

COVINGTON POLICE DEPARTMENT STANDARD OPERATING PROCEDURE

Subject: FIREARMS REGULATIONS

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I. Purpose

To provide guidelines governing firearms issued to police personnel; to establish rules for carrying firearms on and off duty; and to provide criteria for the training of police personnel with department issued firearms.

II. Scope

This policy shall apply to all authorized firearms and ammunition carried by department personnel on or off duty and shall govern the training, authorization to carry, and inspection procedures.

III. Authorization and Approval to Use Firearms

- A. Officers must have written authorization for any firearm carried on-duty and must have written authorization for any firearm carried off-duty when acting under the color of law.

This subsection is not intended to limit the rights of an officer to carry firearms off-duty in the same manner as unrestricted citizens, but rather to define the authorization to carry a firearm under the color of law.

- B. To obtain authorization to carry a department issued firearm, an officer must successfully complete the Covington Police Department Firearm Training Program, and meet the firearms qualification standards. Written authorization will be granted at the completion of the training program.
- C. To obtain authorization to carry any other firearms, officers must complete each of the following requirements.
1. The officer will submit form PD100 along with the firearm and fifty rounds of practice ammunition and fifty rounds of jacketed hollowpoint ammunition to the department armorer.
 2. The department armorer will submit written findings and recommendation on the firearm.

3. The officer will demonstrate proficiency with the firearm and will participate in the live fire course designed for that particular firearm.
 4. The weapon officers carry off-duty must be loaded with approved ammunition at all times.
 5. The officer will present form PD100 for the Chief's approval to carry the firearm.
- D. All records regarding firearms, ammunition, authorization to carry, and training shall be maintained by the departmental armorer.

IV. Authorized On-Duty Firearms and Ammunition

- A. Issued firearms for Patrol Personnel will be a Glock, 45 caliber semiautomatic pistol. Issued firearms for Administrative, CID and Special Operations Personnel will be Glock .45 caliber semiautomatic pistol, with an option for a Smith and Wesson Model 642 .38 caliber, based on availability and need.
- B. Ammunition for department issued .45 caliber firearms will be quality factory ammunition from a major manufacturer 230 grain jacketed hollowpoint bullets provided by the department rangemaster.
- C. Ammunition for department issued .38 caliber firearms will be quality factory ammunition from a major manufacturer 125 grain jacketed hollowpoint bullets provided by the department rangemaster.
- D. Ammunition for department issued .223 caliber rifle will be quality factory ammunition from a major manufacturer 55 grain ballistical tip hollowpoint bullets provided by the department rangemaster.
- E. Authorization to carry any other firearm on duty may be made for personnel when the nature of their work dictates such (e.g. Swat, Narcotics Investigation and Administration.) In such exceptions, officers must comply with Section III.C. Authorization will be granted only for that particular firearm and ammunition.

V. Authorized Off-Duty Firearms and Ammunition

- A. Police personnel are allowed to carry department issued firearms and approved ammunition while off-duty. To carry any other firearm and ammunition while off-duty and acting under the color of law, the officer must comply with Section III.C.
- B. Revolvers are limited to 38 special or 357 magnum, and must be capable of holding five to six rounds and fire double action. Pistols are limited to 9mm, 40, 45, and 380, calibers and must be capable of holding eight rounds and fire conventional double action or double action only. (No single action weapons).

VI. Support Firearms

- A. The department has available to sworn officers a Remington 870 12 gauge shotgun to be used as a support weapon. The shotguns are available on a checkout, check-in basis as approved by the officer's Lieutenant or Sergeant and must be checked back in at the end of the shift.

- B. Ammunition available for the shotgun will be quality factory ammunition from a major manufacturer 00 buckshot (8 pellets) law enforcement reduced recoil and polyshock provided by the rangemaster.
- C. Officers are totally responsible for safe handling, storage, and return of the weapon when it is issued to them. Officers that are issued a shotgun must qualify with the issued shotgun during the annual shotgun qualification.

VII. Firearms Restrictions

No department owned firearm will be subjected to any alteration without written permission of the department armorer, and written approval of the Chief of Police.

No trigger shoes will be allowed on any authorized firearm.

All authorized firearms will be maintained in a safe working condition.

Officers are responsible for the safe storage of all authorized firearms and ammunition while on or off duty. Officers are expected to secure their weapons in a safe condition at home to prevent unauthorized access.

Only authorized firearms and ammunition will be allowed in the performance of duty.

VIII. Firearms Maintenance and Inspection

- A. All department-owned firearms shall be inspected for safe and proper operation annually by the department armorer. Any weapon found in a condition contrary to the above shall be removed from duty and repaired immediately. A replacement weapon may be used in the event repairs may be delayed. A complete armorer's breakdown and inspection will be done as needed.
- B. All repairs and maintenance performed on department owned weapons will be done by the department armorer.
- C. Officers that have a problem or malfunction with a department issued weapon will notify their supervisor and contact the department armorer.

IX. Discharge of Firearm - Written Report Required

- A. An officer who discharges a firearm either accidentally or on purpose other than in training or recreational purpose must submit a Police Response to Aggression/Resistance Report to his immediate supervisor before the end of their watch. (See D for exception).
- B. The report should describe the circumstances surrounding the incident. Supervisor should forward a copy of all reports regarding the discharge of firearms to the firearms instructors for review.
- C. If it is determined that the officer was negligent in firing of the weapon, disciplinary action may be taken and the officer may be required to undergo remedial firearms training.

- D. If an officer discharges his firearm to destroy a sick or injured animal, he must complete an incident report detailing the circumstances of the incident.

This SOP supersedes any SOP previously issued.

BY ORDER OF THE CHIEF OF POLICE:

Stacey L. Cotton

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Chief of Police