



# NEW ORLEANS POLICE DEPARTMENT OPERATIONS MANUAL

## CHAPTER: 1.4.2

### TITLE: FIREARMS TRAINING QUALIFICATION AND REQUALIFICATION

**EFFECTIVE:**

**REVISED:**

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#### PURPOSE

The purpose of this Chapter is to promote proper firearm safety and establish a process for firearms training, qualification, and re-qualification by officers.

Employees shall recognize that safety is paramount when handling firearms.

#### POLICY STATEMENT

1. Only authorized personnel who have met all Louisiana State Peace Officer Standards and Training (POST) requirements, the requirements of this Chapter, and have been commissioned by the Superintendent of Police shall have the privilege to carry a firearm, as a police officer (peace officer) both on-duty and off-duty (see La. R.S. 40:2405).
2. Critical firearms discharges by officers on or off-duty shall be reported and investigated. **(Chapter 1.3.2 - Force Investigation Team)**. NOPD also will investigate all unintentional discharges and discharges in which an animal is struck, whether or not the discharge is critical.
3. Commissioned members in probationary status and commissioned members who return from unarmed status are required to successfully complete firearms training and qualify for duty handgun and other service firearms before they are permitted to carry and use firearms. All recruits shall complete and satisfactorily pass POST firearms training and qualification for duty firearms before they may receive a commission.
4. Firearms instructors shall critically observe students and provide corrective instruction regarding deficient firearms techniques and failure to utilize safe gun-handling procedures at all times.
5. **Range Limitations.** No firearms will be allowed on the Department Firearms Range other than Department-owned or approved duty, backup and off-duty weapons.
6. **Firearms Limitations:** No personally owned firearms (handguns, shotguns, patrol rifles, etc.) may be carried or used on duty or on authorized police secondary employment unless pre-approved, in writing, by the current Superintendent of Police.

7. An officer may seek the written approval of the current Superintendent of Police to use his/her personally owned rifle in place of a Department-issue rifle as his/her duty rifle and/or his/her personally owned shotgun in lieu of a Department-issue shotgun provided that:
  - a. any such personally owned rifle and/or shotgun is identical in manufacturer, model, and caliber to current Department-issued-and-approved models;
  - b. the personally owned firearms are not modified in any manner a Department-issued model could not be modified;
  - c. the officer qualifies on the use of the personally owned firearms as his/her patrol rifle and/or duty shotgun pursuant to this Chapter;
  - d. the Superintendent or his/her designee determines the officer's mission and assignment require the use of the requested rifle and/or shotgun; and
  - e. the officer's carrying and use of personally owned firearms comports with all requirements of this Chapter.
8. Officers must seek re-approval for any personally owned rifle or shotgun upon any transfer of duty station or assignment to a specialized unit.
9. **Weapons Exemptions:** Due to the special nature of the duties performed by the Special Operations Division / Special Weapons and Tactics (SWAT), the specialized weapons utilized by the Division are covered under **Chapter 46 – Unusual Occurrences and Special Operations** except for those weapons specifically covered in this Chapter.

#### DEFINITIONS:

Definitions relevant to this Policy include:

**Annually**—For purposes of this policy, “annually” means no more than a 12-month period from the end of the month of the officer's previous qualification, not the maximum time frame allowed by Louisiana POST for firearms qualification (e.g. 1/1/2015 to 1/31/2016 is still considered 12 months for purposes of this definition.)

**Duty handgun**—The primary authorized firearm carried while on duty by NOPD officers. Duty handgun is synonymous with duty firearm and duty sidearm.

**Duty shotgun**—An authorized weapon, designed to be fired from the shoulder, which chambers a 12-gauge cartridge.

**Failure to qualify**—The result of a specific act that describes an attempt to qualify, but the officer's score of firearms proficiency does not meet or exceed the required minimum POST standards.

**Night**—For purposes of this Chapter, “night” means after sunset and before sunrise for that day according to the National Weather Service. Any training that is required to be done at night must completely fall within this period of time.

**Off-duty handgun**— A firearm carried by an officer while off duty ***based on his/her authority as a police officer***. The firearm shall be required to meet the same guidelines as established for primary and secondary firearms or sidearms.

**Patrol rifle**—An authorized firearm, made available to properly trained and qualified officers as a supplemental resource to their duty handgun or duty shotgun.

**Rangemaster**—Any Louisiana Peace Officer Standards and Training Commission (POST) certified Firearms Instructor or Range Safety Officer designated by the Education and Training Division Range commander to serve as the officer in charge of the current activities on any firing range location. When present on the range, the Education and Training Division Range commander does not automatically assume this role, and he/she may delegate the duties to another qualified member.

**Secondary handgun**—An authorized firearm to be carried while on duty, under conditions set forth in this and related policies, in addition to the primary authorized firearm. A secondary handgun may be carried as an off-duty firearm.

**Training manager**—The Commander of the Education and Training Division or his/her designee, who coordinates and tracks all Departmental training.

**Unarmed status**—The period of time during which a commissioned member of the NOPD has had his/her authority to carry an authorized weapon as a police officer restricted or rescinded, for any reason, by the Superintendent or his/her designated representative.

#### **DUTY FIREARMS QUALIFICATION**

10. The Education and Training Division shall meet or exceed the requirements of POST for all firearms qualifications and re-qualifications of Law Enforcement Peace Officers.
11. All commissioned personnel are required to qualify annually with their duty firearm on an approved range course.
12. All commissioned personnel shall be required to qualify annually on the POST firearms qualification course demonstrating at least 80 percent proficiency. Scores shall be verified by a POST certified Firearms Instructor. Failure to meet the POST standards may subject the officer to loss of state certification, loss of eligibility to receive state supplemental pay, and/or disciplinary action relative to violation of: Rules of Civil Service Commission, Rule IX, Section 1; Maintaining Standards of Service.
13. At least annually, all commissioned personnel shall receive training on the Department Use of Force Policy and must demonstrate their knowledge and understanding.
14. Annual in-service training shall include night training, stress training (e.g. training in using a firearm after undergoing physical exertion), and proper use of force decision-making training, including continuous threat assessment techniques
15. Officers in probationary periods and officers who return from unarmed status shall complete and satisfactorily pass POST firearms training and qualification for duty firearms before they are permitted to carry and use the firearm. All recruits shall complete and satisfactorily pass POST firearms training and qualification for duty firearms before they may receive a commission.
16. An officer's failure to successfully qualify with his/her duty weapon shall **prohibit** the officer from carrying **any** firearm while on duty or off duty when based on their authority as a police officer and he/she will be placed on unarmed status.

17. After successfully qualifying with their duty firearms, officers may be allowed to show proficiency with approved secondary or off-duty firearms, subject to range time and instructor availability. Failure to show proficiency with a secondary or off-duty firearm, as determined by a POST certified firearms Instructor, shall prohibit an Officer from carrying the respective firearm as a secondary handgun, or off-duty firearm **based on their authority as a police officer**.
18. All record keeping related to firearms training, POST firearms qualification (**Form 342 – Firearms Qualification / Requalification**) and re-qualification courses, and specialized SOD training are under the supervision of the Commander of the Education and Training Division.
19. Each officer shall qualify annually with his/her authorized duty firearm by scheduling a qualification date with the Education and Training Division Range Commander or his/her designee during the officer's birth month.
20. The Education and Training Division Range Commander may authorize or require officers to requalify prior to their birth month when individual circumstances make it necessary to comply with POST regulations or other requirements and to prevent the officer from being placed on "unarmed status." However, the date on which the officer qualifies, if in a month earlier than his/her birth month, becomes his/her qualification month for future requalification. (e.g. An officer has elective surgery / medical rehabilitation planned during or immediately prior to their birth month.)

#### **NON-QUALIFICATION OF ANY APPROVED OR ASSIGNED FIREARM**

21. Officers who fail to qualify in accordance with POST requirements and within the required time frame (annually) on their first shooting attempt shall be provided remedial training subject to the following requirements:
  - (a) Additional range assignments may be required to attempt to attain and demonstrate consistent firearm proficiency.
  - (b) Officers shall be considered qualified after remedial training and a qualifying score is obtained in accordance with POST guidelines.
  - (c) Qualification **will not** be deemed for the following:
    1. Unauthorized range makeup; and
    2. Failure to qualify after remedial training.
  - (d) Officers who fail to qualify in accordance with POST requirements and within the required time frame in this Chapter shall immediately relinquish all Department-issued firearms on which they failed to qualify.
  - (e) Officers are **prohibited** from carrying on duty **any** weapon with which they fail to qualify.
  - (f) If an officer fails to qualify with his/her duty weapon and any approved weapon **required** (non-secondary or off-duty weapon is excluded) for his/her current duty assignment the officer will be **IMMEDIATELY** placed on unarmed status by the Rangemaster, Firearms Instructor, or commander of Firearms Training and removed from field duty.
  - (g) The notifying authority will document the member's unarmed status in writing on **Form 339 – Failure to Qualify / Duty Firearm** and notify the member's Commander, the Commander of Education and Training, all Bureau Chiefs and the Superintendent of Police by e-mail immediately.
  - (h) Those officers who still fail to qualify after remedial training after seven working days (excluding holidays) shall be subject to disciplinary action, up to and including termination of employment under Rule 9 of Civil Service Rules for Failure to Maintain Standards of Service.

- (e) Officers failing to qualify in accordance with POST requirements and within the required time frame shall report to the range within seven working days (excluding holidays) following the date the officer failed to qualify and was placed on unarmed status. An officer may attempt to qualify no more than five times a day. Ammunition will be provided for all POST qualification attempts.
22. If an officer is unable to attend his/her scheduled qualification date for any reason, including injury, illness, duty status, military leave or scheduling conflict, that officer shall submit an interoffice correspondence (Form 105) to his/her immediate supervisor detailing the reason prior to the end of the annual qualification period. The officer shall be placed on unarmed status by his/her Commander immediately upon failure to meet the POST qualification requirements or fail to requalify successfully within the required time frame (annually). The notifying authority will document the member's unarmed status in writing on **Form 339 – Failure to Qualify / Duty Firearm** and notify the Commander of Education and Training, all Bureau Chiefs and the Superintendent of Police by e-mail immediately.
23. It is the responsibility of the officer, his/her immediate supervisor and his/her Commander to ensure he/she qualifies in the time prescribed by this Chapter (annually). The Education and Training Division Range Commander or his/her designee shall assist supervisors with this requirement by providing, upon request, requalification dates of officers under their supervision.

#### **FAILURE TO QUALIFY – UNARMED STATUS**

24. Any officer failing to meet the requirements of this Chapter or POST firearms qualification standards will be subject to the following:
- (a) Placement on unarmed status;
  - (b) Decommissioning and notification of same in writing (**Form 339 – Failure to Qualify / Duty Firearm**);
  - (c) Prohibition from wearing the police uniform;
  - (d) Removal from field duty;
  - (e) Suspension from working police secondary employment; and
  - (f) Potential disciplinary action.
25. Notification shall be made by the Commander of the Education and Training Division or his/her designee to the Superintendent, all Deputy Superintendents, and the member's Commander via departmental e-mail.
26. The Commander of the Education and Training Division, or his/her designee, will submit a monthly Failed to Qualify list to each Bureau Chief listing the officers who failed to qualify as required by this Chapter, as well as those who have been placed on unarmed status.
27. An officer who is unable to attend an annual requalification session prior to the conclusion of his/her birth month due to an extended illness or military deployment / leave and does not meet the requirements of this Chapter shall be placed in "unarmed status" immediately by his/her Commander, the Education and Training Division Commander, the Range Commander or the commander of the Administrative Duties Division (ADD). The officer shall:
- (a) Notify his/her Commanding Officer and the Commander of the Education and Training Division via Form 105 of the date he/she will be able to participate in qualifying exercise

- (b) Indicate the date of his/her last qualification;
- (c) Immediately schedule a date for re-qualification with the Education and Training Division Range Commander or his/her designee upon return to regular duty;
- (d) If due to medical reasons, submit medical documentation from his/her physician containing the prognosis for recovery to the Administrative Duties Division;
- (e) Return all firearms and ammunition issued by the department to the Commander of A.D.D., or to the Education and Training Division Range commander immediately; and
- (f) Report to the Education and Training Division for the purpose of requalification prior to returning to his/her assignment.

### **PATROL RIFLE QUALIFICATION/TRAINING**

- 28. Officers shall not carry or utilize the patrol rifle unless they have successfully completed the required Department training. This training shall consist of an initial eight-hour patrol rifle user's course and qualification score with a POST-certified Firearms Instructor with a patrol rifle instructor certification.
- 29. Officers shall be required to successfully complete annual training and patrol rifle proficiency qualification conducted by a certified patrol rifle instructor.
- 30. The initial training and all subsequent training and requalification will be documented by the certified instructor and forwarded to the Education and Training Division within five working days of the training or qualification. This documentation shall be retained by the Education and Training Division.
- 31. Any officer who fails to qualify or who fails to successfully complete a department-sanctioned training/qualification session annually, will no longer be authorized to carry the patrol rifle without successfully retaking the initial patrol officer user's course and qualification.
- 32. An officer who fails to requalify or successfully complete training will be notified promptly of this failure in writing (**Form 340 – Failure to Qualify – Duty Shotgun / Patrol Rifle**) and the officer shall immediately return the patrol rifle and associated equipment.
- 33. The qualifying Firearms Instructor shall document the member's failure to qualify or train with the patrol rifle in writing on **Form 340 – Failure to Qualify – Duty Shotgun / Patrol Rifle** and notify the officer's Commander, the Commander of Education and Training, all Bureau Chiefs and the Superintendent of Police by e-mail immediately.

### **DUTY SHOTGUNS**

- 34. Officers shall not carry or utilize their duty shotgun unless they have successfully completed the required Department training. This training shall consist of an initial eight-shotgun user's course and qualification score with a POST certified Firearms Instructor with a shotgun instructor certification.
- 35. Officers shall thereafter be required to successfully complete annual training and shotgun proficiency qualification.
- 36. The initial training and all subsequent training and requalification will be documented by the certified instructor and forwarded to the Education and Training Division within 5 working days of the training or qualification. This documentation will be retained by the Education and Training Division.

37. Any officer who fails to qualify or who fails to successfully complete a Department-sanctioned training/qualification session annually, will no longer be authorized to carry the shotgun without successfully retaking the initial shotgun user's course and qualification.
38. The officer who failed to requalify or successfully complete training will be notified promptly of this failure in writing on **Form 340 – Failure to Qualify – Duty Shotgun / Patrol Rifle** and the officer shall immediately return the shotgun and associated equipment.
39. The qualifying Firearms Instructor shall document the member's failure to qualify or train with the shotgun in writing on **Form 340 – Failure to Qualify – Duty Shotgun / Patrol Rifle** and notify the officer's Commander, the Commander of Education and Training, all Bureau Chiefs and the Superintendent of Police by e-mail immediately.

#### **RANGEMASTER DUTIES**

40. The range will be under the exclusive control of the designated rangemaster. All officers attending will follow the directions of the rangemaster. The rangemaster shall maintain a roster of all officers attending range training and will submit the roster to the Education and Training Division Range Commander or his/her designee after each range training date. Failure of any officer to sign in and out with the rangemaster may result in a failure to qualify or disciplinary action.

#### **RANGE COMMANDER DUTIES**

41. The Education and Training Division Range commander shall keep accurate records of qualifications, repairs, maintenance, training and other records as directed by the training manager.
42. In addition to regular qualification schedules, the Education and Training Division Range Staff shall be responsible for providing all officers with regular practical training designed to simulate field situations. This shall include night training, stress training (e.g. training in using a firearm after undergoing physical exertion), and proper use of force decision-making training, including continuous threat assessment techniques.
43. The range shall remain operational and accessible to NOPD officers during hours established and published by the Education and Training Division Range commander.
44. The Education and Training Division Range commander has the responsibility for assigning qualified Range Staff members to inspect on-duty and off-duty firearms carried by officers prior to first usage, and annually on the officer's requalification attempt. The inspection shall be conducted by the Education and Training Division Range Staff and/or the S.O.D. Armory Unit in the case of patrol rifles and/or shotgun inspections.
45. These inspections shall be documented by the certified instructor and forwarded to the Education and Training Division within five working days of the training or qualification. This documentation will be retained by the Education and Training Division.

46. In all cases, any firearm deemed unfit for service shall be immediately reported to the Education and Training Division Range commander by Departmental e-mail by both the commissioned member and the member who has deemed the firearm unfit for service. Any firearm that has been deemed unfit for service shall not be returned to service until inspected and approved for duty use by the Education and Training Division Range commander. **(see Chapter 1.4 – Authorized Firearms)**
47. The Education and Training Division Range Commander has the responsibility to ensure each officer can demonstrate proficiency in the care and cleaning of the duty firearm on an annual basis.
48. The Education and Training Division Range Commander shall complete and submit to the Commander of Education and Training Division or their designee, documentation of the courses provided, including the qualifications of each instructor who provides training, a description of the training provided and a list of each officer who completes the training on **Form 343 – Range Training**.

#### **FIREARMS TRAINING – VOLUNTARY SHOOTING PROGRAM**

49. The proper use of, and accuracy with, firearms is a perishable skill. Officers are urged to practice with their Departmental approved firearms regularly. Within budgetary and staffing constraints, the Commander of the Education and Training Division should schedule available dates and times for officers to practice, under supervised, safe and controlled conditions as part of a Voluntary Shooting Program.
50. The Commander of the Education and Training Division shall establish, maintain, and supervise a voluntary shooting program for officers within these guidelines:
  - (a) Practice dates for the NOPD Range may be scheduled 60 days prior to requalification;
  - (b) Officers wishing to participate in the voluntary shooting program shall make individual appointments with the Education and Training Division Range Commander or his/her designee;
  - (c) Targets and related materials shall be provided by the Education and Training Division;
  - (d) Officers shall provide their own, Departmentally approved ammunition;
  - (e) The Education and Training Division may provide ammunition for practice with duty firearms, approved shotguns, or approved patrol rifles, if practice ammunition is available;
  - (f) Only Departmentally approved handguns will be used in the program; and
  - (g) Officers must be off duty to participate.
51. The Education and Training Division Range Staff shall keep accurate records of qualifications, repairs, maintenance, training and other records as directed by the training manager.
52. Each **Appendix** to this Chapter may be amended at any time without changing the main body of the Chapter. Each **Appendix** revision or effective date will be reflected at the conclusion of the respective Appendix.



## APPENDIX "A" –

**POST HANDGUN QUALIFICATION COURSE**

(Approved 09/24/2008 – Effective 01/01/2009)

The shooter will report to the shooting line with an unloaded weapon. On command, the shooter will face downrange, load his/her weapon with a magazine of required rounds, and engage the safety.

<b>Stage I</b>	25 yards	<p>Shooter starting with the handgun loaded and holstered. On command, the shooter will move forward to the barricade. The shooter will, from the standing position, draw his/her handgun, issue the verbal command and from the strong side barricade, strong-hand fire 6 rounds to the center mass of the target. The shooter will, from the standing position, draw his/her handgun, issue the verbal command and, from the off-side barricade, with his/her strong hand or off-hand fire 6 rounds to the center mass of the target. All 12 rounds must be fired within 60 seconds.</p>
<p><b>NOTE: Movement to the barricade is required. No more than 5 yards.</b> <b>The required verbal command is: "POLICE! Don't Move!"</b></p>		
<b>Stage II</b>	15 yards	<p>Shooter starting with the handgun loaded and holstered. On command, the shooter will move forward from the 25-yard line to the 15-yard line barricade and, from the right-side kneeling position, draw his/her handgun and fire 3 rounds to the center mass of the target. Reholster. The shooter will shift to the left-side kneeling position, draw his/her handgun and fire 3 rounds to the center mass of the target. Reholster. All 6 rounds must be fired within 30 seconds for indoor range and 35 seconds for outdoor range.</p>
<p><b>NOTE: Shooter will "simulate" the usage of a low barricade if no barricade is available.</b></p>		
<b>Stage III</b>	7 yards	<p>Shooter starting with the handgun loaded and holstered. On command, the shooter will: Phase I: Engage the center mass of the target and fire 6 rounds strong hand only from the holster. All 6 rounds will be fired to the center mass of the target in 10 seconds.</p> <hr/> <p>Shooter starting with the handgun loaded and in the gun-ready position. Phase II: Engage the center mass of the target and fire 6 rounds off-hand only from the gun ready position. All 6 rounds will be fired to the center mass of the target in 10 seconds.</p> <hr/> <p>Shooter starting with the handgun loaded and holstered. On command, the shooter will: Phase III: Engage the center mass of the target and fire 6 rounds standing. The shooter will shift to the kneeling position, reload while kneeling and engage the center mass of the target and fire 6 rounds kneeling. All 12 rounds will be fired to the center mass of the target in 25 seconds.</p>
<p><b>NOTE: Mandatory reloading for all weapons during Phase III.</b></p>		

<b>Stage IV</b>	4 yards	<p>Shooter starting with the handgun loaded and holstered. On command, the shooter will: Phase I: Engage the center mass of the target and fire 3 rounds with one or two hands in 3 seconds. (1 round <i>may</i> be a head shot) Instinct shooting technique with handgun drawn from holster. Shooter will take one step to the <b>right AFTER rounds are fired</b>. Shooter will assume the gun-ready position and return to the original position. Repeat and holster.</p>
		<p>Shooter starting with the handgun loaded and holstered. On command, the shooter will: Phase II: Engage the center mass of the target and fire 3 rounds with one or two hands in 3 seconds. (1 round <i>may</i> be a head shot) Instinct shooting technique with handgun drawn from holster. Shooter will take one step to the <b>left AFTER rounds are fired</b>. Shooter will assume the gun-ready position and return to the original position. Repeat and holster.</p>
<b>Stage V</b>	2 yards	<p>Shooter starting with the handgun loaded and holstered. On command, the shooter will take the close quarter shooting position, draw handgun from the holster and take one full step to the rear. Engage the center mass of the target and fire 2 rounds with one or two hands in 2 seconds. Repeat and holster.</p>

***NOTE: Upon completion of the course, the shooter will show, and the instructor will verify, a safe and empty handgun. The shooter will reholster the handgun.***

**Target:** LA P-1  
**Possible Points:** 120 points on a 60 round course of fire.  
**Qualification:** 96 (80% overall)  
**Scoring:** Inside the scoring ring = 2 points  
Outside the scoring ring but on the target = 1 point

***POST Course is fired using a “HOT LINE”!***

## APPENDIX "B" –

## NOPD PATROL RIFLE QUALIFICATION COURSE

The shooter will report to the 100-yard line (or 50-yard line, see note) with an unloaded weapon. On command, the shooter will face downrange, load his/her rifle with a magazine of 20 rounds and engage the safety. The shooter will load his/her handgun with two rounds; he/she will have another rifle magazine of 20 rounds on his/her person.

<p><b>Stage I</b></p>	<p>100 yards</p>	<p>Shooter starting from the Low Ready position. On command, the shooter will assume the prone position and fire 4 rounds to center mass of target in 60 seconds. Shooter will search, assess, engage safety and return back to standing position. Shooter then assumes Port Arms carry and wait for instructions to move to the 50-yard line.</p> <p><i>NOTE: This stage can be fired from the 50-yard line if a range does not have a 100-yard line – if fired from the 50 yard-line, reduce time limit from 60 to 30-seconds.</i></p>
<p><b>Stage II</b></p>	<p>50 yards</p>	<p>Shooter starting from the High Ready position. On command, the shooter will engage center mass of target. The shooter will fire: 5 rounds standing; 5 rounds kneeling; 5 rounds sitting; and 5 rounds prone. All 20 rounds will be fired to center mass of target in 2 minutes. Shooter will then engage safety, return to standing position, assume Port Arms carry and wait for instructions to move to the 25-yard line.</p> <p><i>NOTE: Shooter must engage safety prior to changing positions. This stage can be fired from the 25-yard line if a range does not have a 50-yard line – if fired from the 25-yard line, use a proportionately reduced size target.</i></p>
<p><b>Stage III</b></p>	<p>25 yards</p>	<p>Shooter starting from the High Ready position. On command, the shooter will engage the center mass of the target. Shooter will search, assess and return to standing position. The shooter will fire: 4 rounds standing; perform a Mandatory Combat Reload which MUST be done in the kneeling position; then fire 4 rounds kneeling. All 8 rounds will be fired to center mass of target in 25 seconds. Shooter will then engage safety, return to standing position, assume Port Arms carry and wait for instructions to move to the 15-yard line.</p>

<b>Stage IV</b>	15 yards	<p>Shooter starting from the High Ready position.  On command, the shooter will engage the center mass of the target.  Shooter will search, assess and return to standing position.  The shooter will fire: 2 rounds standing, and  2 rounds kneeling.  All 4 rounds will be fired to center mass of target in 10 seconds.  Shooter will then engage safety, return to standing position, assume Port Arms carry and wait for instructions to move to the 7-yard line.</p>
<b>Stage V</b>	7 yards	<p>Shooter starting from the High Ready position.  On command, the shooter will engage 2 rounds to the center mass of the target, 1 round to the head and move <u>right</u>.  Shooter will search, assess and on command, engage 2 rounds to the center mass of the target, 1 round to the head, move <u>left</u> search and assess.  The shooter will fire: 2 rounds to the body;  1 round to the head, step right, hold cover (3 seconds);  2 rounds to the body; and  1 round to the head, step left, hold cover (3 seconds) kneeling.  Shooter will then engage safety, return to standing position, assume Port Arms carry and wait for instructions to move to the 4-yard line.</p>
<b>Stage VI</b>	4 yards	<p>Shooter starting from the High Ready position.  On command, the shooter will engage 2 rounds to the center mass of the target 1 round to the head and move right.  Shooter will search, assess and the on command, 2 rounds to the center mass of the target, 1 round to the head and move left and hold cover.  PHASE I:  The shooter will fire: 2 rounds to the body;  1 round to the head, step right, hold cover (3 seconds);  2 rounds to the body; and  1 round to the head, step left, hold cover (3 seconds).  PHASE II:  With an empty rifle (magazine out, bolt forward), the shooter will attempt to fire 1 round, then <u>immediately</u> transition to his/her handgun.  The shooter will engage 2 rounds to the center mass of the target with the handgun. All 2 rounds will be fired to center mass of target in 5 seconds.</p>

***NOTE: Upon completion of the course, the shooter will show, and the instructor will verify, a safe and empty handgun. The shooter will reholster the handgun. The shooter will then engage the safety on the rifle. The shooter will show and the instructor will verify a safe and empty rifle.***

**Target:** LA P-1  
**Possible Points:** 100 points on a 50 round course of fire.  
**Qualification:** 80 (80% overall)  
**Scoring:** Inside the scoring ring = 2 points  
Outside the scoring ring but on the target = 1 point

## APPENDIX "C" –

## NOPD SHOTGUN QUALIFICATION COURSE

The shooter will report with an unloaded weapon. On command, the shooter will face downrange, load his/her shotgun as instructed and engage the safety. The use of 9-pellet "OO" buckshot is recommended for the non-slug phase of qualification but the course may be fired with any size buckshot.

<b>Slug Phase</b>	50 yards or 25 yards	<p>The shooter will assembly load 2 rifled slugs and take aim at the center mass of the target.</p> <p><b>Option I</b> at 50 yards: On command, the shooter will take cover and, with or without support, fire 1 round from the shoulder in the standing position, and 1 round from the shoulder in the kneeling position. Both rounds must be fired in 15 seconds.</p> <p><b>Option II</b> at 25 yards: On command, the shooter shall take cover and, with or without support, fire 1 round from the shoulder in the standing position, and 1 round from the shoulder in the kneeling position. Both rounds must be fired in 7 seconds. Shooter will then engage safety and wait for commands.</p>
<b>Buckshot Phase: Stage I</b>	25 yards	<p>On command, the shooter will assembly load 2 rounds of buckshot from the shoulder and assume the Gun Ready position. The shooter will have 3 additional rounds of buckshot on their person.</p> <p>On command, the shooter will, from the shoulder in the standing position, fire 2 rounds to the center mass of the target. Shooter will then combat load 3 rounds and fire those 3 rounds from the shoulder in a kneeling position. All 5 rounds must be fired in 35 seconds. Upon completion, shooter will engage safety and wait for commands.</p>
<b>Buckshot Phase: Stage II</b>	15 yards	<p>Shooter will start with 5 rounds of buckshot on his/her person and an empty shotgun.</p> <p>On command, the shooter will combat load 5 rounds and fire 2 rounds from the shoulder in a standing position. Both rounds must be fired in 25 seconds. The shooter will cover the target.</p> <p>On command, the shooter will fire 1 round from the shoulder, standing, in 2 seconds. The shooter will cover the target.</p> <p>On command, the shooter will fire 1 round from the shoulder, standing, in 2 seconds. The shooter will cover the target.</p> <p>On command, the shooter will fire 1 round from the shoulder, standing, in 2 seconds. Shooter will then engage safety and wait for commands.</p>

**Target:** B-27 or POST qualification (P-1) for buckshot pellets  
**Score:** B-27 Target (a Hit is a single pellet)  
 Hit inside #8 circle is 5 points  
 Hit inside #7 circle is 4 points  
 Hit inside BLACK is 3 points  
**Score:** POST (P-1) Target  
 Hit inside scoring ring is 5 points  
 Hit in Green scores 4 points

**Possible points:** 90 points on a 100 point course of fire for buckshot  
 (10 rounds with 9 pellets of "OO" per round)  
 10 points on a 100 point course of fire for slugs  
 (each slug is worth a maximum of 5 points)

**Qualification:** 75% overall with or without the Slug Phase.  
**(68 points minimum in no slugs fired)**

<b>Stage III</b>	15 yards	<p>Shooter starting from the High Ready position.  On command, the shooter will engage the center mass of the target.  Shooter will search, assess and return to standing position.  The shooter will fire: 2 rounds standing, and  2 rounds kneeling  All 4 rounds will be fired to center mass of target in 10 seconds.  Shooter will then engage safety, return to standing position, assume Port Arms carry and wait for instructions to move to the 7-yard line.</p>
<b>Stage IV</b>	7 yards	<p>Shooter starting from the High Ready position.  On command, the shooter will engage 2 rounds to the center mass of the target, 1 round to the head and move <u>right</u>.  Shooter will search, assess and on command, engage 2 rounds to the center mass of the target, 1 round to the head, move <u>left</u> search and assess.  The shooter will fire: 2 rounds to the body;  1 round to the head, step right, hold cover (3 seconds);  2 rounds to the body; and  1 round to the head, step left, hold cover (3 seconds) kneeling.  Shooter will then engage safety, return to standing position, assume Port Arms carry and wait for instructions to move to the 4-yard line.</p>
<b>Stage V</b>	4 yards	<p>Shooter starting from the High Ready position.  On command, the shooter will engage 2 rounds to the center mass of the target 1 round to the head and move right.  Shooter will search, assess and the on command, 2 rounds to the center mass of the target, 1 round to the head and move left and hold cover.  PHASE I:  The shooter will fire: 2 rounds to the body;  1 round to the head, step right, hold cover (3 seconds);  2 rounds to the body; and  1 round to the head, step left, hold cover (3 seconds).  PHASE II:  With an empty rifle (magazine out, bolt forward), the shooter will attempt to fire 1 round, then <u>immediately</u> transition to his/her handgun.  The shooter will engage 2 rounds to the center mass of the target with the handgun. All 2 rounds will be fired to center mass of target in 5 seconds.</p>

***NOTE: Upon completion of the course, the shooter will show, and the instructor will verify, a safe and empty handgun. The shooter will reholster the handgun. The shooter will then engage the safety on the shotgun. The shooter will show and the instructor will verify a safe and empty shotgun.***

**Target:** LA P-1  
**Possible Points:** 100 points on a 50 round course of fire.  
**Qualification:** 80 (80% overall)  
**Scoring:** Inside the scoring ring = 2 points  
Outside the scoring ring but on the target = 1 point