

DURHAM POLICE DEPARTMENT

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Policy #: 1.3.10.1

SUBJECT: Use of Force, Firearms Range

NOTE: This written directive is for the internal governance of the Durham Police Department, and as provided by RSA 516:36, is not intended and should not be interpreted to establish a higher standard of care in any civil or criminal action than would otherwise be applicable under existing law.

I. PURPOSE

The purpose of this General Order is to establish a policy that governs the safe use and handling of firearms, firearms training and the use of the Durham Police Department firing range.

II. POLICY

It is the policy of the Durham Police Department to properly equip its officers to insure uniform, safe, and efficient operations and enforcement. In compliance with this general order and to provide maximum efficiency and safety of all persons concerned, the following procedures shall be adhered to with regard to firearms.

III. SAFE HANDLING OF FIREARMS

Except for general maintenance, storage, or authorized training, officers shall not draw or exhibit their firearms unless circumstances create strong reasonable cause to believe that it may be necessary to lawfully use the weapon in conformance with other sections of this policy.

IV. FIRING RANGE

The following procedure will be followed to insure safety and uniformity with respect to the use of the firing range as a training area for members of the Durham Police Department.

A. PROCEDURE

1. There will be no one allowed on the firing range except for sworn personnel of the Durham Police Department. Deviations from this may be allowed with the approval of the Chief of Police or his/her designee.
2. Officers wishing to use the firing range shall notify communications personnel. Strafford County Dispatch will make an IMC log entry indicating such. Officers are to notify the

- communications center once they have completed their use of the firing range.
3. Officers shall ensure that the range is clear of all trash, brass, etc., following use.
 4. Officers shall ensure that all equipment is properly secured.
 5. No one will be allowed on the range without suitable eye and ear protection. Protection must be worn any time the range is active or ("Hot"). Shatterproof eye glasses or safety glasses will suffice for eye protection. Eye protection must include side eye protection when firing on steel targets. Standard ear protectors or ear plugs will suffice for ear protection.
 6. The designated Range Officer shall have absolute control over the range and of all personnel during any shooting event. The Range Officer will deliver a safety briefing prior to commencing any shooting activity.
 7. All commands of the Range Officer will be instantly obeyed by everyone without exception. Upon hearing the command "Cease Fire" or the whistle, all shooters will immediately stop firing, make their weapon safe, stand easy and await further instructions from the Range Officer. For safety reasons, anyone who observes an unsafe situation may call "Cease Fire".
 8. The Range Officer has the authority to remove anyone from the range if the Range Officer feels the person cannot participate safely.
 9. Any firearm uncased and unattended will be unloaded with the magazine removed and the action locked open.
 10. Handguns carried in holsters will remain holstered until the Range Officer instructs otherwise.
 11. The handgun may not be removed from the holster unless the shooter is on the firing line facing downrange and the downrange area is clear. The only exception to this is at the remote designated "Handling Area". When in the "Handling Area," direct the muzzle of the firearm toward the berm as the firearm is handled.
 12. All personnel will keep the muzzles of their weapon pointed in a safe direction at all times. A safe direction is defined as any direction where, if an unintentional discharge were to occur, there would be no chance of personal injury, and minimal property damage.

13. Every time the shooters step up to the line, they should look downrange to personally check out the impact area.
14. At no time will the trigger finger be placed inside the trigger guard until the firearm is in the fire position and aimed in the direction of the intended target.
15. The trigger finger will be removed from the trigger guard and remain away from the trigger any other time the firearm is handled (during drawing, holstering, loading, unloading, moving or making of adjustments).
16. Only weapons approved by the Firearms Instructor shall be allowed on the firing range at the time of weapons training and/or qualifications.
17. Shoot only at designated targets and in the designated "Live Fire" area.
19. Never place a cocked gun in a holster.
20. No fireworks or explosive devices shall be allowed on the firing range except by direction of the Range Officer.
21. Any damage to the firing range shall be reported immediately to the Range Officer. The Range Officer will notify the Deputy Chief at the first opportunity to do so.
22. All firing range-related accidents shall be reported immediately to the Range Officer. The Range Officer will notify the Deputy Chief **immediately**. At all times a radio and first aid kit will be kept on the range during firearms training.
23. The Range Officer in charge shall be responsible to post signs indicating the range is in use. The signs shall be posted at the end of Stone Quarry Drive near Route 108-Dover Road, and at the entrance to the access road located inside the DPW gate.

B. RESPONSIBILITY

It is the responsibility of everyone utilizing the firing range to strictly adhere to this policy. Failure to observe this policy or otherwise handle a firearm in an unsafe manner, as judged by the Range Officer, shall result in immediate disciplinary action.