


PBP FORM 290  <b>PITTSBURGH BUREAU OF POLICE</b> <i>"...honor, integrity, courage, respect, and compassion."</i>		<b>SUBJECT:</b>  <b>"FIREARMS TRAINING"</b>	<b>ORDER NUMBER:</b>  70-4
		<b>PLEAC STANDARD:</b> <b>1.3.9, 1.3.10, 1.10.5</b>	<b>PAGE 1 OF 4</b>
<b>ISSUE DATE:</b> 9/8/2017	<b>EFFECTIVE DATE:</b> 9/9/2009	<b>ANNUAL REVIEW DATE:</b> DECEMBER	<b>RESCINDS:</b> ALL PREVIOUS
			<b>AMENDS:</b> NONE

## **1.0 POLICY OR PURPOSE**

1.1 The purpose of this policy is to outline Municipal Police Officers Education and Training Commission (MPOETC) and Pittsburgh Bureau of Police requirements and guidelines for annual firearms certification, as well as any other firearms training that may be provided to members of the Bureau of Police.

## **2.0 DEFINITIONS**

- 2.1 **Authorized Firearm** – Any make, model or caliber of firearm that meets the designated requirements and specifications of the Pittsburgh Bureau of Police (PBP) that has been approved by the Chief of Police or his/her designee for general or individual use by members of this Bureau. This includes Primary Service firearms, Secondary firearms, shotguns and rifles used by members of this Bureau.
- 2.2 **Primary Service Firearm** – The firearm authorized by the Bureau of Police to be carried as part of the service uniform and related equipment for uniformed personnel or the authorized firearm to be carried by plainclothes officers.
- 2.3 **Secondary Firearm** – Any authorized firearm other than the primary service firearm that is carried on duty (as a back-up weapon) or off-duty in an authorized concealed manner.
- 2.4 **Firearms Qualifications** – Compliance to standards established by the Municipal Police Officers Education and Training Commission (MPOETC) and the Pittsburgh Bureau of Police.
- 2.5 **Director** – Supervisor assigned by the Chief of Police and approved by MPOETC as the Training Academy Director.
- 2.6 **Rangemaster** – Officer assigned by the Chief of Police to oversee the safe and efficient operation of the PBP shooting range, the initial and annual firearms qualification of PBP personnel, and the maintenance and repair of firearms.

## **3.0 GENERAL REGULATIONS**

- 3.1 Only those officers who have successfully completed firearms qualifications in accordance with the PBP and MPOETC (Municipal Police Officers Education and Training Commission) and have demonstrated proficiency with the firearm are authorized to carry a firearm.
- 3.2 While on-duty or off-duty, no member will arm him/herself with any firearm unless the officer has qualified with such firearm as per Section 5.0 of this policy.
- 3.3 All personnel will be required to adhere to firearms qualification standards specified by the PBP and MPOETC, to include supplemental firearms training when offered as per Section 5.0 of this policy.

## **4.0 TRANSITIONAL TRAINING**

- 4.1 Only those officers who have successfully completed the [REDACTED] Transitional Course or other transitional training for a handgun designated as essential for an officer's specialty assignment, will be permitted to carry one of the authorized [REDACTED] models or handgun designated and approved as assignment specific. Any officer who wishes to make the transition from service [REDACTED] to the [REDACTED] may do so under the following conditions:

- 4.1.1 Officers who wish to carry the [REDACTED] will be responsible for the purchase of an authorized model of the weapon as well as the approved holster and magazine pouch.
- 4.1.1.1 The initial purchase of leather goods for a member who transitions to the [REDACTED] is the responsibility of the individual officer.
- 4.1.1.2 Should an officer require replacement of this holster due to damage or normal wear, an approved City issue replacement holster, will be issued.
- 4.1.2 When the weapon and approved leather goods have been purchased, the officer shall notify the Firearms section of the Training Academy of his/her intention to make the transition from the revolver to the semi-automatic pistol.
- 4.1.3 The officer will be scheduled for a two-day transitional training course. No officer may carry the [REDACTED] unless he/she successfully passes the written and practical portions of the transitional training course with a score of 75% or better on each and demonstrates proficiency in the handling of the firearm.
- 4.1.4 Overtime will not be authorized for transitional training unless authorized by the Chief of Police or his/her designee. Transitional training will take place during regular training hours as offered by the Firearms Section.
- 4.1.5 Any officer in possession of a City-issued [REDACTED] who opts to transition to an approved [REDACTED] model will be required to return the revolver to the Firearms Section upon qualifying with the [REDACTED] pistol.
- 4.1.6 Once an officer has successfully completed Glock transitional training, he/she may not revert back to using the city issued or previously authorized revolver as the primary service firearm, unless requested for special assignment and approved by the Patrol Tactics Supervisor, the Director's designee, and the Chief of Police.

## **5.0 ANNUAL FIREARMS QUALIFICATIONS**

- 5.1 All officers authorized to carry firearms shall be required to qualify with an approved firearm at least annually adhering to standards set forth by the PBP and MPOETC, demonstrate proficiency in supplemental training, and complete at least annually an off-duty/secondary weapon course of fire if applicable.
- 5.1.1 Because of budget constraints and the limited time availability on the firing range, Bureau of Police members will be certified with one (1) type of firearm – either the approved [REDACTED], except in extraordinary circumstances that will be determined by the Chief of Police.
- 5.1.2 Members of the Bureau of Police shall be allowed two (2) attempts at qualification on any given day using the primary service firearm. Members who fail to shoot a qualifying score on this first day shall be subject to the following requirements:
- 5.1.2.1 The Firearms Section will coordinate another attempt for the officer to qualify. This shall be done as soon as possible.
- 5.1.2.2 Should the officer fail to qualify on the second attempt, the officer will be subject to remedial firearms training as soon as possible and on the officer's own time.
- 5.1.2.3 If the officer fails remedial firearms training, a report will be made through the chain of command to the Deputy Chief of Police, and will include recommendations by the Firearms Instructor for corrective action.
- 5.1.3 Members of the Bureau of Police who, on the initial attempt at qualification, fail to demonstrate safe gun handling skill and/or proficiency with the firearm will be subject to the following requirements:
- 5.1.3.1 The Firearms Section will coordinate a remedial firearms training session that will address the officer's deficiencies as soon as possible and on the officer's own time.
- 5.1.3.2 The member will be required to fire a course of fire that will address the officer's specific needs. This course of fire will be in addition to the MPOETC course of fire.
- 5.1.3.3 If the officer fails remedial firearms training, a report will be made through the chain of command to the Deputy Chief of Police, and will include recommendations by the Firearms Instructor, who oversaw the remediation, for corrective action.
- 5.1.4 Any officer who fails an initial attempt to qualify with a secondary (off-duty) firearm shall be given opportunities as soon as possible to re-qualify with that firearm on the officer's own time.
- 5.1.4.1 Upon re-qualification, should the officer fail to shoot a qualifying score, demonstrate safe gun handling skill and/or proficiency, the officer will be subject to a remedial firearms course.

**6.0 LESS-LETHAL SHOTGUN QUALIFICATION**

6.1 [REDACTED]  
which is part of the annual Pittsburgh Bureau of Police Firearms training curriculum, may be issued or request a Less-Lethal Shotgun Platform.

6.1.1 The Director of the Training Academy shall ensure that a current list of officers who have qualified with the Less-Lethal Shotgun Platform is maintained in the "Firearms Less-Lethal Weapons-Qualification" folder on the "I" drive and is updated monthly.

6.2 Any officer who requests to carry a departmentally issued Less-Lethal Shotgun Platform in the course of his/her normal tour of duty must first successfully complete the Less-Lethal Weapons Qualification which is part of the annual Pittsburgh Bureau of Police Firearms curriculum.

**7.0 PATROL RIFLE QUALIFICATION**

7.1 Any officer who has successfully completed the required Bureau patrol rifle qualification course may only deploy with an individually sighted patrol rifle examined by the Firearms Section and authorized by the Chief of Police. Patrol rifle deployment is at the discretion of his/her shift supervisor.

7.1.1 The Director of the Training Academy shall ensure that a current list of officers who have qualified with the patrol rifle is maintained in the "Firearms Qualification" folder on the "I" drive and is updated monthly.

7.2 Any officer who requests to carry a patrol rifle in the course of his/her normal tour of duty must first successfully complete the four day training and qualification program followed by a subsequent qualification. The subsequent qualification must be completed within 4 to 8 months of the initial training/qualification. Officers must then successfully requalify every 4 to 8 months thereafter in order to maintain his/her patrol rifle certification.

**8.0 SWAT WEAPONS QUALIFICATIONS**

8.1 Any SWAT officer may be issued any SWAT authorized weapon after successful completion of the required training/qualification course and completion of all subsequent required requalification's necessary to maintain his/her certification on the weapons system.

**9.0 CONDUCT AND SAFETY AT THE FIREARMS RANGE**

9.1 The Rangemaster and his/her designee shall closely monitor firearm safety and conduct of all members while at the firing range. Any conduct or firearms safety violation determined to be unsafe shall be cause for immediate dismissal from the range at the discretion of the Rangemaster or his/her designee.

9.2 Due to safety factors and the proper operation of both Primary Duty and Secondary firearms, member's fingernails will not exceed more than ¼" past the fingertip.

9.3 Any member experiencing a limitation that would exempt him/her from firearms training shall furnish his/her supervisor with a doctor's excuse prior to being assigned for firearms training.

9.4 Additionally, officers using prescription drugs or other medication which they reasonably believe could impair their ability or judgement to use a firearm shall make notification to their supervisor prior to being assigned to firearms training as per General Order #17-9 "Members Under the Influence of Alcohol or Drugs."

9.5 Any member who is excused from any portion of firearms training must present a doctor's excuse to the Firearms Staff prior to training.

9.5.1 When an excuse is presented to the Firearms Staff that states a member is excused from firing his/her primary

service weapon, notification must be made as soon as possible through the chain of command to the Chief of Police.

- 9.6 All shooting conducted on the Firing Range will be done under the supervision of the Rangemaster or designated Firearms Instructor.
- 9.7 All members shall adhere to the posted Range Safety Rules.
- 9.8 All loading and unloading of any firearm while on the range shall be done at the direction of the Rangemaster or his/her designee.
- 9.9 Any and all injuries, no matter how slight, must be reported to the Rangemaster or his/her designee immediately.

Approved By:



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Scott Schubert  
Chief of Police