

DALTON POLICE DEPARTMENT

	<i>Effective Date</i>	<i>Number</i> GO88-2.12
<i>Subject</i> Firearms		
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I. **Policy**

It is the policy of the Dalton Police Department that Officers be equipped with approved firearms and ammunition and only carry ~~weapons~~ **firearms** and ammunition authorized by the Agency. Before issuance of such equipment, Officers shall be properly instructed and certified, as appropriate, and complete the Basic Law Enforcement Training Course (BLETC).

II. **Definitions**

On duty - A Police Officer is on duty while, working his / her regular tour of duty, while working overtime, or when going to and from work, he / she performs any type of law enforcement function for the City. Additionally, while off duty, if a Police Officer observes an illegal act in the City of Dalton and responds to it, he / she is considered to be on duty.

Department firearms instructor – A Georgia P.O.S.T. certified instructor that has attended and successfully completed a certified firearms instructor course, such as those offered by the National Rifle Association. Department firearms instructors are authorized to review, inspect, and approve firearms to be carried on duty and off duty, as well as conduct annual and remedial firearms training.

III. **Authorized Firearms and Ammunition**

Prior to an Officer carrying a ~~weapon~~ **firearm**, it shall be reviewed, inspected, and approved by a ~~qualified weapons~~ **Department firearms** instructor. The Officer shall also be issued a copy of, and instructed on, the policies that pertain to that ~~weapon~~ **firearm**. This shall be documented and forwarded to the Training Coordinator. Officers shall also show proficiency in the use of a ~~weapon~~ **firearm** prior to being approved to carry it. **The Department's Training Coordinator shall maintain a list of the types and specifications of ammunition approved for use in all Department-approved firearms. The Chief of Police or his / her designee shall approve the list annually.**

A. Handguns

1. The Department-issued handgun is a **9mm .40** caliber double action semi-automatic and must be loaded with Department-issued ammunition. ~~(See Appendix A & B)~~

2. **Issued handguns** must be registered with the Department by make, model, and serial number.
3. Officers must demonstrate safe and proficient use of their handgun during regular firearms qualification sessions. This training will be conducted by a **certified-~~weapons~~ Department firearms** instructor and documented in the Officer's training file. Officers must also demonstrate the ability to disassemble and reassemble the handgun and perform standard cleaning procedures.
4. The handgun must be inspected **fired**, and certified as safe by **a the** Department firearms instructor, either by observing the Officer fire the handgun or firing it themselves.
5. Officers must qualify with the handgun caliber and weight range of ammunition issued.
6. Handguns shall be carried in Department-approved holsters, which will properly retain and secure the handgun.
7. Safety precautions for handguns:
 - a. Officers are required to keep their handguns loaded and holstered while on duty. Dry firing, cleaning, or casual comparison with other Officers' handguns is prohibited.
 - b. Officers may transfer their handgun from one holster to another at the beginning or ending of their tour of duty as long as it is done safely.
 - c. Officers are permitted to un-holster their handgun and place it in the lock boxes prior to entry into the booking area of the Whitfield County Jail or in any situation in which there could be a threat to the Officer's life; e.g., interview room.
 - d. Officers should never hand a loaded handgun to another Officer, unless in a life and death situation.
 - e. Officers shall keep their handgun clean and in a constant state of readiness. Each Officer is responsible for field stripping and cleaning their handgun every thirty (30) days and immediately after use during firearms training and qualification.

B. Secondary or Backup Handgun

A secondary or backup handgun is authorized as long as it meets the following criteria:

1. .38 special or .357 magnum double action revolver
2. .380 ACP, 9mm, or .40 caliber double action semi-automatic

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3. Personally owned or Department-issued
4. **Must be** loaded with **Department-**approved or **Department-**issued ammunition (~~See Appendix A~~)
5. Must be carried concealed
6. Must be registered with the Department by make, model, and serial number
7. Officers must demonstrate safe and proficient use of their backup handgun during regular firearms qualification. This training will be conducted by a ~~certified-weapons~~ **Department firearms** instructor and documented in the Officer's training file.
8. Must be inspected ~~fired~~, and certified by ~~a the~~ Department firearms instructor, either by observing the officer fire the weapon or personally firing it themselves.

C. On-duty Shotgun

1. Authorized Types, Ammunition, and Training (see Appendix A ~~& B~~)
 - a. Must be a 12-gauge pump or semi-automatic, personally owned or Department-issued. Personally owned shotguns must meet the specifications as outlined in Appendix ~~B~~ **A** to be considered an "on duty shotgun".
 - b. Must be loaded with Department-issued ammunition
 - c. Must be registered with the Department by make, model, and serial number
 - d. Officers must demonstrate safe and proficient use of the shotgun during regular firearms qualification. This training will be conducted by a ~~certified-weapons~~ **Department firearms** instructor and documented in the Officer's training file.
 - e. Must be inspected ~~fired~~, and certified by ~~the a~~ Department firearms instructor, either by observing the Officer fire the shotgun or personally firing it themselves.
 - f. For all shotguns purchased by the Department, the Department shall maintain all applicable paperwork as outlined by the National Firearms Act. For all shotguns purchased by the Officer, the Officer shall be responsible for the maintenance of all applicable paperwork as outlined by the National Firearms Act.
2. Procedures and Safety Precautions
 - a. The muzzle of the shotgun should always be pointed in a safe direction.

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- b. All administrative loading and unloading should be accomplished outside the building and outside the vehicle before positioning the shotgun in the vehicle.
- c. The shotgun may be carried in the vehicle in a vertical shotgun rack; a rack underneath the front seat; a carrying case in the trunk of the vehicle; or other Department-approved shotgun rack while the Officer is on duty. The shotgun shall not be left in an exposed area when the Officer is off duty. The shotgun shall be removed from the rack and placed in the trunk or stored in a safe manner inside the Department or Officer's residence.
- d. Shotguns should not have a shell in the chamber while in a rack or in the trunk of the vehicle.
- e. The safety should be "on" while in a rack or in the trunk of the vehicle.
- f. The shotgun should be unloaded prior to entry into a police facility with the bolt ~~thrown to the rear~~ open and the safety on.
- g. It is the Officer's responsibility to see that the shotgun is kept clean and in good working order. Supervisors shall make periodic checks to ensure the shotgun is clean and in good working order.

D. Department Authorized Rifles

- 1. The on duty approved rifle is an AR-15 style rifle chambered for the 5.56 NATO cartridge. The rifle barrel must reliably stabilize Department-issued ammunition.
- 2. Officers approved by the Chief of Police or his / her designee may be armed with rifles (Appendix ~~B~~-A) and such other weaponry as may be approved by the Chief of Police.
- 3. All Officers approved by the Chief of Police or his / her designee to carry a rifle must first attend an approved rifle training course. All rifles must be registered with the Department by make, model, and serial number.
- 4. Officers approved to carry a rifle must also demonstrate the ability to disassemble and reassemble the rifle, perform standard cleaning procedures, and show how to clear the rifle in the event of a malfunction, all to the satisfaction of a Department firearms instructor.
- 5. The rifle must be inspected ~~fired~~, and certified as safe by ~~the~~ a Department firearms instructor, either by observing the Officer fire the rifle or by firing it themselves.
- 6. Any modifications or additions made to a rifle must be approved by a Department ~~al-rifle~~ firearms instructor.

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7. The rifle must be loaded with Department-issued ammunition (~~Appendix A~~).
8. Each Officer approved to carry a rifle shall qualify annually and show proficiency with their approved rifle and ammunition on a course prescribed by a Department firearms instructor. This training will be conducted by a ~~certified-weapons~~ Department firearms instructor and documented in the Officer's training file.
9. For all rifles purchased by the Department, the Department shall maintain all applicable paperwork as outlined by the National Firearms Act. For all rifles purchased by the Officer, the Officer shall be responsible for the maintenance of all applicable paperwork as outlined by the National Firearms Act.
10. Procedures and Safety Precautions
 - a. Rifles are issued to ~~the~~ Officers approved to carry them. Officers wishing to carry a personally owned rifle must receive approval from the Chief of Police or his / her designee. Personally owned rifles must meet the specifications as an authorized rifle outlined in Appendix ~~B~~ A to be considered as an "On-Duty Rifle".
 - b. The rifle may be carried in the vehicle in a locked gun rack in the driver's compartment or a gun case designed for the rifle/~~shotgun~~ in the trunk of the vehicle while the Officer is on duty. ~~Do not leave~~ The rifle/~~shotgun~~ shall not be left in an exposed area when the Officer is off duty. The rifle shall be removed ~~the rifle/shotgun~~ from the rack and placed ~~it~~ in the trunk or stored in a safe manner inside the Department or Officer's residence.
 - c. The rifle should not have a shell in the chamber while in a rack or the trunk of the vehicle. A loaded magazine may be inserted in the rifle/~~shotgun~~.
 - d. The rifle should be unloaded prior to entry into a law enforcement facility with the bolt ~~thrown to the rear~~ open and the safety on.
 - e. It is the Officer's responsibility to see that the rifle is kept clean and in good working order. Supervisors shall make periodic checks to ensure the rifle/~~shotgun~~ is clean and in good working order.
 - f. All administrative loading and unloading should be accomplished outside the building and outside the vehicle before positioning the rifle in the vehicle.

E. Off-Duty Firearms

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1. Officers may, but are not mandated to, carry a handgun while off duty. An Officer who elects not to carry a handgun while off duty shall not be subjected to disciplinary action if an occasion should arise where he / she could have taken action if he / she were armed. (Exception: Off-duty Officers, while operating a Department vehicle, shall be armed with an approved handgun.) Off-duty handguns must be carried concealed.
2. Officers shall not have a firearm and ammunition on their person when under the influence of alcohol or upon entering another jurisdiction, other than the City of Dalton, unless permitted to do so by state or federal statute.

F. Additional Safety Considerations

1. Officers are prohibited from the loaning of a Department firearm or ammunition to another person.
2. Officers to whom Department firearms are issued are responsible for the safety and security of the firearms while in the Officers' possession.
3. Officers should secure all Department-authorized firearms out of the reach of children and others not familiar with the use and danger of firearms to prevent possible injury to family members and others.
4. Officers should be aware that a great burden of responsibility and liability accompanies the issuance of a Department firearm and ammunition.

IV. Firearms Training

- A. All Officers shall be certified at least annually with all approved lethal weapons that the employee is authorized to use.
- B. All firearms training must be conducted by a certified Department firearms instructor.
- C. All new sworn personnel shall be certified with their departmentally-approved firearms prior to reporting for their first day of duty.
- D. Firearms certification shall be an approved firearms course and any other course(s) the Chief of Police deems necessary.
- E. In the event of an accidental firearms discharge or the use of deadly force by a firearm, other than to destroy an animal that represents a danger to public safety, as outlined in GO88-5.1, the Officer must undergo an immediate recertification prior to returning to full duty. Supervisors will be notified immediately, and a report of the incident shall be made within twenty-four (24) hours.

V. Firearms Qualification

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- A. All sworn personnel are required to complete firearms training annually and qualify annually with their duty weapon in accordance with Departmental standards.
- B. During the annual qualification, the Officer shall be given no more than four (4) attempts to achieve one (1) qualification score of 80% or greater.
- C. If, after four (4) attempts, an Officer fails to achieve a qualifying score, the Department firearm's instructor shall notify the Officer's Supervisor and ~~departmental~~ Training ~~officer~~ Coordinator. Officers who fail to meet the minimum qualifications shall turn over their issued duty weapon and ammunition and not return to normal duty or extra duty until they successfully qualify with their duty weapon.
- D. After failing to qualify, the Officer shall contact the Training Coordinator in writing to arrange for remedial training with a Department firearms instructor. The Department firearms instructor conducting the remedial training will document all aspects of the remedial training and submit a written report to the Training Coordinator.
- E. Any Officer who fails an annual firearms qualification will be retested within fourteen (14) days of the initial attempt. The Officer shall be given no more than four (4) attempts to achieve one (1) qualification score of 80% or greater.
- F. If the Officer fails to achieve a qualifying score on the second attempt, the Department firearms instructor conducting the retest shall notify the Training Coordinator and Support Services Division Commander.
- G. The Support Services Division Commander shall compile the information from the qualification sessions and remedial training and submit a written report, in accordance with GO88-2.10 (Complaint Review Policy), to the Chief of Police for administrative action.

VI. Unsafe ~~Weapons~~ Firearms

If a ~~weapon~~ firearm is determined to be unsafe or unserviceable, the Officer will notify his / her Supervisor of the deficiency. If another ~~weapon~~ firearm is available, the Officer will be issued a replacement ~~weapon~~ firearm after it has been reviewed, inspected, and approved by a ~~qualified weapons~~ Department firearms instructor. If there is not a replacement available, the Supervisor will make a determination if the Officer can continue to work in a sworn capacity without the ~~weapon~~ firearm. The Officer will be issued a replacement ~~weapon~~ firearm as soon as a qualified ~~weapon~~ firearm becomes available.

This policy supersedes any previous policies issued.

BY ORDER OF

CHIEF OF POLICE

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Appendix A

Dalton Police Department Issued/Approved Ammunition Listing

HANDGUN

.40 Auto

Department issued — ~~165-180 grain jacketed hollow point~~

9mm

Department approved — ~~124-135 grain jacketed hollow point~~

.380 ACP

Department approved — ~~90 grain jacketed hollow point~~

.38 Special

Department approved — ~~125-135 grain jacketed hollow point~~

.357 Magnum

Department approved — ~~125 grain jacketed hollow point~~

RIFLE

.223 / 5.56

Department issued — ~~75 grain jacketed hollow point~~

SHOTGUN

12 gauge

Department issued — ~~2 3/4", 00, buckshot, 9 pellet~~

~~Officers who carry approved ammunition with their secondary/backup handgun will be required to supply their own training/qualification ammunition. All ammunition must be approved by the Training Coordinator or Firearms Instructor.~~

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Appendix B A

Dalton Police Department Specifications for Authorized Firearms

Make: Glock
Model: ~~22~~ 45
Caliber: ~~.40 S&W~~ 9mm Luger
Action Type: Semi-automatic double action
Weight: ~~22.75~~ 24.48 ounces, with empty magazine
Barrel length: ~~4.48~~ 4.02 inches
Magazine capacity: ~~15~~ 17 rounds

Make: Department Approved
Model: AR-15 Style
Caliber: 5.56mm (.223 Remington)
Action Type: semi-automatic
Barrel length: 10-20 inches
Magazine capacity: 20 or 30 rounds

Make: Department Approved
Model: Department Approved
Caliber: 12 gauge
Action Type: Pump action or semi-automatic
Barrel length: 14-22 inches
Magazine capacity: 3-10 rounds

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