

Germantown Police Department

Policies and Procedures

Number: 11-8
Effective Date: January 1, 2003
Subject: Police Pistol Range
Previous Revisions:

I. PURPOSE

The purpose of this policy is to establish guidelines for the safe and efficient use of the Departmental Pistol Range.

II. POLICY

It is the policy of the Germantown Police Department that all persons using the Pistol Range will follow all established rules, regulations, and procedures to ensure the safety of all persons on the range.

III. PROCEDURE

The following rules, regulations, and procedures shall govern the use of the Germantown Police Department Pistol Range. Any exception to these policies must be made by the Chief of Police.

- A. No shooting will be allowed on the range without the prior approval of the Chief of Police and/or the Department Range Master.
- B. Anyone shooting on the range, other than personnel of this Department, will be required to sign a waiver prior to using the range. This waiver will remain in effect unless cancelled by the Department. Use of the range by other police agencies will be authorized by the Chief of Police and/or the Department Range Master. Outside agencies must have a certified firearms instructor present during range use.
- C. All shooters will be entered into a range logbook by the Firearms Instructor on duty with all information indicated in the book being completed.
- D. During any departmental use of the range, a Department Firearms Instructor will be present.

IV. RULES

- A. There will be no smoking, no food, and no beverages allowed in the range. Eye and ear protection are required at all times while the range is in use.
- B. No one shall enter the range while the "Range In Use" light is on unless admitted by the Instructor.
- C. There shall be no "playing" on the range at any time. There shall be strict adherence to the commands of the Instructor. No weapon shall be loaded in the range except when the shooter is on the firing line and upon command of an Instructor.
- D. Never leave the firing point without first unloading the weapon (exception: hot line conditions under the direction of an Instructor). Never go forward of the firing line until the line has been cleared and an Instructor gives the command to "go forward." A shooter should never "dry fire" behind the firing line or at any other time on the range except under the supervision of an Instructor.
- E. In case of a misfire or malfunction, the shooter will keep the weapon pointed downrange and will raise the non-shooting hand for Instructor assistance. Officers should be familiar with proper malfunction procedures.
- F. No rifles will be allowed on the range unless specifically authorized by an Instructor.

V. ADDITIONAL GUIDELINES

- A. Germantown Police officers will be allowed to fire practice courses under the supervision of an Instructor at such times as designated and authorized by the Department Range Master. "Open Range Days" will be scheduled by the Department Range Master as frequently as possible. Only duty or alternate/off duty weapons are allowed to be fired on these days.
- B. Any misconduct on the range or a violation of these policies will result in immediate dismissal from the range and a possible suspension or cancellation of range privileges. For any officer of this Department, disciplinary action will be a possible consequence.

VI. REVIEW PROCESS

An annual review of this policy shall be conducted to determine if it should be revised, cancelled or continued in its present form.

This order shall remain in effect until revoked or superseded by competent authority.