



RUSSELLVILLE FIRE DEPARTMENT
POLICY MANUAL

Policy Number:
Section:
Original Date:
Revised Date:

PURPOSE

It is the purpose of this policy to provide officers with guidelines associated with the use, maintenance, and safety of agency-authorized firearms and demonstrate necessary proficiency related to them.

POLICY

It shall be the policy of this Department that officers will utilize only those firearms and ammunition issued or approved by the Department. All officers shall be instructed in and demonstrate an understanding of all policies and procedures covering firearms and related equipment, use of force and use of deadly force, prior to being issued any weapons.

Definitions

Authorized Firearm: Any make, model, or caliber of firearm that meets this department's designated requirements and specifications and formally approved by the Fire Chief, Chief of the Division or his designee, for general and individual use by officers. This includes primary and secondary service handguns, backup handguns, shotguns, and rifles used for law enforcement purposes.

The following is a list of authorized and/or department issued firearms:

- Glock 17 9 mm
- Glock 19 9 mm
- Glock 45 9mm
- Glock 43x 9mm

Primary Service Firearm: A firearm issued or approved by this department carried as part of the service uniform and related equipment for uniformed personnel, or the issued firearm to be carried by plainclothes officers.

Secondary Firearm: Any firearm authorized by this department carried, other than the primary service handgun that is carried concealed while on-duty.

Off Duty Firearms: Any authorized handgun that is either privately owned or issued and is carried while off duty.

Firearms Qualification: Periodic testing required of officers to determine their competency (e.g. skills, proficiency, safe operations) to carry authorized firearms.

Department: Russellville Fire Department

Division: Fire, Building and Safety Division

Officer(s): Those within the Fire, Building and Safety Division, authorized and certified to carry a firearm.

Approved

Fire Chief



RUSSELLVILLE FIRE DEPARTMENT
POLICY MANUAL

Policy Number:
Section:
Original Date:
Revised Date:

Procedures

Primary Service Firearm

- The primary service firearm shall be worn with the authorized on-duty uniform. This includes on-duty officers working in a plainclothes assignment.
- The primary service firearm shall be carried in an issued or authorized security holster while on-duty. Security holster retention level shall be a minimum Level 2 including active retention.

Secondary Firearm

- Officers may carry one (1) Department authorized secondary firearm in conjunction with and as a back-up to the officer's primary service firearm while on-duty.
- Secondary firearms shall be carried on the officer's person in a concealed manner, securely fastened in an accessible position, and in an authorized or issued holster.

Authorized Off-Duty Firearms

- Officers shall carry and utilize all firearms off-duty in accordance with established laws that pertain to the carrying and usage of a firearm.
- Officers must obtain authorization from the Chief of the Division or his designee to carry a non-department owned firearm, under color of police authority, when off-duty.
- Officers may, but are not required to, carry an authorized firearm while off duty. When in uniform or when operating a department owned vehicle, whether on or off duty officers are required to carry an authorized firearm. Officers who elect to carry their primary service handgun or other authorized handgun will be required to have in their possession the Department issued badge and official identification card.

While off-duty, officers will not wear a firearm in such a manner so as to attract attention or be in open view of the public.

All officers shall qualify annually on an Department approved qualification course with their approved off-duty firearm. All approvals shall be conditional upon annual re-qualification.

Any display or use of an off-duty firearm is governed by the same regulations that apply to on-duty officers.

Prior to carrying any non-issue firearm while off-duty, officers shall have such weapons approved through the Division.

The Division will maintain all records pertaining to the selection of, qualification with, and authorization to carry off-duty weapons.

Firearm Modifications/ Maintenance

Authorized firearms shall be maintained in a clean and safe operating condition and are subject to inspection by the Division.

Department issued duty weapons shall be inspected by a certified armorer, annually.

Defective, unsafe, lost, damaged, or unauthorized firearms shall be reported immediately to the Chief of the Division.

Approved

Fire Chief



RUSSELLVILLE FIRE DEPARTMENT
POLICY MANUAL

Policy Number:
Section:
Original Date:
Revised Date:

All departmentally approved and issued firearms will be inspected and recorded annually by the Division designee or certified armorer.

Ammunition for Department Issued Firearms

The Department will provide all ammunition for required training and on-duty use for all department issued service firearms. Only departmentally issued ammunition will be carried for duty. The following ammunition is approved for on-duty:

Federal Premium HST 124 Grain

Ammunition not approved by the department shall not be loaded into any firearm carried and used by the officer while on-duty. Armor piercing ammunition is strictly prohibited.

Officers are allowed to use their own approved ammunition for practice.

Firearm Qualifications

All officers shall be required to qualify with each authorized firearm on an annual basis.

All officers shall be graded on a CLEST certified course with a minimum passing score of 80%.

Officers shall be required to qualify with their primary service handgun and additional firearms (as appropriate) following a return to duty after a leave of absence when it reasonably appears necessary or if they have missed their qualification date.

All officers may be required to qualify using additional proficiency standards. These include, but are not limited to, proficiency testing at night and in reduced light situations, in combat simulation, and when using both weak and strong hands.

Except in the event of an equipment malfunction, only three (3) attempts at qualification per firearm will be permitted per shooting day.

Firearm instructors have the authority and responsibility to disqualify any officer for substandard firearms proficiency. This includes disqualification on the basis of unsafe handling or insufficient firearms familiarization.

Failure to Qualify

Officers who fail to qualify annually to CLEST standards with the primary service firearm or any firearm that is otherwise required for the officer's duty assignment shall be relieved of those firearms, reassigned to restricted duty, and be subject to the following requirements:

- The officer shall promptly arrange with the Training Division for a period of formal remedial firearms training. Such training does not preclude an officer from engaging in any additional informal practice or training sessions that the officer may deem necessary.
- The officer shall be given additional attempts to re-qualify within a reasonable period of time. A written report shall be forwarded to the Chief of the Division of any officer who fails to re-qualify within the reasonable amount of time. The report shall include recommendations for corrective actions.
- If the officer fails to qualify within a reasonable period of time, the firearms instructor shall notify the Chief of the Division with supporting documentation of actions taken to correct deficiency.

Approved

Fire Chief



RUSSELLVILLE FIRE DEPARTMENT
POLICY MANUAL

Policy Number:
Section:
Original Date:
Revised Date:

Other firearms: Any officer who fails to qualify with a firearm that is not required for the officer's duty assignment shall not be permitted to carry that firearm. The officer may remain on duty if qualified with the primary duty firearm.

Firearms Safety and Security

One of the primary responsibilities of every officer is firearm safety, including firearm storage and handling, both on and off duty.

At all times, officers shall adhere to standard firearms safety instructions provided by Departmental training processes.

All authorized firearms shall be carried in a safe and secure manner as described by the Department.

No officer shall be permitted to possess or carry a firearm at any time while the officer is under the influence of any intoxicating beverage or impairing medication.

Removal of firearms from their holster or other carrying device for other than authorized purposes such as tactical use, training, and qualification, inspection, or cleaning and maintenance - shall be prohibited. Any careless, flippant, or casual use or display of a firearm shall constitute a violation of this policy and grounds for discipline.

Training

Officers shall participate in a minimum of two (2) firearms training sessions per year, one of which must be an approved CLEST qualification course led by a CLEST certified instructor for all authorized firearms issued to the officer.

Only certified law enforcement instructors will be utilized to present training required in this policy.

The Division will document the officer's training and proficiency record to reflect attendance of in-service training classes and document the officer's proficiency in the use of departmentally authorized weapons.

Approved

A handwritten signature in black ink that reads "T. Kirk Stone".

Fire Chief