



# Tulsa Police Department

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**Policy #** 316

**Policy Name** Firearms Qualification

**Approved by** *Wendell Franklin, Chief of Police*

**Effective Date** 03/01/2023

**Approved Date** 02/28/2023

**Previous Date** 10/25/2022

## PURPOSE OF CHANGE:

To include Glock 45 and pistol mounted optics.

## POLICY:

The intent of the Firearms Qualification Program is to ensure that all sworn police officers possess certain minimum required shooting skills. It is imperative that officers who resort to the use of a firearm be proficient in their shooting ability. A certified weapons instructor must monitor this proficiency training and the scores must be documented.

The Department-issued service handgun is the primary police weapon. Every police officer must qualify with the service handgun and rifle during the basic academy as a condition of employment. At all required qualifications, officers must qualify with the Department-issued service handgun, as well as with any other on-duty or off-duty weapons that they wish to carry (with the exception of the weapons that are carried by the Honor Guard for ceremonial purposes).

The Chief of Police will require qualification sessions as deemed necessary and will approve the courses of fire. These sessions will occur at least annually. During each qualification session, officers will be limited to a total of three attempts to qualify with their department-issued service handgun. The Rangemaster will determine the maximum qualification attempts for other weapons (e.g., back-up/off duty handguns, rifles, and shotguns).

If issued to an officer during their Academy training, the Department-approved Patrol Rifle is a mandatory firearm. Those officers in the Patrol Rifle Program must qualify with the Department-approved rifle. The program is designed to offer better protection for the citizens of Tulsa as well as the officers who serve them.

Target practice and firearm familiarization will typically be available to officers at the Range prior to the firearms qualification. Targets and practice ammunition will be provided at the range. However, if the range is experiencing an ammunition shortage, practice ammunition may not be available. In the absence of supervisory approval, officers who choose to attend practice sessions must do so during off-duty hours. For available times, contact the Range staff.

**SUMMARY:** Procedures for qualifying with firearms.

**APPLIES TO:** All sworn personnel.

## DEFINITIONS:

SERVICE HANDGUN MINIMUM QUALIFYING SCORE – 72% or above on the CLEET Handgun Qualification Course, 70% or above on any other course of fire.

REMEDIAL TRAINING – a firearms instructor will work with an individual to reinforce the basic fundamentals of marksmanship during the course of fire or in a follow-up session.

## PROCEDURES:

### A. SERVICE HANDGUN INITIAL QUALIFICATION SESSION

1. Officers meeting the minimum qualifying score will be certified and returned to normal duty status.
2. If an officer fails to qualify, the range staff will notify the Training Division Commander, or designee, of the failure and instruct the officer to report to their division commander, or designee, immediately.
  - a. A Range supervisor will notify the officer's division commander, or designee, of their failure to qualify.
  - b. A Range supervisor will give any officers who fail to qualify written notice that they will not be allowed to carry a handgun on-duty until they qualify.
  - c. The officer's division commander will assign the officer to an administrative assignment within the division. While in the administrative assignment, the officer will not wear the police uniform, carry a firearm, or drive a police vehicle unless otherwise authorized by the Chief of Police. The officer will be permitted to drive their vehicle from the range back to their division.
  - d. A Range supervisor will schedule the officers remedial training before the officer leaves the Range.
  - e. The officer who fails to qualify must make a second attempt within 10 working days of the first failure. Attempts to qualify should be scheduled for regularly scheduled in-service training sessions if possible.
  - f. A Range supervisor will ensure that officers who fail to qualify during the first qualification session are scheduled for a Basic Handgun Remedial training (in the form deemed appropriate by the Rangemaster), and will notify the officer's division commander, administrative captain, shift commander and lieutenant.
  - g. Officers who fail to qualify during the first qualification session will also be required to attend mandatory practice sessions at the Range every two months and fire at least 100 rounds during each session.

### B. SERVICE HANDGUN SUBSEQUENT QUALIFICATION SESSIONS

1. Officers scoring 72% and above will be certified and returned to normal duty status.
2. Officers scoring below 72% will remain in an administrative assignment and will report to the City Physician within five working days of the second failure for a physical examination to determine if a medical condition is impacting the officer's shooting ability.
  - a. A written evaluation by the City Physician will be provided to the officer's division commander.
  - b. If the City Physician determines that the officer has failed to qualify due to medical reasons, the officer will start over with procedure A.1. within five working days after being medically released by the City Physician.
  - c. If there are no restrictions imposed by the City Physician, the next qualification session must be scheduled within five working days after release by the City Physician.

### C. SERVICE HANDGUN FINAL QUALIFICATION SESSION

1. Officers scoring 72% or above will be certified and returned to normal duty status.
2. If an officer does not qualify, a Range Supervisor will notify the Training Division Commander of the failure and instruct the officer to report to their division commander, or designee, immediately.
3. Officers scoring below 72% during the final qualifying session will be reviewed for disability separation or termination as outlined in Policy 302C, *Disabled/Limited Duty Personnel*.

### D. UNDERCOVER/OFF-DUTY HANDGUN/HONOR GUARD WEAPON

1. Any officer who desires to carry an issued or personally owned undercover, off-duty handgun, or Honor Guard weapon must qualify with that weapon before carrying it. Officers will be allowed to qualify with only two personal Rangemaster-approved pistols per qualification session. If an officer wants to qualify with an additional

weapon, they must schedule the qualification with the Range staff.

2. Reserve officers who desire to carry an issued or personally owned handgun off-duty must qualify with that weapon and meet the requirements of 21 O.S. 1289.23 as well as this policy.
3. Personally owned undercover or off-duty handguns must meet the specifications and standards as set forth in the *Uniform Specifications Manual*. Officers who wish to qualify with personally owned handguns must furnish their own ammunition.
4. Range staff who are qualified armorers, full-time or adjunct, must inspect all weapons that an officer wishes to qualify with prior to the qualification session.
5. Officers will be certified to carry that weapon if they meet the minimum qualifying score.
6. Officers scoring below the minimum qualifying score with their issued or personally owned undercover or off-duty handgun will be allowed one additional attempt per calendar year to qualify. Officers who are unable to qualify will not be authorized to carry that weapon.

#### E. DEPARTMENT-ISSUED SHOTGUN

Any officer desiring to carry a shotgun on-duty must qualify with a department-approved shotgun. Officers will be limited to two qualification sessions. If an officer fails to qualify, they must successfully complete the elective in-service basic shotgun class to be eligible to carry a shotgun on-duty.

1. Officers meeting the minimum qualifying score will be certified to carry the shotgun.
2. Officers scoring below the minimum qualifying score will not be authorized to carry the shotgun on-duty.
3. Officers who fail to qualify may neither carry nor deploy with their department-approved shotgun.
4. Officers scoring below the minimum qualifying score will receive remedial training.
5. Officers must achieve a minimum score of 80% on the Slug Certification Course to carry and deploy shotgun slugs. If an officer has never attained slug certification or fails to maintain their slug certification, then these officers must attend a two-hour familiarization class to be eligible to attempt the Slug Certification Course.
  - a. Any officer who has successfully completed the elective in-service slug class or the two-hour familiarization class and is qualified to carry slugs will be required to qualify on both the Shotgun 00 Buck Qualification Course as well as the Slug Certification Course during the firearms qualification session. A maximum of two attempts will be allowed.
  - b. Officers meeting the minimum qualifying score will be certified to carry slugs.
  - c. Officers scoring below the minimum qualifying score will not be authorized to carry slugs on-duty.
  - d. Officers who fail to qualify with slugs will be required to successfully complete the slug familiarization class before they will be allowed to carry slugs.

#### F. PERSONAL SHOTGUN

1. An officer desiring to carry a personal shotgun must qualify with that weapon before carrying it on-duty.
2. The shotgun must conform to Department standards and the officer must have a Training Division officer assigned to the Range as an armorer inspect the weapon prior to the qualification session.

## G. PATROL RIFLE

### 1. Program Criteria

- a. Officers must have qualified with their department issued service handgun at their initial in-service handgun qualification session immediately preceding the application to the Patrol Rifle Program.
- b. Officers must successfully complete a Patrol Rifle class conducted by the Range staff.
- c. Officers will be required to demonstrate proficiency annually with their patrol rifle. The qualification sessions will be held during a specific time frame to be determined by the Range staff.
- d. Special Operations Team (SOT) members who are issued a Department AR-15 or M4 automatically qualify for the Patrol Rifle Program.

### 2. Application

- a. Officers must submit an Interoffice Correspondence through their divisional chain of command requesting entry into the program.
- b. After review, the division commander will forward the Interoffice Correspondence to the Rangemaster for final approval.
- c. With the exception of SOT members who are issued a Department AR-15 or M4, officers must purchase the weapon prior to entry into the program or confirm that the range has rifles to issue.

### 3. Equipment

- a. The approved rifle is the Department issued rifle or an AR-15 clone approved by the Rangemaster, or designee.
- b. The AR-15 or clone must be equipped as follows:
  - 1) Maximum barrel length of 20 inches.
  - 2) Chambered for the .223 Remington caliber round (5.56 NATO round).
  - 3) Forward assist.
  - 4) Barrel twist no slower than 1:9.
  - 5) Dust cover.
  - 6) Iron sights.
  - 7) A minimum of two 20-round or 30-round magazines.
  - 8) Solid or collapsible butt stock.
  - 9) Sling.
  - 10) Optics are optional however, the optics must have an illuminated reticle, 1x capability and the ability to either use iron sights with the optics affixed or utilize a return to zero mount for the optics that has been approved by the Rangemaster.
- c. The AR-15 or clone must not be fully automatic.
- d. The Rangemaster must approve any add-ons to the weapon.
- e. Range staff will service the weapon and supply the duty ammunition.

### 4. AR-15 rifle qualification requirements.

- a. Officers with rifles equipped with optical sight systems will be required to demonstrate proficiency with iron sights and optical sights. They will be given two attempts with each to qualify.
- b. Officers will be given two sessions to qualify with a minimum of 80% in the scoring rings. Each session will consist of 2 qualifying attempts.
- c. Officers must qualify annually with their patrol rifle. A minimum passing score is eighty percent (80%). Officers who fail to achieve an 80% score shall be temporarily suspended from the Patrol Rifle Program and shall not carry nor deploy with a patrol rifle in the capacity of a Tulsa Police Officer. On the day of the officer's failure, a Range Supervisor will schedule a second qualification attempt during one of the next three

rifle remedial qualification dates and corrective training.

- d. Corrective Training: After a successful second qualification attempt, the suspension will be rescinded, and the officer shall participate in remedial training (in the form deemed appropriate by the Rangemaster). On the day of the officer's failure, the Range will schedule remedial training.
- e. Continued Failure: The officer will be suspended from the Patrol Rifle Program if the officer fails to qualify during the Patrol Rifle corrective training and shall immediately turn in their department patrol rifle. (If the rifle is a personal weapon, the officer may neither carry nor deploy it as a Tulsa Police Officer.) Furthermore, the officer shall complete another Patrol Rifle School. The Range will enroll the officer in the next Patrol Rifle School (which may be with a recruit class).

## H. PISTOL MOUNTED OPTICS (PMO'S)

### 1. Program Criteria

- a. Officers must have qualified with their department issued service handgun at their prior in-service handgun qualification session immediately preceding the application to the Pistol Mounted Optics Program.
- b. Officers must successfully complete the Pistol Mounted Optics class conducted by the Range staff.
- c. APO's attending the basic academy will be issued and qualify with PMO's

### 2. Equipment

- a. Before entry into the program and attendance of the PMO training class, officers shall purchase the PMO, holster (*safariland* 6360RDS-ALS/SLS level 3 holster), front and rear sights (if necessary) and mill their current duty Glock's slide.
  - 1) Officer's current duty pistol shall be brought to the range. It will be sent off to be milled by an approved vendor with the cost to the officer.
  - 2) The officer will be issued a replacement pistol and will be required to shoot a qualifying CLEET course score with the replacement pistol prior to deploying with the replacement pistol on duty.
- b. Optics shall be approved by the Rangemaster prior to milling and attendance of the class.

### 3. PMO qualification requirements

- a. Officers shall show proficiency with both irons and optics.
- b. Officers will qualify annually with the PMO. (See Procedure A. SERVICE HANDGUN INITIAL QUALIFICATION SESSION)

## I. FLEXIBLE BATON LAUNCHER

Any officer who is issued the flexible baton launcher will be required to qualify with the flexible baton launcher at their annual firearms qualification session.

1. Officers meeting the minimum qualifying score will be certified to carry the flexible baton launcher.
2. Officers scoring below the minimum qualifying score will not be authorized to carry the flexible baton launcher.
3. A Department-issued flexible baton launcher must be turned in to the firearms training unit immediately upon failure to qualify.
4. Officers scoring below the minimum qualifying score will receive remedial training.
5. On the day of the failure, a Range supervisor will schedule remedial training and a future qualification attempt.

## J. ISSUED DUTY AMMUNITION

1. Officers will typically be issued new ammunition annually.
2. When directed by Range staff, officers will return the ammunition issued the previous year.

## K. MEDICALLY EXCUSED OFFICERS

1. An officer who has been medically excused from the Range and has not qualified during the current in-service year will be placed on light-duty status in a non-field assignment. As outlined in Policy 302C, *Disabled/Limited Duty Personnel*, there will be no long-term or permanent light-duty positions.
2. Unless otherwise authorized by the Chief of Police, or designee, officers on light-duty status will be prohibited from:
  - a. Carrying a firearm.
  - b. Wearing the TPD uniform, both on and off duty.
  - c. Driving a city-owned vehicle.
3. When the officer is medically cleared by the City Physician to return to full-duty status the officer must arrange for a requalification session (as outlined in this policy) prior to returning to full-duty status. A copy of the medical release must be presented to the Rangemaster before the officer is allowed to attempt to qualify.

## REGULATIONS:

1. All officers while in uniform shall carry the Department-issued *Glock 17* or *Glock 45* service handgun (with the exception of the weapons that are carried by the Honor Guard for ceremonial purposes during specific Honor Guard events approved by the Chief of Police or designee). Officers who are readily recognizable as a police officer (e.g., business professional or casual with firearm and badge exposed) are authorized to carry the department approved compact *Glock*.
2. Any officer who has failed a qualifying attempt shall not be permitted to wear the TPD uniform while working off-duty jobs until the officer has qualified, or as otherwise approved by the Chief of Police, or designee.
3. No modifications to Department-issued weapons shall be made unless performed by Range staff personnel.
4. A shotgun equipped with a pistol grip only is not permitted.
5. Officers who fail to qualify during the first qualification session shall attend mandatory practice sessions, supervised by Range staff.
6. Officers wishing to carry a secondary weapon such as the patrol rifle, and 12-gauge flexible baton must successfully complete classroom and practical instruction before they will be authorized to carry that weapon.
7. [REDACTED]
8. [REDACTED]
9. An officer's participation in the patrol rifle program will be at the discretion of the Chief of Police. Officers who violate Policy and Procedure or Rules and Regulations shall be removed from the program.

**REFERENCES:**

21 O.S. 1289.23

101A, Use of Force

302C, Disabled/Limited Duty Personnel

Uniform Specifications Manual