

Bowie Police Department - General Orders



	TITLE: FIREARMS	NUMBER: 406
	EFFECTIVE DATE: 9/16/13	REVIEW DATE:
	<input type="checkbox"/> NEW <input checked="" type="checkbox"/> AMENDS <input checked="" type="checkbox"/> RESCINDS	DATE: 5/26/16
AUTHORITY Chief John K. Nesky	ACCREDITATIONS STANDARDS 1.3.9 1.3.10 1.3.11	TOTAL PAGES 17

I. PURPOSE

The Bowie Police Department in order to provide consistent and effective service to the citizens of Bowie shall establish guidelines for all officers required to carry a firearm.

II. POLICY

It is the policy of the City of Bowie Police Department to regulate the types of authorized weapons and ammunition officers are issued and permitted to carry and use, both on and off-duty. It is imperative that the Department's officers are properly trained and qualified in the use of all authorized weapons, and that proper inspections and maintenance is conducted to ensure that they meet minimum safety requirements. All authorized weapons will be inspected by a qualified weapons instructor or armorer prior to an officer being allowed to carry them.

III. SAFETY AND HANDLING OF FIREARMS

A. Basic Safety Rules: All sworn personnel of this Department will adhere to the following basic safety rules and "Condition Check Rule" at all times while handling any firearm.

1. Treat all firearms as though they are loaded.
2. Point the muzzle in a "safe direction." "Safe direction" is defined as an area where if an accidental or negligent discharge occurs, only minor property damage, and no human injury, will result.
3. Keep your finger outside the trigger guard until your sights are on the intended target and you intend to fire.
4. Be sure of your target and what is around and behind it.

5. "Condition Check Rule": Whenever you pick up a firearm that has been out of your direct control (even for an instant), open the action and check to make sure the firearm is unloaded.
6. Prior to each qualification, the firearms instructor will brief all officers on the firearms safety rules and "Condition Check Rule" prior to firing.
7. Officers will immediately inspect and unload all firearms that come into their possession unless a particular circumstance or investigative procedure prevents them from doing so. Officers not familiar with a particular weapon will immediately contact the on duty Shift Supervisor or a Department firearms instructor for assistance.

IV. CARE OF FIREARMS

- A. Cleaning and Care: Officers are responsible for the care and cleaning of Departmentally issued firearms, as well as personally owned firearms, authorized to be carried both on or off-duty. Weapons shall be clean and lubricated at all times, and cleaned as soon as practical following a qualification.
- B. Field Stripping: Disassembly of Department issued firearms for cleaning is limited to "field stripping" only. (Personnel trained and approved by the Operations Services Division to further disassemble firearms are exempt from this provision).
- C. Repairs: Firearms in need of repair shall be submitted, without undue delay, to the Range Master with a written memorandum describing the type of malfunction and, if known, the cause.
- D. Damage to weapons: Damage to Departmental firearms will be immediately reported to the on-duty Shift Supervisor. A written memorandum must be submitted and the firearm shall be taken out of service until checked by the Range Master. A replacement weapon will be issued by the Range Master.
- E. Monthly Inspections: Squad and Unit Supervisors will conduct monthly inspections of Departmentally issued weapons.

V. DEPARTMENTAL FIREARMS OUT-OF-STATE CARRY

In accordance with the Law Enforcement Officers Safety Act (LEOSA), active duty police officers may carry Departmentally approved firearms on their person outside of the State of Maryland. Officers are reminded they do not have police powers and possess no authority to act as a police officer while traveling armed outside of the State. Officers must abide by the laws of that state. It is the responsibility of the individual officer to seek qualified answers to foreseeable issues arising when they plan to travel to or through other states and choose to carry a concealed firearm. At all times when carrying firearms, officers will be in the physical possession of their Departmentally issued badge and identification card which identifies them as police officers. Officers are reminded they must still obey local restrictions or prohibitions against carrying concealed weapons on private, as well as state or local government property. Officers are further reminded they must obey federal, state and local laws and restrictions regarding the carrying of firearms in airports and on airplanes. All other Departmental rules and regulations regarding the safe handling and care of weapons, Departmental approval (weapons and ammunition), weapons maintenance and storage, and qualification/certification apply to officers who choose to carry

their weapons outside the State of Maryland. Officers who are under the influence of alcohol or any other intoxicating or hallucinatory drug or substance are prohibited from carrying any firearm whatsoever, both inside and out of the State of Maryland. Officers subject to any disciplinary action by this agency are prohibited from carrying firearms outside the State of Maryland. Under the provisions of LEOSA, officers are not authorized to carry any machine gun, firearms silencer or destructive device.

VI. DEPARTMENTAL FIREARMS AND AIRCRAFT

A. If the officer is traveling by air, the FAA Law Enforcement Officer Flying Armed Guidelines and the U.S. Department of Homeland Security Procedures guidelines shall be adhered which include the following:

1. The officer must have attended the required FAA Law Enforcement Officer Flying Armed training, conducted by an authorized instructor, prior to being authorized by the Chief of Police or his/her designee to board an aircraft with a Department issued firearm. A copy of the training certificate should be attached to the memorandum.
2. The officer must have the operational need to fly armed.
3. Once permission is granted by the Chief of Police, a National Law Enforcement Telecommunications System (NLETS) message must be submitted to Transportation Security Administration (TSA) via ORI VAFAM0199. Note: Effective July, 15, 2009, TSA no longer accepts the original Chief's letter of authority for the purpose of flying while armed.
4. An NLETS receipt, with Unique Alphanumeric Identifier, is transmitted from the Transportation Security Operations Center (TSOC) back to the Agency.
5. On the day of travel the officer checks-in with the airline ticket counter, identifies his/herself and confirms that they are in possession of a Unique Alphanumeric number received via NLETS. The officer receives the armed traveler paperwork provided by the airline and proceeds to the Armed Officer Screening Checkpoint.
6. At the Armed Officer Screening Checkpoint the officer provides the Unique Alphanumeric Identifier from the NLETS message and displays his/her badge, credentials, boarding pass, a second form of government identification, and required airline paperwork, commonly referred to as Person Carrying Firearms (PCFA) forms.
7. The officer will complete the officer Logbook and proceed to his/her boarding gate.
8. At the boarding gate the officer will provide the airlines armed traveler paperwork and inform the gate agent of his/her presence and status.
9. The officer then meets with the Pilot in Command, Federal Air Marshals, Federal Flight Deck Officers, and/or other Law Enforcement Officers onboard the flight as directed.

NOTE: If an Officer is traveling by air and does not want to be armed while on the airplane that member can place their firearm in a TSA approved case i.e Pelican and check the case with your luggage.

B. STORAGE OF FIREARMS WHILE ON LEAVE

Officers going on vacation or leave may, if they so desire, make arrangements with the Department Range Master to secure their Department issued weapons in the armory.

C. PREVENTIVE MAINTENANCE

A Department Range Instructor/Armorer will be responsible to conduct preventative maintenance of each Department issued firearms. Firearms not serviced shall be taken out of service until the preventative maintenance is conducted. A replacement firearm will be obtained from the Operations Services Supervisor.

VII. SAFETY INSPECTIONS

Prior to an officer carrying their assigned duty weapon, the weapon shall be safety inspected by a Range Instructor. The inspection shall be properly documented, establishing that the weapon has passed inspection. The documentation will be forwarded from the Range Master to the Operations Services Division. Unsafe weapons will not be issued until the weapon has been repaired or replaced.

VIII. TRAINING / QUALIFICATIONS

- A. At least annually all officers shall qualify with all issued or authorized personally owned weapons approved for on duty use. This includes departmental issued semi-automatic pistols, and shotguns. If an officer elects to carry an approved off duty personally owned semi-automatic pistol that meets department requirements he/she shall also pass all required firearms courses.

Note: Departmental and Personally owned Patrol Rifles require Bi-Annual Qualification.

B. TRAINING REQUIREMENTS

1. The Maryland Police Training Commission is responsible for establishing the minimum requirements for police officers to carry firearms. The department's firearms coordinator shall ensure that all firearms instruction conducted by the department meets if not exceed the minimum requirement(s) established by MPTC and has been approved by the Commission.
2. In the event of an accidental discharge, the involved officer shall be required to undergo re-training. The Chief of Police may assign an officer involved in an on or off-duty accidental discharge to administrative duties pending completion of training.
3. An officer will be allowed no more than three attempts to pass the MPTC approved qualification course on any given range day, unless authorized by the Senior Range Instructor. If more than three attempts are allowed by the Senior Range Instructor, the Senior Range Instructor must complete a written memorandum to the Operations Services Division Commander detailing why additional attempts to qualify was necessary.
 - i. Notification shall be made to that member's Division Commander
 - ii. When that member's Commander, is not present he/she shall be notified immediately by the senior firearms instructor. The Commander, shall then direct the senior firearms instructor to take custody of the following:

Duty weapon
Issued badge
MPTC certification card
Issued cruiser keys

4. An officer who fails to meet any MPTC approved qualification course after three attempts will be granted a ten (10) day grace period during which time he/she will be assigned to an administrative position pending qualification. An officer who fails to qualify after completion of remedial training will not be authorized to return to full duty. Failure to qualify may subject the officer to disciplinary action, up to and including, dismissal.

5. Each officer shall receive training and instruction on Use of Force before being authorized to carry the Department issued firearm.

C. Officers are not mandated to carry a handgun when off-duty. An officer who elects not to carry a handgun while off-duty shall not be subject to disciplinary action if an occasion should arise in which they could take action if they were armed. Exception: Off-duty officers, while operating a Department vehicle, shall carry a Departmentally approved weapon.

D. All range activities to include proficiency training shall be monitored and documented by a Department Range Instructor. There shall be no more than five officers on the range line per one instructor at any given time during all range firing.

E. Officers must carry their duty weapons in a holster (to include belly-band and fanny pack style holsters) while off-duty.

F. Eye and ear protection are required as mandatory range equipment for all firing drills and qualifications.

IX. REMEDIAL TRAINING

The Range Master shall meet with the other firearms instructors and formulate a remedial training program for the involved officer. This plan may include but is not limited to the follow:

- Classroom instruction
- Laser Shot simulator
- Personal instruction
- Skill drills designed to improve the shooters fundamentals
- Requalification attempt

This remedial instruction shall be at least eight hours and may if necessary be conducted over several days. If after remedial training the officer still cannot record a passing score then he/she shall remain in a non contact assignment until further remedial training can be conducted. The involved officer will receive a second eight hour block of remedial training prior to another attempt at qualification.

X. CONTINUED FAILURE TO QUALIFY

- A. If after two remedial sessions (16 hours) the officer is still not able to qualify he/she will remain in their non contact assignment.
- B. The senior firearms instructor and any instructor who provided the involved officer with remedial training shall meet with the Chief of Police to discuss the officer's failure. The firearms instructors shall provide the Chief with their assessment of the officer's deficiencies and if further remedial training will assist the officer in overcoming these deficiencies. The Chief of Police will make the final determination whether further remedial training will be provided or if other administrative actions up to and including termination will be taken.

XI. AUTHORIZED WEAPONS AND AMMUNITION

FIREARMS

A. After proper authorization and demonstrated proficiency, officers will be issued a firearm by the Department. Officers will be responsible for the care and safety of the firearm. This responsibility extends to the officers' homes and they should be keenly aware of the very real danger of keeping a firearm in their residence. Maryland Law states, an individual may not store or leave a loaded firearm in any location where the individual knew or should have known that an unsupervised minor would gain access to the firearm. To assist officers in keeping their weapon safe, the Department will provide a lock box to all officers for their duty weapon. When not under the immediate control of the officer, all Departmentally issued firearms will be secured in a manner that ensures they are not accessible to any person that is not a sworn member of the Department. Long guns may be stored in the officer's locked locker at the station. The use of the lock box is an acceptable manner to secure the service weapon. The use of the trigger lock or gun safe is also encouraged. The Department also encourages officers to take similar precautions with other firearms in the home.

B. The issued sidearm for all Officers the rank of Sergeant and below shall be the .40 caliber Glock 22. Command Officers and Detectives may upon the approval of the Chief of Police carry an alternate duty weapon. The alternate duty weapon shall be either the .40 caliber Glock model 23 or model 27.

C. The Chief of Police or his/her designee may authorize an Officer to carry an alternate duty weapon while assigned to a specialized duty assignment. Prior to any Officer being authorized to carry an alternate duty weapon that Officer must first qualify with the alternate weapon. Officers are prohibited from making any modifications to their issued firearm. Only authorized departmental armorers are permitted to work on departmental firearms. Only factory manufactured ammunition is permitted for use with departmentally owned firearms. The use of reloaded ammunition is prohibited. Officers may not use any ammunition with explosive heads designed to explode on impact or with liquid filled cavities.

D. Officers may purchase the following equipment for their issued departmental firearm:

- i. Slip on rubber grips
- ii. Talon grips (rubber or granulated)

1. Prior to use, the officer will have both the grip and weapon inspected to ensure it does not interfere with the normal operation of the weapon.

2. Officers who may want a weapon mounted light shall make a request through their chain of command to the Operations Services Division. Prior to the use on duty of a weapon mounted light system the Officer will fire a departmental approved weapon mounted light course of fire.

E. Authorized Off Duty Weapons:

1. Off duty firearms must be:

- i. Semiautomatic
- ii. 9mm or .40 caliber
- iii. Have a minimum magazine capacity of seven rounds
- iv. Have a double-action firing mechanism
- v. If capable of firing in single action, have an external de-cocking mechanism
- vi. Any firearm permitted to be carried on duty

2. Any firearm to be carried off duty shall be approved by the Chief of Police or his/her designee.

3. Officers shall qualify annually at day and night fire with their authorized off duty weapon. The make, model, and serial number shall be recorded and maintained by the Department.

4. Purchase of ammunition for 9mm firearms, for both range qualifications and off duty carry, will be the responsibility of the Officer. 9mm ammunition shall be factory manufactured, jacketed hollow point. The use of reloaded ammunition is prohibited.

5. Members who elect to carry a .40 caliber off duty shall use the approved duty ammunition.

6. If an authorized off duty firearm becomes unavailable, or the Officer fails to qualify with the weapon, they must carry their issued firearm pending availability or qualification of another authorized off duty weapon.

7. If an officer fails to qualify with their personally owned off duty weapon then they shall not be authorized to carry that weapon until they successively pass qualification with that weapon.

8. If an officer fails to qualify with a departmentally issued or personally owned patrol rifle or shotgun then they shall be removed from the program until they qualify.

9. The Departmental Range Master/Armorer shall be responsible for maintaining a database of all approved lethal weapons authorized for each officer to carry.

XI. CONDITION OF WEAPONS

A. The Departmentally issued weapon shall be in the following condition when on-duty, in uniform or when carried as authorized:

1. Loaded with Department issued service ammunition;
2. A round shall be chambered;
3. Cleaned and properly maintained.

B. Any unserviceable issued firearm shall be turned in to the Range Master/Armorer, who shall document on the appropriate form make immediate arrangements for replacement of the firearm.

XIII. METHOD OF CARRYING WEAPONS

A. The on-duty weapons shall be in the issued holster appropriate with assignment and on the side hip.

B. While off-duty, officers' weapons shall be:

1. Their Departmentally issued or off-duty weapon.
2. Concealed from public view, except when the officer is in uniform or is at a crime scene where his/her police identification is visible and he/she is readily identifiable as a police officer.
3. Worn when operating a police vehicle; either the Departmentally issued or off duty weapon.

C. All firearms that are transferred or re-issued will be inspected and documented by the Departmental Range Master/Armorer prior to being issued or carried.

D. Defective weapons will be placed out of service by the Range Master/Armorer and will be properly marked and stored.

XIV. AUTHORIZED SHOULDER FIRE WEAPONS

SHOTGUNS

A. Only trained officers, as certified by the Range Master/Armorer, who have demonstrated proficiency are authorized to carry and use Departmental or personally owned and Departmentally approved shotguns. The Chief of Police or his/her designee shall, by memorandum, notify sworn personnel of shotguns allowed to be carried on-duty.

B. The only shotgun authorized for use is the departmentally owned Remington 870 PMAX 12 gauge shotguns or a personally owned Remington 870 12 gauge shotgun that meets the following conditions:

- i. Must be a Remington 870 pump action shotgun
- ii. Must be 12 gauge
- iii. May not have a folding stock
- iv. Personally owned shotguns must be inspected by a shotgun armorer and approved prior to initial use

C. CARRYING ON DUTY

While on duty departmental shotguns shall be carried in the trunk. If the vehicle is equipped with a trunk mount then the shotgun will be locked in the trunk mount. For vehicles that are not equipped with trunk mounts the shotgun shall be carried in a departmentally issued carrying case. All shotguns shall be carried in a Car Safe Condition. A car safe condition is with the chamber empty, dry-fired with safety on, and the magazine fully loaded. When carrying an issued shotgun in their vehicle, officers shall not leave the vehicle unlocked or unattended with the keys in the ignition. Departmental shotguns shall not be left in the trunk after completion of a tour of duty. Permanent storage of any departmental issued weapon in vehicles is prohibited. When stored at the station the weapon will be unloaded with the safety on and the action open. All departmental shotguns shall be returned to the station and stored in their designated storage location at the completion of the officer's tour of duty. All departmental shotguns shall be issued or carried with 5 rounds of 00 buck shot.

D. AUTHORIZED PERSONNEL

- Only those officers who have successfully completed the department's shotgun qualification course may carry a departmental shotgun.
- Members eligible for the shotgun qualification course must have a passing score of 75% recorded for qualifying with their departmental duty weapon.
- The Chief of Police or his/her designee may assign a departmental shotgun to an officer who is currently qualified to carry a departmental shotgun.
- The Department's firearms unit shall ensure that a list of all officers who are qualified to care a departmental or personal shotgun is distributed annually to all supervisors.

E. DEPLOYMENT

The departmental shotgun shall only be deployed in extraordinary circumstances. Officers shall not deploy or carry a shotgun on routine calls for service or routine traffic stops.

Situations in which the deployment of a shotgun may be appropriate include, but are not limited to:

- i. When a suspect is armed with a high-powered weapon or wearing body armor.
- ii. An active-shooter incident
- iii. Barricades and hostage incidents
- iv. Armed robbery in progress calls
- v. High Risk Traffic Stops (Felony Stops)

Officers may also, use a departmental shotgun to humanely destroy injured or dangerous animals.

F. PROHIBITED USE

Officers are prohibited from using departmental shotguns outside the city limits for the purpose of destroying injured or dangerous animals.

G. SIGNING OUT

Officers may sign out a departmental shotgun at the beginning of their tour of duty. A supervisor shall ensure that each Officer signing out a departmental shotgun is currently qualified to carry the weapon. The supervisor shall ensure that the weapon is logged out of the log book. At the completion of the Officer's tour of duty the Officer shall notify a supervisor and the weapon shall be logged back into the log. The supervisor shall ensure that the shotgun is empty with the action open and safety on prior to returning the weapon to the storage locker. The supervisor shall also ensure that all 5 rounds of .00 buck are returned with the shotgun.

H. MODIFICATIONS AND ACCESSORIES

Officers are prohibited from making any modifications to departmental shotguns. Only certified departmental armorers may make any modification or repair to departmental shotguns. If an officer has any modifications or accessories added to or removed from a personally owned shotgun he/she shall submit the weapon to a department authorized armorer for inspection prior to use.

I. DEFECTIVE DEPARTMENTAL SHOTGUNS

Officers discovering a defective departmental shotgun shall notify a supervisor, conspicuously tag the weapon, and place it in a safe location. Supervisors shall ensure that the weapon is safely stored and notify their commander by memo.

Officers discovering a defective personal shotgun shall notify their supervisor. The weapon shall not be carried for use until the officers has had the repairs made and submitted the weapon to a departmental armorer for inspection. The department will not pay for repairs to personal shotguns that did not result from documented official police actions.

Commanders shall arrange for the weapon to be inspected by a departmental armorer. If the weapon cannot be rendered safe the commander shall notify an armorer who shall respond to the scene and take custody of the weapon.

J. INSPECTIONS

At least bi-annually an authorized departmental armorer shall conduct an inspection of all departmental shotguns.

PATROL RIFLES

- A. Each officer must maintain his/her issued or personally owned and approved patrol rifle in a clean and serviceable condition.
- B. Officers shall not modify or alter a Departmentally-owned or personally-owned patrol rifle.
- C. Should an officer's issued patrol rifle need repair, he/she shall submit written notification to his/her supervisor. The supervisor will arrange for the prompt repair of departmentally-owned rifles by an approved armorer/gunsmith. If the rifle will be out of service for an extended period, a spare departmental rifle may be issued after it has been zeroed for the officer.

Officers whose personally owned patrol rifle is in need of repair shall have the rifle repaired at their own expense and will be taken out of service. Personally owned rifles must be inspected by a Department approved armorer prior to being returned to service after repair.

- D. Carrying issued or personally owned approved Patrol Rifles
 - 1. Officers are not authorized to carry any firearm until such time as they have received copies of and been instructed in the Department's use of force policies and guidelines as described in Department General Order Use of Force 3/901.
 - 2. Officers shall have ready access to their departmentally-issued patrol rifle, ammunition and issued or approved accessories while on duty. Refer to Section III. D. 12, below, for accessories criteria.
 - 3. The issued and/or personally owned authorized patrol rifle for all officers shall be an AR-15 type Semi-Automatic Carbine, .223 caliber / 5.56 NATO, with a 10.5" - 16" barrel (must be ATF complaint if personally owned). Rifles in .223 /5.56 NATO must have a barrel twist rate of 1/7 or 1/9. A barrel twist rate of 1/12 is not permitted or authorized. All authorized rifles must be equipped with an iron sight system, sling, and a dedicated high quality white light (Surefire, Pentagon, Night-Ops, etc
 - 4. The carrying of patrol rifles while *on-duty*, outside the State of Maryland, is governed by the laws of the individual jurisdiction and officers shall comply with those laws.
 - 5. In the event that an officer is suspended from the Department or the officer's authorization to carry a Department firearm is temporarily or permanently suspended

or revoked, the officer's authorization to carry a patrol rifle is automatically and concurrently rescinded. All Departmentally-owned weapons or ammunition will be confiscated.

6. All patrol rifles must be inspected by an approved armorer before being approved for use. The armorer shall forward a written recommendation for approval/disapproval to the Chief of Police or designee for his/her consideration.
7. Only one patrol rifle per officer shall be approved for carry.
8. All officers shall have approved patrol rifles inspected annually by a certified armorer/gunsmith and submit documentation to the Department firearms coordinator that the patrol rifle is in proper and safe working condition. Failure to submit appropriate documentation by December 31st of each calendar year shall result in automatic suspension of the officer's authority to carry the patrol rifle.
 - a. On January 1st of each year the firearms coordinator shall supply the Chief of Police or designee with a list of all officers who have not had their patrol rifle inspected and/or who have not submitted the required documentation.
 - b. Upon receipt of this list, the Chief of Police or designee shall notify the affected officers that their privilege to carry the patrol rifle is suspended until they comply with the provisions of Section III. D. 8.
9. Officers shall exercise the utmost care and caution when handling firearms. Careless or irresponsible handling and/or use of a firearm will subject an officer to disciplinary action.
10. Weapons shall never be left unattended or in an unsecured place where they are accessible to other persons.
11. All departmental patrol rifles will be stored in a fire resistant or heavy gauge metal safe while being stored at the assigned officers' residence. The assigned officer will provide the department the specification on their safe and/or a photo of the safe for approval. The officer will not be compensated for any cost incurred in acquiring a safe. Officers who do not have an approved safe will be required to store any departmental rifle at the station when not on duty.
12. The following modifications and or accessories are authorized for patrol rifles; front night sight post, flip up iron sights, vertical grip, CQB style optics (EOTech, Aimpoint, Trijicon ACOG, Trijicon Tripower, Trijicon Reflex, Bushnell), picatinny rail fore ends, additional magazines with a capacity of not more than 30 rounds, and a Mag Coupler. Magnification cannot be above 4 Power.

E. Deployment

1. An officer who carries a patrol rifle during his/her tour of duty must, at all times, be cognizant of the extreme power of this firearm. An officer who discharges a patrol rifle in a public place must first and foremost consider the safety of innocent bystanders. An officer may not discharge a patrol rifle in a public place when the danger to innocent bystanders outweighs the threat that prompts the officer to shoot.
2. If an officer is justified in discharging a firearm, and is in compliance with the provisions of Department General Orders, his/her use of a patrol rifle rather than his/her issued or approved handgun shall not be considered a violation of this General Order.
3. An officer who has been certified with the patrol rifle may be issued a Department patrol rifle if available. Certified officers who wish to carry a personally-owned rifle which meets the criteria set forth in this General Order may do so at the discretion of the Chief of Police.
 - i. At no time will an officer who has not qualified with a Departmental patrol rifle be issued or otherwise carry a patrol rifle.
 - ii. The Chief of Police shall supply all supervisors with a list of those officers qualified to carry a patrol rifle by January 31st of each year.
 - iii. It is the responsibility of supervisors to insure that patrol rifles are issued properly and that the appropriate forms are completed. (BPD Form #52 Patrol Rifle Inspection Form)
4. Patrol rifles, when not assigned, shall be kept in the Department's firearms safe.
 - i. The firearms safe shall remain locked except while issuing or returning firearms from use. The supervisor issuing or receiving firearms from his/her personnel is responsible for securing the firearms safe.
 - ii. Officers without take home cars are responsible for transporting their personal or departmentally-issued patrol rifle in a safe manner. The rifle will be transported in a case and out of site from the public until the officer arrives at home and it be stored in a safe.
5. Officers who do not have a safe at home and have been issued a departmental rifle will obtain issued ammunition from the gun locker at the beginning of their tour of duty. All issued patrol rifle ammunition shall be returned to the gun locker at the end of the tour. At no time will an officer return a loaded patrol rifle to the firearms safe. A patrol rifle will also be considered loaded if a magazine remains in the magazine well.
6. Officers shall not load or unload any patrol rifle within the confines of any City facility. Patrol rifles shall be loaded and unloaded with the muzzle pointed into a sand filled 55-gallon drum at the rear of the police station.

7. All magazines will be loaded to capacity minus 2 (i.e. 20 round magazine will have 18 rounds and 30 round magazine will have 28 rounds).
8. A patrol rifle, while in a Department police vehicle equipped with a locking mount, shall:
 1. Be secured in the locking mount.
 2. Have the safety on.
 3. Have the rifle bolt forward on an empty chamber.
 4. Have a loaded magazine locked in place.
 5. Have the dust cover closed.
9. A patrol rifle, while in a Department police vehicle that does not have a locking mount, shall:
 1. Be secured in a gun case (hard or soft) in the trunk.
 2. Have the safety on.
 3. Have the rifle bolt forward on an empty chamber.
 4. Have a loaded magazine locked in place.
 5. Have the dust cover closed.
 6. Rifles shall not be stored in the vehicle overnight.
10. While a patrol rifle is being carried in a cruiser, an officer shall not leave the vehicle unlocked or unattended while it is being operated or with the keys in the vehicle.
11. Because of the extreme destructive power of a patrol rifle, safe handling and use of the rifle must be a constant consideration for the officer carrying one. Officers must consider the following criteria before removing the patrol rifle from his/her police vehicle when arriving at the scene of a call:
 1. Nature and location of the call.
 2. The possibility of a subject presenting an armed threat to the officer.
 3. Safety of innocent bystanders.
 4. Previous problems in the same area or with same type of call.
12. The following situations are some examples of authorized patrol rifle deployment:
 1. The subject is known to possess or is suspected of possessing a deadly weapon or firearm, or;
 2. The distance to the threat is beyond the effective range of Departmental pistols/shotguns, or;
 1. The subject is known to wear or is suspected of wearing body armor, or;
 2. An active-shooter incident, or;
 5. Barricade and hostage incidents.

M. An officer shall not carry a patrol rifle when:

1. Conducting routine building checks (Signal 18);
 2. Engaged in the foot pursuit of a subject;
 3. Making a non-felony traffic stop;
 4. Engaged in bicycle or Segway patrol; or
 5. Engaged in routine foot patrol.
13. When an officer deploys a patrol rifle, he/she shall, as soon as practical, notify the on duty supervisor and advise Communications of the following:
1. The safest route for responding officers to approach the scene.
 2. The location of the officer with the patrol rifle and the location of the suspect.
 3. Any crossfire considerations.
14. Any officer who fires a Departmentally-issued patrol rifle at the range shall thoroughly clean the rifle after firing.
15. Whenever a patrol rifle is stored at an officer's residence, the weapon shall be secured and inaccessible. No loaded weapon shall be stored or left in any location where it may reasonably be expected that children and/or untrained and unauthorized adults could gain access to it.

F. Ammunition

1. Only departmentally-issued ammunition shall be carried on duty.
2. Only 20 or 30 round magazines are permitted. 20 round magazines are to be loaded with 18 rounds of ammunition, and 30 round magazines are to be loaded with 28 rounds of ammunition.
3. Reloaded and/or remanufactured ammunition shall not be used in any Departmentally-issued patrol rifle.

G. Inspection

1. All supervisors shall conduct monthly inspections of issued and/or personally owned authorized Patrol Rifles. Supervisors will ensure that the firearms coordinator conducts quarterly inspections of issued/authorized patrol rifles. The firearms coordinator shall complete a Firearms Inspection Form for each weapon inspected and forward the completed form(s) to the training coordinator.
 - a. Only the following persons are authorized to conduct patrol rifle inspections: an approved Colt armorer or other department authorized armorer, certified range officer or supervisors holding the rank of sergeant or above.

2. All routine patrol rifle inspections shall be made in the following manner:
 - a. The supervisor conducting the inspection should notify the affected officer at least one working day in advance, of the time and location of the inspection. The actual inspection process may be delegated to a person listed in section VI. A. 1.
 - b. At the time of the inspection, the officer shall unload and remove the magazine, and lock the bolt open of all weapons to be inspected outside of the building in the area provided and utilizing the sand barrel. No further field stripping is necessary. After the inspection, the officer shall reassemble and reload the weapon outside of the building in the area provided.
 - c. Officers shall only enter the building or inspection area with the weapon's magazine removed from the receiver, bolt locked to rear and the chamber and magazine well empty.
3. The person who conducts the inspection shall complete a Firearms Inspection Form for each inspection and forward it to the training coordinator.
4. Firearms instructors/armorers shall inspect all weapons prior to firing on the range. These inspections shall focus on the general condition and proper functioning of each weapon.
5. The firearms coordinator is responsible for ensuring that all Departmentally-owned weapons are inspected annually by an approved armorer or gunsmith. All annual patrol rifle inspections shall be documented on a Firearms Inspection Form. All other weapon inspections shall be documented in a manner approved by the armorer. The armorer shall maintain a file of all annual inspections. This file shall be maintained for the service life of the weapon.
6. If any Department owned weapon is found to be malfunctioning, damaged or otherwise unserviceable, that weapon shall be removed from service immediately and a replacement issued (if available).

H. Damage to Department Firearms

1. All officers shall follow the procedures specified in General Order 904.00 as they apply to weapons.
2. Any officer who damages an issued firearm through abuse, carelessness or misuse, or who fails to properly maintain an issued firearm shall be reported by his/her supervisor, in writing, to the Chief of Police through the officer's chain of command.
3. Officers shall be required to replace, at their own expense, any Department firearm lost, stolen or damaged through the officer's negligence.

I. Patrol Rifle Officer Selection

1. The following criteria are *minimum* qualifications for authorization to carry a patrol rifle:
 - a. Full time sworn-member (non-probationary), with a minimum of one year of patrol duty experience, and completion of the Department's Field Training Program, unless specifically exempted from this requirement by the Chief of Police.
 - b. Exhibit the ability to work independently and with minimal supervision.
 - c. Exhibit the ability to maintain a calm, professional demeanor during stressful situations.
 - d. Exhibit the ability to communicate professionally with the public.
 - e. Exhibit the ability to render effective testimony in court.
 - f. Exhibit proficiency in report writing.
 - g. Successfully complete annual handgun (MPCTC) qualification.
 - h. Successfully complete a Maryland Police Training Commission approved patrol rifle training course.

XV. CANCELLATIONS

General Order 5-70 Shotgun
General Order 5-73 Patrol Rifle Program