet Department standards of proficiency will be permitted to carry a lethal weapon in the course of their employment. (CFA: 4.05B)

31.6.13.3. Officers will demonstrate proficiency with all lethal weapons that they desire to carry by qualifying annually, as scheduled by the Department.

31.6.13.4. Officers will report for qualifications, as scheduled by the Training Unit and directed by the Chief of Police.

31.6.13.5. Officers will qualify with all lethal weapons that they desire to carry during scheduled firearms training, unless otherwise indicated by the Training Unit.

31.6.13.6. Officers are required to identify what manner they wish to carry a firearm prior to qualifications. For example: on-duty (primary), off-duty, back-up.

31.6.13.7. Officers, who carry one firearm on-duty and a different firearm for off-duty special details, will qualify with both weapons.

31.6.13.8. Officers will qualify with their firearms using the same method of carrying the weapon, which is normally used. Any officer who, in the opinion of a firearms instructor, is not qualifying with a firearm as it is normally carried, will not be permitted to qualify.

31.6.13.9. Lethal weapons training sessions will include maintenance and safe handling procedures, weapons malfunction drills, use of force, policy and procedure

review and proficiency demonstration. This training will be monitored by a certified firearms instructor.

31.6.13.10. A copy of each course of fire is kept in the Training Unit. Officers must achieve a passing score of eighty-percent of the course.

31.6.13.11. Officers, who fail to meet minimum qualification standards on their first attempt with their on-duty firearm, will make every effort to improve proficiency. If time permits, the officer may attempt a second qualification within the same day. The Department firearm instructor(s) will determine the effectiveness of a qualification and training session. If, in the opinion of the firearm instructor(s), no further benefit will be obtained from the session, it will be terminated.

31.6.13.11.1. Should an officer fail to qualify, the firearm instructor will verbally notify their supervisor prior to the officer reporting back to duty. The supervisor will then notify their appropriate Division Commander who will in turn notify the Chief of Police or designee. A memorandum will be completed by the affected Division Commander through the Office of the Chief removing the officer from field duties and reassigning them to administrative duties.

31.6.13.11.2. The officer will report to the firearm instructor(s) on their first working day after their last attempt at qualifying for the purpose of remedial training and firearms range qualification. Officers will not be allowed to carry their Department authorized firearms either on or off-duty until they qualify. The Training Unit will keep a copy of all remedial training lesson plans.

31.6.13.11.3. The Chief of Police will review the status of any officer who fails to qualify after all reasonable attempts have been made.

31.6.13.12. Members will abide by all rules and regulations as set forth by the Department firearm instructor or certified weapons instructor regarding conduct and procedures for lethal and less lethal weapons training in both classroom settings or on the firearm range.

31.6.14. Less lethal Weapons Training:

31.6.14.1. Officers authorized to carry Department approved less lethal weapons will attend proficiency training biennially, except for conducted electrical weapon proficiency training, which will occur annually.

31.6.14.2. A certified weapons instructor will monitor this training.

31.6.14.3. Officers who fail to show the required proficiency level will not be authorized to carry that weapon either on or off-duty until such time as they demonstrate the required proficiency.

31.6.15. Firearms Security – Off-duty:

31.6.15.1. Officers are required to comply with all federal, state and local laws regarding the storage of lethal weapons at their residence.

31.6.15.2. All lethal weapons owned by Department personnel will be secured and stored to prevent injury, accidental discharge, or access by unauthorized persons.

31.6.16. Carrying Concealed Firearms:

31.6.16.1. Florida State Statute 790.52 authorizes active duty police officers to carry concealed firearms.

31.6.16.2. Officers who choose to carry a firearm off-duty must ensure that they follow all the requirements of this policy. Officers shall possess their Department badge and identification card when carrying a concealed firearm off-duty.

31.6.17. Flashlights:

31.6.17.1. Officers may carry flashlights no longer than 15 inches in length.

31.6.17.2. Flashlights are not considered to be either lethal or less lethal weapons and are not to be used as such.

31.6.17.3. If officers encounter situations that hinder their ability to obtain authorized weaponry or seek cover, they may use flashlights in the same manner as prescribed for the standard police nightstick/baton; however, officers will make all attempts to immediately utilize an authorized weapon should the need for the response to resistance become imminent.

31.6.18. Weapons in Detention Facilities:

31.6.18.1. Department members shall comply with current procedures regarding weapons in the Department detention area.

31.6.18.2. Department members shall comply with required policies of the host facility concerning the possession of any lethal or less lethal weapons while inside any detention facility.

31.6.19. Weapons in Courthouses and Satellite Facilities:

31.6.19.1. Officers shall only possess firearms or less lethal weapons inside courthouses or its satellite facilities when in the course and scope of their official duties.

31.6.19.2. Non-uniformed or plain clothes officers will ensure that their firearms are securely encased and concealed from public view while at the courthouse or its satellite

facilities in the course and scope of their official duties.

31.6.19.3. Non-uniformed or plain clothes officers will be required to carry and present Department official identification at all times when appearing at the courthouse or its satellite facilities in the course and scope of their official duties. Any officer not possessing their credentials will be prohibited from possessing a firearm or less lethal weapon.

31.6.19.4. All uniformed officers shall securely encase their firearms in their service holsters while at the courthouse or satellite facility in the course and scope of their official duties.

31.6.19.5. Officers are prohibited from possessing firearms or less lethal weapons in courthouses and satellite facilities while off-duty and present for any private or personal business.

31.6.19.5.1. Officers are prohibited from possessing firearms or less lethal weapons in courthouses and satellite facilities when they are party to a proceeding and not appearing in an official capacity.

31.6.19.6. Individual judges, at their discretion, may prohibit officers from possessing firearms or less lethal weapons in their respective courtrooms.

31.6.19.6.1. If a presiding judge prohibits an officer from possessing a firearm or less lethal weapon in their respective courtroom, the firearm or less lethal weapon will be either:

31.6.19.6.1.1. Secured in the trunk of the officer's assigned vehicle; or

31.6.19.6.1.2. Secured in a weapons locker in the Court Services office.

31.6.19.7. Officers shall comply with the requests of court officials pursuant to current Administrative Orders as set forth by courthouse administration.

31.6.19.8. Failure to abide by any of the above listed sections pertaining to weapons in courthouses and satellite facilities will result in disciplinary action.

31.6.20. Weapons in Other Facilities:

31.6.20.1. Officers will abide by current State statutes and City ordinances regarding the carrying of a firearm when on or off-duty and upon entering certain establishments and other facilities.