



FIREARMS AND ACCESSORIES

FC No.: 305

Date: 08-02-17

If a provision of a regulation, departmental directive, or rule conflicts with a provision of the contract, the contract prevails except where the contract provision conflicts with State law or the Police Collective Bargaining Law. (FOP Contract, Article 61)

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I. Policy

The policy of this department is to provide all officers with quality firearms and ammunition, along with professional training in their use, to ensure that proficiency is acquired and maintained.

II. Officer Responsibilities

- A. While on duty, officers will be armed with the department issued handgun which will be carried on their person whenever they leave a department facility. Plainclothes officers will conceal their weapons from view except when inside a police facility/area. All plainclothes officers must clearly wear their badge or credentials so they are easily identified while inside a police facility. Officers will carry their department issued and/or approved handgun magazine filled to capacity (i.e., a **17** round magazine will have **16** in the magazine and 1 in the chamber; a **15** round magazine will have **14** in the magazine and 1 in the chamber, etc). Each additional magazine will be filled to capacity.

B. Off Duty Responsibilities

When off duty, officers may carry the department issued handgun or any approved handgun that is listed in Section III., B.1, if the officer has met department training and qualification requirements for that weapon. Off-duty officers will conceal their handguns from view when in plainclothes except when inside a police facility/area. Off-duty officers carrying handguns in view when inside a police facility must clearly wear their badge or credentials so they are easily identified.

C. Maintenance

Officers will keep all authorized firearms clean, free of rust, lubricated, and in good working condition.

D. Clearing Barrels

While in a police facility, officers will use clearing barrels each time they load and unload their weapons.

E. Approved Handguns

- 1. Officers are allowed to qualify with up to two off duty/backup handguns from the specified list of authorized handguns (III.B.1).

2. While on-duty, an officer may carry, in addition to their issued handgun, only one back-up handgun for which they are qualified.
3. While off-duty, an officer may carry up to two handguns for which they are qualified.

III. Handguns, Rifles, Shotguns and Specialized Weapons

A. Authorized Users

Department issued weapons will only be used for law enforcement purposes and other related activities such as approved secondary employment, private range practice, and department approved firearms competition. Officers will not use their department issued weapons for hunting or any other activity without first having received written permission from the Chief of Police.

B. Criterion

Handguns will not be authorized for off-duty use, or as a back-up, unless the weapon meets the following criteria:

1. Make: and Models
 - a. Beretta 92D, 92D CENTURION, 92DCT.
 - b. Sig Sauer 226, 228, 225, 239, 229, SP2022 (all models double-action only version or DAK). The double action model has to be specifically requested.
 - c. Glock 34, 17, 19, 26, 35, 22, 23, 27, 21, 30, 36 and **43**.
 - d. Smith and Wesson 3953, 3954, 5943, 5944, 5946, 6944, 6946, M&P .40 & .45 and M&P .40 & .45 Compact.
 - e. Kahr K-9
 - f. Heckler & Koch P2000 LEM .40, P2000SK LEM .40, USP C LEM .40, USP C LEM .45.
2. Specifications
 - a. .45 ACP, .40 caliber, 9mm (parabellum) semi-automatic pistol.
 - b. Double-action only.
 - c. No external safety or decocking lever.
 - d. Minimum 8 lb. trigger pull.
 - e. Any subdued finish.
 - f. Three (3) magazines required for training and qualification purposes.
 - g. Extended magazines are not permitted. Magazines will be standard/factory issue and must be the ones specified for that particular weapon. This does not preclude using a larger capacity magazine of the same caliber (i.e., a Glock **17** or **19** magazine in a Glock **26**). While on duty, officers are authorized to carry spare magazines in addition to the one in their issued handgun. All spare magazines will be carried in a pouch designed to protect the open end of the magazine from damage, lint, etc.
 - h. Fixed, adjustable, or night sights are authorized as long as they do not interfere with holstering or drawing the weapon.

C. Off Duty/Back-up Weapon

Officers may carry their own department approved handgun (listed in Section III., B.1) as an off duty or back up gun provided the gun is inspected and approved by the department armorer, and the officer is currently qualified with it.

- D. All specialized weapons will only be utilized by officers who have received training and have qualified with those special weapons.
- E. The Health and Safety Committee will maintain a list of approved accessories. Officers should contact the Firearms Training Section Supervisor with questions about the accessory list or the equivalency of accessories.

F. Determining Equivalency of Firearm Accessories

1. Officers should seek guidance from the Firearms Training Section Supervisor regarding the equivalency of any firearm accessories prior to purchase.
2. If the Firearms Training Section Supervisor determines the item is equivalent to the approved accessories, the supervisor should provide written notification to the Health and Safety Committee and the officer.
3. Any disagreement as to the equivalency of a firearm accessory should be forwarded to the Health and Safety Committee for evaluation.

G. Modifications of Handguns

Officers are strictly prohibited from making modifications or adding accessories to any department authorized handgun except for those listed on the approved weapons accessory list.

H. Modifications of Shotguns/Rifles

Officers are strictly prohibited from making modifications or adding accessories to any department issued/authorized shotgun/rifle except for those listed on the approved weapons accessory list. Any officer who comes to the police range with any type of non-approved accessory to the shotgun/rifle will have the weapon confiscated by range personnel and immediate notification will be made to the Chief of Police.

I. Shotgun/Rifle Security

The following guidelines will apply to those officers who transport and handle shotguns and rifles:

1. Shotguns/rifles will be locked in the rack, whenever a shotgun/rifle is transported in a vehicle supplied with a rack. Otherwise, the shotgun/rifle will be stored in the trunk; except, it may be transported in the passenger compartment of the vehicle, during short term enforcement operations that involve potentially violent criminal activity.
2. While transporting the shotgun, the chamber will be empty with the safety in the "on" position.
 - a. The shotgun magazine will be loaded to capacity.
3. While transporting the rifle, the magazine will be loaded and inserted into the weapon. The bolt will be closed on an empty chamber. The safety will be on.
 - a. The rifle magazine will have two less rounds than its maximum capacity (i.e., a 30-round magazine will have 28 rounds in it, 18 rounds in a 20 round magazine).
4. Officers are encouraged to use a gun safe, lockable storage container or department issued trigger lock, in accordance with established training procedures, when storing the weapon at their residence or station locker.
5. Only those officers who have successfully completed the training and qualification courses are authorized to carry and use a rifle/shotgun. These officers are restricted to using those rifles/shotguns and ammunition approved for use by the department.

J. Shotgun/Rifle Slings

1. When carrying the shotgun/rifle, officers are discouraged from attempting to make an arrest or otherwise intentionally attempt to come in direct contact with a suspect. The officer deploying the rifle/shotgun should be the "cover" officer and not the "contact" officer.
2. The shotgun/rifle sling will not be used for carrying extra ammunition because of the potential for affecting the balance of the long-gun. No adjustments or additions of any kind will be made to the sling.

K. Repair of Department-Issued Weapons

No person, with the exception of a designated department armorer, will repair department-issued weapons. When an issued weapon is in need of repair, the officer must take it to the department armorer. If the weapon cannot be repaired immediately, it will be replaced by the Firearms Training Section. The department armorer will approve, but not repair an officer's personal weapon.

IV. Qualification

- A. Officers will qualify with the issued handgun and specialized weapons as required by the department and the Maryland Police Training Commission. Two additional personally owned and authorized handguns are permitted and must be qualified with, as required. The method used to determine "qualified" will be a course established by the Director of the Training Academy, and approved by the Maryland Police Training Commission. All such training will include the policies contained in Function Code 131, "Use of Force".
- B. When a replacement handgun is issued, the officer must qualify with the weapon within 30 days.
- C. The Firearms Training Section Supervisor will notify the officer's immediate supervisor upon failure to qualify. The immediate supervisor will schedule the officer for re-qualification. The officer will be given remedial training and must qualify within 30 days of the failure. Failure to do so will require the officer to turn in the firearm to Firearms Training Section staff, in accordance with MPTC regulations. The Director, Training and Education Division, will notify the officer's Bureau Chief.

V. Holsters

- A. Mandatory Use
 - 1. Uniformed officers will wear the department-issued holster or, depending upon the duty assignment, a department-issued "administrative holster," except for the following:
 - a. Uniformed officers entitled to use a department-issued administrative holster have the option of using a personally owned/purchased holster, black in color, which meets the criteria in section V.C.
 - 2. Any officer who carries a handgun while off-duty must use a holster. Unless using an issued "administrative holster" for off-duty use, officers must supply their own holster for off-duty or backup use.
- B. Plainclothes officers may wear either the department issued holster or a personally owned/purchased holster, brown or black in color, which meets the criteria in section V.C.. Tactical leg holsters that can accommodate a light for plainclothes units such as DIU, ROS, SAT, Gang Task Force, CATS, etc., are authorized in limited circumstances such as raids and pre-planned operations such as takedowns of wanted suspects, sweeps, etc.
- C. Requirements for Personally Owned/Purchased Holsters
 - 1. Holsters that are personally owned/purchased for uses in sections V.A., V.B., and V.E. of this directive must meet the following criteria:
 - a. Completely cover the trigger guard,
 - b. Be securely fastened to the employee,
 - c. Securely hold the firearm during physical exertion,
 - d. Remain open for quick one-handed re-holstering, and
 - e. Be specifically designed for the same make of the weapon it will be used for.
 - 2. Inside-the-pants holsters must facilitate one-handed re-holstering and must use a strap, hook, or J-hook device to prevent the holster from pulling out of the waistband when the gun is drawn.
 - 3. Officers wearing their personal, approved holsters on a routine basis while on-duty, must qualify with that holster.
 - 4. Final holster approval, as well as questions regarding the holster's acceptability, will be determined by the Firearms Training Section Supervisor.
- D. Ankle Holsters
 - 1. Officers will be authorized to use ankle holsters under the following circumstances:
 - a. For back-up/secondary handguns,
 - b. For primary handguns: while off duty, not in uniform, and while not operating a police vehicle.

2. Officers must qualify with the ankle holster before use.
3. Ankle holsters must meet the criteria for holsters in section V.C.
4. Exceptions to these restrictions may be made on a case by case basis, as determined by the unit supervisor, due to the nature of the assignment and while actually engaged in an undercover assignment.

E. A department approved fannypack-style pouch can be used to carry the department-issued handgun or a personally owned and approved handgun only while off-duty. All fannypack-style pouches must be originally designed to conceal a handgun and use Velcro or a zipper to secure the weapon.

VI. Ammunition

Officers will utilize only factory ammunition that is identical to the type issued by the department. The use of reloaded ammunition is strictly forbidden.

VII. Inspection of Firearms

- A. Each supervisor will conduct and document via Form MCP 604, "Handgun Monthly Inspection Form" and Form MCP 612, "Shotgun/Rifle Monthly Inspection Form", a monthly inspection of all weapons carried on-duty by their subordinates. The MCP 604 and MCP 612 will be kept in the supervisor's file at the officer's duty assignment location, or at another location as specified by the approved unit S.O.P. It is the supervisor's responsibility to ensure that any deficiencies in appearance or working condition are corrected.
- B. Officer's will inspect their firearm(s) prior to qualification. Any defect of a Department issued firearm will be repaired by the Department Armorer.

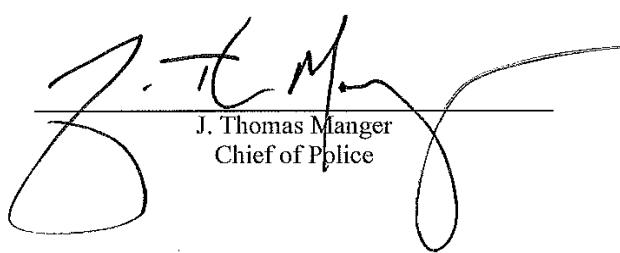
VIII. Exceptions

The nature of officers' assignments may require exceptions to this directive, particularly as it relates to covert operations. Any unit or officer requesting an exception be made to the policy will include the department's Firearms Training Section Supervisor in the chain of command when forwarding the request. The Chief of Police may grant exceptions to this policy when appropriate.

IX. CALEA Standards: 1.3.9, 1.3.10, 1.3.11, 1.3.12, 22.2.7, **53.1.1.**

X. Proponent Unit: Training and Education Division

XI. Cancellation: This directive cancels Function Code 305, effective **11-26-14**.



J. Thomas Manger
Chief of Police