

	LANE COUNTY SHERIFF'S OFFICE POLICY	Number: G.O. 1.04
		Issue Date: March 21, 2005
		Revision Date: November 26, 2008; September 10, 2018
CHAPTER: Sheriff's Office Role and Authority		Related Policy: G.O. 1.03 (General Rules Concerning Firearms), G.O. 1.05 (Authorized Weapons, Ammunition and Carrying Devices), G.O. 1.12 (Use of Force)
SUBJECT: Firearms Proficiency		Related Laws:

POLICY: Firearms proficiency levels will be established with input from Sheriff's Office certified firearms instructors.

RULE: All weapons qualified staff authorized to carry firearms shall be required to minimally qualify with such certified firearms at the time of employment, acquisition, or change of duty weapon and on a semi-annual basis thereafter, except as specifically excluded in this order.

PROCEDURE:

I. Demonstration of Proficiency with Firearms

A. Uniformed Duty and Non-uniformed Duty Firearms

1. Weapons qualified staff authorized to carry firearms are required to minimally qualify with such certified firearms at the time of employment, acquisition, or change of duty weapon and on a semi-annual basis thereafter, except as specifically excluded herein.
2. A qualifying score of 100% hits; a minimum of 24 hits in the 5 zone, a maximum of one hit in the 3 zone, and no hits in the 0 zone are required to carry a Sheriff's Office issued firearm. In special night, combat, or shotgun courses, qualification will be based on the nature of the course.
3. The Range Master shall make certification of qualifications in writing. These certifications shall become a part of the employee's training file.
4. Weapons qualified staff shall not be authorized to use or carry any firearm in an official capacity unless minimum qualifications have been demonstrated and documented. Those unable to shoot a qualifying score must successfully complete a firearms fundamentals course, including a qualifying score, within two weeks of the original qualification shoot to continue to be qualified to carry an on-duty weapon.

5. A maximum of two firearms fundamental training courses will be allowed within a three-year period. If an employee fails to demonstrate qualification after attending two fundamental classes within three years, they will be placed on weapons probation for 18 months.
 - a. The employee will be required to attend mandatory quarterly firearms fundamentals classes.
 - b. During the 18-month period these employees will have access to open range training days, as well as one-on-one time with an authorized firearms instructor to improve firearms skills.
 - c. Weapons qualified volunteers such as LCSO Reserves and Posse members that fail to qualify and who meet the guidelines of this section may choose to re-gain their weapons qualified status.
 - (1) To re-gain a weapons qualified status, volunteers must participate in, and successfully complete, a regularly scheduled Sheriff's Office weapons orientation course.
 - (2) Those volunteers seeking to attend an orientation course may contact the training unit for dates and times.
 - (3) After completion of the weapons orientation course, the volunteer must shoot an official qualifying score on the Sheriff's Office firearms course.
 - (4) All weapons qualified volunteers, and those volunteers who are attempting to re-gain their weapons qualified status, will have access to the Sheriff's Office open ranges.
6. The training unit manager will be immediately notified of all full-time employees and volunteers that fail to qualify and fall within the guidelines of this subsection.
7. Weapons qualified staff authorized to utilize the shotgun or rifle shall be required to minimally qualify on an annual basis.
8. Weapons qualified staff authorized to carry weapons and required to qualify, who are absent or not qualifying at any mandatory qualification, will be reported by the Range Master to the Captain with the command responsibility of the involved section (if there is no Captain with this command responsibility, the Sheriff or the Sheriff's designee). One or more make-up or training sessions may be scheduled following the qualification. It shall be necessary for each affected employee to successfully complete the prescribed make-up session within 30 days or lose the authority to carry any firearm. The Sheriff or Sheriff's designee must approve any waiver of this requirement.

B. Off-Duty and Back-Up Firearms

1. Weapons qualified staff authorized to carry off-duty and/or back-up firearms will be required to minimally qualify with such certified firearms at the time of employment or acquisition and on an annual basis thereafter.
2. The Range Master or a designated Firearms Instructor shall physically inspect all off-duty and/or back-up firearms for safe functioning before each qualification in accordance with G.O. 1.03, Section III-A, paragraph 2.
3. Qualification standards shall be established by the Range Master and documented.
4. Certification of firearm inspection and qualification shall be made in writing by the Range Master and shall become a part of the employee's training file.

C. Exclusions

Staff excluded from firearm qualifications shall be limited to those staff specifically excused by the Captain with the command responsibility of the involved section (if there is no Captain with this command responsibility, the Sheriff or Sheriff's designee). In such cases, section I-A, paragraph 8 of this order shall apply.