

CAMBRIDGE POLICE DEPARTMENT

Title: *FIREARMS, IMPACT WEAPONS,
TASER, AND O/C SPRAY REGULATIONS*

Procedure: *4.024*

Date Issued:

Revised: August 25, 2014

PURPOSE:

To set forth guidelines and regulations for the type of weapons and ammunition authorized by the Department, and to ensure proper training and qualification procedures for all personnel.

To outline general guidelines for the carrying and use of firearms by police personnel.

The use of a firearm is probably the most serious act in which a police officer will engage. It is imperative that the officer act within the boundaries of legal guidelines, ethics, good judgment, and accepted practices; but also be prepared by training and direction to act within the scope of this procedure whenever using a firearm in the line of duty.

PROCEDURE:

GENERAL FIREARMS:

1. Sworn personnel of the department who are authorized by law to carry firearms shall exercise the utmost care and caution in the use of firearms.

2. Sworn personnel may carry their approved firearm within the provisions of State law. When carrying the firearm off duty and out of uniform it must be concealed.

3. It shall be prohibited for any member to appear in public in an intoxicated condition while carrying a firearm. No member shall carry a firearm under the influence of any intoxicant.

4. Carrying a firearm while on suspension or during a leave of absence, where the officers' official commission is suspended, is prohibited.

5. All handguns, whether carried on or off duty, must be legally registered by Federal and State mandate and recorded through the Department.

6. The carrying of a second exposed handgun while on duty is prohibited.

7. Only firearms and ammunition authorized by the Department shall be used in the performance of duty.

8. Officers will not point their firearm at a person unless circumstances create a strong reasonable cause to believe that it may be necessary to lawfully use the weapon in conformance with other sections of this procedure.

9. Officers will secure and store their weapons, both on and off duty, in such a manner as to deter unauthorized persons from gaining control over the weapon.

10. Officers will immediately report any loss or theft, of a departmental issued or secondary duty weapon, to the Department.

Handguns

1. All sworn officers of the department will be issued a Glock 40 caliber handgun to carry while on duty. They will only carry the firearm issued by the department while performing official duties and assignments as a Cambridge Police Officer.

2. Officers will carry the weapon with a round chambered while on-duty.

3. Certified Officers, **not on suspension or a leave of absence, where the officer's official commission is suspended**, will be permitted to carry, **off-duty**, a Glock 40 or .380 caliber handgun approved by department administration. Officers requesting to carry a Glock 40 or .380 caliber handgun, not issued by the Cambridge Police Department, will do so by official letter to the Chief of Police to include the passing firearms scores signed by an authorized Cambridge Police Department Firearms Instructor.

FIREARMS QUALIFICATIONS

1. All sworn personnel shall pass a qualification course with their duty weapon(s) as required by the Maryland Police Training Commission and Department regulations. An officer must pass a weapons qualification course with any authorized duty weapon before carrying it on duty.
2. All sworn personnel shall pass a qualification course with the department shotgun annually.
3. All sworn personnel will pass a qualification course with their off-duty weapon. Off-duty weapon qualification will be completed annually. Officers will pass the department's designated firearms course/s before being authorized to continue to carry off-duty.
4. All sworn personnel are required to complete range training as specified by Departmental policy.
5. All Department personnel authorized to use special weapons shall shoot for proficiency as set forth by the Maryland Police Training Commission.
6. All courses for qualification and proficiency shall be approved by the Maryland Police Training Commission.
7. Firearms qualification includes achieving minimum scores on prescribed

courses of fire, attaining and demonstrating a knowledge of the laws concerning the use of firearms, and being familiar with, and exercise safe handling procedures for the use of firearms. Officers must demonstrate the ability to break the weapon down for cleaning purposes, and reassembling it, restoring it to firing condition.

8. Members that are unable to shoot a qualifying score will be required to attend additional range training with a Range Officer until the qualification scores are achieved.

9. The list of authorized duty weapons will be reviewed annually by the Range Officers. Newer model weapons may be added as technology or threat levels change.

AMMUNITION

1. Duty ammunition will be provided by the Department.
2. Only Department issued or authorized ammunition may be carried on or off duty.
3. The standard ammunition for Department shotguns will be issued by the Department.
4. No other type of ammunition will be authorized without specific prior approval from the Chief of Police.

SPECIAL WEAPONS

1. Only those officers who have shown a proficiency in the use of special department weapons and meet specific standards set forth by the Maryland Police and Correctional Training Commission, for those weapons, will be authorized for their use. The Chief of Police will ultimately determine which officers are authorized to use special weapons.
2. The Administrative Lieutenant will furnish to the Chief of Police, annually, a list of department personnel authorized to use Department special weapons.
3. Officers utilizing special weapons for patrol purposes will be selected

based on seniority, demonstration of firearms proficiency, current standings within the agency and manpower needs.

4. Special weapons will be stored in the departmental arsenal when not on duty. Special weapons will be stored; unloaded with the bolt home and, if attached, the dust cover closed. While on patrol, special weapons will be stored in an issued storage case and secured in the trunk of the vehicle, that the assigned officer is utilizing. All special weapons will be logged **Out** and **In** the arsenal utilizing the **Special Weapon** log book.
5. Special weapons are intended to be deployed in situations where the issued handgun does not provide the necessary firepower and / or accuracy to confront the anticipated threat or its tactical superiority.
6. The Emergency Response Team Commander will ultimately be responsible for the special weapons cleanliness and maintenance. He/She will inspect all special weapons on a monthly basis.

INSPECTIONS

1. Firearms carried on or off-duty shall be maintained in a clean and serviceable condition.
2. All sworn officers shall submit their duty firearm for inspection by a Range Officer at firearms qualifications. Any firearm that does not pass inspection will be immediately removed from service. Upon qualifying the officer will be temporarily issued another firearm until his firearm is serviceable or repaired, and inspected.
3. Any unsafe or unauthorized equipment shall be reported to the Officer's supervisor in writing, by a Range Officer.
4. Supervisors shall have frequent unannounced inspections to ensure that

personnel are carrying only authorized weapons and ammunition and that all equipment is clean.

5. The senior Range Officer shall maintain, and update annually, a Weapons Authorization Log describing every weapon an officer is authorized to carry while on or off duty. This will include Department owned specialty weapons. Information to be included:
 - Manufacturer of Weapon
 - Model of Weapon
 - Barrel length
 - Caliber
 - Serial number
 - Class of weapon
 - Date and score of last qualification

RANGE PROCEDURES

1. All organized Department shoots will be scheduled and supervised by a Department Range Officer.
2. The Range Officer will be in charge of all personnel while participating in any shooting program on the range, regardless of rank or position.
3. Uniform members will use their service weapon, holster and ammunition carrier when firing on the range course.
4. Detectives and Administrative personnel shall use the weapon and holster they wear while on duty on a routine basis.
5. Officers qualifying with their off duty weapon will do so utilizing the holster they will carry while off duty.
6. Members will be required to wear ear protection, eye protection, brimmed hat and soft body armor at all times.
7. Upon entry to the range facility weapons will be unloaded utilizing the provided bullet trap. Weapons will be loaded only on the firing line and only upon command of the Range Officer.

8. All weapons and ammunition malfunctions or suspected malfunctions shall immediately be brought to the attention of the Range Officer.

9. Any member sustaining an injury while on the range will immediately report it to the Range Officer. A written report will be made by the Range Officer to the Chief of Police through the chain of command.

10. Any incidents on the range involving weapons, misconduct, or violations of department rules will be reported in writing by the Range Officer. The Range Officer has the authority to order members off the range in cases of serious misconduct.

11. All members are on duty while at the range and all rules and regulations apply.

12. No civilians are to be on the range firing line without permission from the Range Officer.

13. All officers shall adhere to all range rules and regulations.

14. The range officer shall complete a range qualification report after every training session and submit it to the Administrative Lieutenant.

MISCELLANEOUS

1. All on duty officers will carry their duty handgun in a holster. Uniformed officers must use a holster as specified in Department uniform guidelines.

2. No officer will internally or externally modify any mechanical operating component of their weapon.

AUTHORIZED LESS-THAN-LETHAL WEAPONS

1. All sworn officers of the Department will carry the Department issued O/C Spray. O/C Spray will be carried on the person whenever an officer is out of his police vehicle. O/C Spray and an impact weapon will both be carried.

2. Officers will carry Oc Spray issued by the Department, only.

3. Officers will carry the Department issued Manadnock Expandable Baton, only.

CARE OF LESS-THAN-LETHAL WEAPONS

1. Officers who carry O/C Spray should routinely inspect the canister and nozzle for signs of erosion, leakage, dirt in the nozzle, fullness and/or other signs of damage.

2. O/C Spray should not be stored in direct sunlight or in areas where the temperature can exceed 120 degrees Fahrenheit, such as in the trunk or passenger compartment of a vehicle.

TRAINING

1. All sworn officers will be trained prior to carrying a less-than-lethal weapon.

2. Training will consist of classroom training and hands-on practical application of the less-than-lethal weapon.

3. Officers will be retrained in the use of less-than-lethal weapons annually.

4. Only those officers demonstrating proficiency in the use of agency authorized weapons will be allowed to carry such weapons.

5. Training will be conducted by certified weapons instructors.

6. As part of the annual in-service training, the use of force procedure will be reviewed.