

ST. PETERSBURG POLICE DEPARTMENT

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**GENERAL ORDER**

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**II-45**

Distribution: All Employees

Subject: **FIREARMS RANGE**

Index as:

Firearms Instructor  
Firearms Range

Police Training Center  
Range Master

Range Operator

Accreditation Standards:

4.3.5

Cross Reference:

GO II-20, Weapons Qualification

GO II-43, Lethal and Less-Lethal Weapons

Replaces:

**NEW POLICY**

This Order consists of the following:

- I. Purpose
- II. Definitions
- III. General Procedures
- IV. Persons Authorized to Use the Firearms Range
- V. Weapons, Ammunition, and Targets
- VI. Required Safety Equipment
- VII. Vehicles on the Range
- VIII. Off-Site Ranges
- IX. Cleaning and Maintenance
- X. Ammunition and Weapon Storage

#### I. PURPOSE

A. To establish procedures and responsibilities for the care, maintenance, and safe operation of the Police Training Center Firearms Range as well as off-site ranges used by the Department.

B. The Training Division will perform the Department's responsibilities with regard to the firearms range.

#### II. DEFINITIONS

A. Department Range Master – An Officer assigned to the High Liability Training Unit who is assigned primary responsibility for the upkeep, supply, and day-to-day operation of the firearms range. The Department Range Master shall be a CJSTC certified firearms instructor who; has received additional training in the safe operation of the Department's firearms range, who is competent in all systems related to the operation of the firearms range and is capable of supervising safe range operations at off-site ranges used by the Department.

B. Firearms Instructor – A CJSTC certified firearms instructor or an instructor certified by another competent governing body and approved by the High Liability Training Sergeant. This definition includes qualified members of the Department as well as members of other law enforcement or government organizations who may be authorized to conduct training events at the firearms range.

C. Range Operator – An Officer approved by the High Liability Training Sergeant who is qualified to safely supervise the operation of the Firearms Range in the absence of the Department Range Master. A Range Operator shall be a CJSTC certified firearms instructor who; has received additional training in the safe operation of the Department's firearms range, who is competent in all systems related to the operation of the firearms range and is capable of supervising safe range operations at off-site ranges used by the Department.

### III. GENERAL PROCEDURES

A. The Firearms Range is under the control of the High Liability Training Unit reporting to the Commander, Training Division.

B. The Training Sergeant will appoint a designed Range Master as the Department's primary representative at the facility.

C. The Department's Range Master(s) will report to the Training Sergeant.

D. The Department Range Master is responsible for the daily operations of the Firearms Range including supply, maintenance, scheduling, and reporting any issues to the High Liability Training Sergeant.

E. The Training Division will maintain a list of approved Range Master(s) and Range Operators.

F. The firearms range shall only be operated under the direct supervision of a Department-approved Range Master or Range Operator. The Department Range Master or a Range Operator shall be on-site during any use of the Firearms Range. The Range Master or Operator will supervise the operation of any range activities and will have final authority over the safe conduct of any Firearms Instructors and other persons using the range.

G. All users of the firearms range will adhere to the universal rules of firearms safety, as well as all other posted rules and procedures, and will follow all instructions given by firearms instructors, range operators, and the range master. The range rules shall be posted at the entrance to the firearms range and a safety briefing of these rules shall be conducted prior to any use of the range. (see Attachment A for current list of range rules).

H. Any accidental discharges of firearms shall be immediately reported to the Department Range Master or the High Liability Training Sergeant.

### IV. PERSONS AUTHORIZED TO USE THE FIREARMS RANGE

A. Sworn members of the Department may use the Firearms Range for training and practice.

B. Sworn officers of other agencies and retired law enforcement officers may use the Firearms Range for training and practice after approval from the High Liability Training Sergeant.

1. A hold-harmless agreement must be completed by such persons prior to using the range unless participating in an on-duty official training event for which their employing agency has entered into an agreement with the Department.

C. Members of other governmental organizations, such as corrections, military, and federal law enforcement, may use the Firearms Range for training and practice after approval from the High Liability Training Sergeant.

1. A hold-harmless agreement must be completed by such persons prior to using the range unless participating in an on-duty official training event for which their employing agency has entered into an agreement with the Department.

D. Non-sworn Department employees or family members of employees during certain times designated for that purpose after approval from the High Liability Training Sergeant.

1. A hold-harmless agreement must be completed by all non-employees prior to using the range.

E. Other persons as authorized by the Chief of Police or designee.

1. A hold-harmless agreement must be completed by all such persons prior to using the range.

F. The firearms range shall not be used for privately held instructional classes or any business activities without the specific permission of the Chief of Police or designee.

V. WEAPONS, AMMUNITION, AND TARGETS

A. Controlling the type and use of weapons, ammunition, and targets at the firearms range is intended to protect the user from injury and to prevent damage to equipment and facilities.

B. Authorized Weapons

1. Handguns

- a. All authorized service handguns carried by the Department.
- b. All handguns typical of law enforcement and military use.
- c. All other rimfire and centerfire handguns used for sporting or defense purposes.

2. Rifles and Shotguns

- a. All authorized service rifles and shotguns carried by the Department.
- b. Rifles and shotguns typical of law enforcement and military use chambered up to and including .30 caliber for rifles.
- c. Other rimfire and centerfire rifles and shotguns used for sporting or defense purposes chambered up to and including .30 caliber for rifles.

C. Unauthorized Weapons

1. Handguns

- a. Exotic or antique handguns which do not fire commonly manufactured rimfire or centerfire ammunition.
- b. Flintlocks or black powder pistols.
- c. Exceptions are to be authorized by the Department Range Master.

2. Rifles

- a. Exotic or antique rifles which do not fire commonly manufactured rimfire or centerfire ammunition.
- b. Flintlocks or black powder rifles.
- c. No .50 BMG
- d. Big bore rifles greater than .30 caliber or rifles firing exotic or wildcat rounds generally exceeding 3500fps muzzle velocity.
- e. Exceptions are to be authorized by the Department Range Master.

D. Ammunition

1. Authorized Ammunition

- a. Factory made rimfire and centerfire ammunition.
- b. Reloaded ammunition is only authorized if approved by the Department Range Master.

2. Unauthorized Ammunition

- a. Armor piercing ammunition of any caliber.
- b. Tracers / incendiary ammo.
- c. Black powder loads.
- d. Birdshot / snake shot of any caliber or gauge (will bounce off berm at shooters).
- e. Steel / tungsten shot.
- f. Exotic or wildcat rounds with exceptionally high muzzle velocities.

E. Targets

1. Targets and target equipment to be used on the range shall be stocked and provided by the Training Division.
2. No clay targets are allowed on the range.
3. No Tannerite or other explosive or incendiary reactive targets of any kind are allowed on the range under any circumstances.

F. Steel Targets

1. Frangible ammunition ONLY is to be used on steel targets.
2. The placement and use of steel targets will be monitored by the Range Master or Range Operators.

VI. REQUIRED SAFETY EQUIPMENT

A. Hearing and eye protection are required to be worn at all times for all persons present on the range during live fire and shall be donned either prior to entering the firing range or at the direction of the Range Master, Range Operator, or Firearms Instructor prior to live fire commencing.

B. Members participating in firearms training are encouraged to wear body armor.

C. All persons present on the firing range shall wear closed-toe shoes.

D. A trauma equipped medical bag, AED, and cell phone, landline, or police radio shall be present at all times when the range is in use. All participants shall be oriented to the location of this equipment as part of their safety briefing.

E. All members responsible for supervising the use of the range (Range Master, Range Operators, Firearms Instructors) shall be required to attend training on the deployment of the medical bag and the field treatment of gunshot wounds, within the scope of a first responder, prior to working on the range.

VII. VEHICLES ON THE RANGE

A. The firearms range allows for the placement of vehicles on the firing line as a training aid.

B. Vehicles shall only be driven onto the range under the direct supervision of the Range Master or a Range Operator as defined in this order and only while actually being used for an exercise.

C. Vehicles shall be positioned with close attention to their positions relative to overhead baffles to ensure containment of any rounds in the event of an inadvertent impact to the vehicle.

D. Vehicle engines shall be off and shall only be started when actually driving onto or off the range.

VIII. OFF-SITE RANGES

A. The Department may, at times, secure the use of an off-site range to facilitate training needs which require extended ranges or unique facilities. In such instances, the following protocol shall be adhered to:

1. The Officer in Charge shall be a Range Operator or Firearms Instructor and shall:
  - a. Make contact with the facility's Range Master or designee.
  - b. Conduct an assessment of the facility for safety and suitability of the planned training.
  - c. Ensure the required safety equipment including eye & ear protection and medical emergency gear is brought to or available at the facility.
  - d. Identify primary and alternate evacuation plans for an emergency medical event.

- e. Determine any facility-specific rules or regulations and ensure they are adhered to along with the four universal rules of firearms safety.
- f. Conduct a safety briefing with all participants.

B. All members participating in training at off-site ranges shall adhere to the four universal rules of firearms safety as well as all locally established rules and regulations.

#### IX. CLEANING AND MAINTENANCE

A. Firearms ranges require special care and attention due to potentially hazardous materials related to the discharge of firearms.

B. Routine cleaning of the firearms range will be limited to replacing targets and backers and collecting spent brass into designated containers.

1. No brooms are to be used on the floors except by approved workers wearing appropriate personal protective equipment.

2. No unauthorized vacuums are to be used on the floors as unburnt propellant could potentially cause an explosion.

C. Thorough cleaning of the floors, backstop, and ventilation shall be accomplished by use of approved contractors as scheduled by the Department Range Master.

D. Any exceptional issues or damage to the firearms range shall be reported immediately to the Department Range Master or High Liability Training Sergeant.

#### X. AMMUNITION AND WEAPON STORAGE

A. Weapons and ammunition shall be securely stored in their designated spaces when not in use on the firing line.

B. Ammunition shall not be stored on the firing line area except that which is staged for immediate use during a given training session. Unused ammunition from a training session shall be returned to the designated storage room.

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Anthony Holloway  
Chief of Police