


POLICY 114.4	FIREARMS TRAINING POLICY	
	Revised: 1/93, 06/02, 11/07, 07/08, 08/11, 12/13, 02/14, 07/14, 08/15	RELATED POLICIES:
	CFA STANDARDS:	REVIEWED: 06/02, 11/07, 07/08, 08/11, 12/13, 07/14, 08/15

A. PURPOSE

The purpose of this policy is to list the rules of conduct for the shooting range of the Fort Lauderdale Police Department.

B. POLICY

It is the policy of the Fort Lauderdale Police Department to utilize its shooting range to train its police officers on a continuous basis in order to perform at the highest degree of proficiency during the stress of an armed encounter. Furthermore, all personnel who utilize the shooting range must commit to its safe and effective use. The safety of all personnel is a primary concern and all individuals are expected to adhere to the highest safety measures during the use of the range.

C. ADMINISTRATIVE RANGE RULES

1. Range access can only be authorized by the Administrative Support Facilities Captain or their designee.
2. The Training Unit shall have the authority to determine the priorities of firearms training.
3. All courses will be scheduled through the Training Unit/Range Master.
4. Prior to all firearms training, a lesson plan will be submitted to and approved by the Training Unit Captain or designee.
5. When the range facility is approved for use by other agencies, the Range Master or designee will be present for range operation.
6. Pertaining to range safety issues, the Training Unit/Range Master or their designee shall have complete authority over personnel using the range facility, regardless of rank, or assignment.
7. Certified Firearms Instructors may be appointed to the designation of Range Officer by the Training Unit's chain of command. Range Officers will be given further access to restricted areas of the range (i.e. armorer's workshop) and will receive additional responsibilities during firearms training. A list of Department recognized Range Officers and Department recognized Certified Firearms Instructors will be maintained by the Training Unit/Range Master. The list will be accessible through the Training Unit and FLPD UserShare.
8. Range Officers or the Range Master shall have the responsibility for the safe conduct of all firearms courses. They will also ensure that the range maintenance duties are completed after firearms training. Any damage or malfunctions to the range shall be

recorded by a Range Officer on the Range Equipment Failure Log, located in the Control Room.

9. When conducting live firearms training within the firing area of the range, it is mandatory to have the appropriate number of instructors per number of shooters for safety purposes. See the below list, which identifies the appropriate number of instructors per shooters during a course of fire. One of the instructors (“Safety Instructor”) shall be dedicated to the overall safety of the training course of fire. The overall safety shall include monitoring all areas of the shooting range to include the exterior hallway, the target room and the control booth. The “Safety Instructor” may monitor the training from a location he/she deems appropriate for the course of fire.

Instructor/Shooter Requirements:

- a. Five (5) shooters or less requires two (2) instructors total with one dedicated to overall safety.
- b. Six (6) to Ten (10) shooters requires three (3) instructors total with one dedicated to overall safety.
- c. Eleven (11) to fifteen (15) shooters requires four (4) instructors total with one dedicated to overall safety.
- d. When students load or unload firearms in the target room (utilizing the provided clearing barrel), a firearms instructor shall be present.

Note: As the number of shooters increase, the number of instructors shall increase with a 1:5 – Instructor to Student ratio as above.

10. If Department Certified Firearms Instructors wish to conduct training in the range outside of the above requirements, they can obtain approval via a Training Unit Supervisor or designee.
11. For any dry fire exercises on the range, Department Certified Firearms Instructors shall physically verify that each officer being trained has no ammunition on their person during the training exercises. Once the training has started, no officers shall be allowed to leave the range without notifying an instructor of their intent to leave. Upon the officer’s return, they shall check back in to the same instructor and the instructor shall again physically verify that the officer has no ammunition on their person prior to resuming training. The Department Certified Firearms Instructors shall remind officers to properly reload their firearms once the dry fire exercises are complete.

D. FIREARMS TRAINING RANGE RULES

1. It is the responsibility of ALL personnel to commit to the safe use of the range.
2. Treat all weapons as if they are loaded.
3. Prior to using the range, all personnel shall first receive general instructions.
4. Students must have all necessary equipment for class per General Order.
5. Weapons are to be loaded and unloaded from the firing line ONLY.

6. Firearms will be made clear and safe on the range and cleaned in the target room. Once the firearm is cleaned and ready to return to duty, Officers will load on the firing line under the supervision of the Range Master or Range Officer.
7. All weapons are to be holstered except under supervision.
8. Range clean-up is the student's responsibility.
9. Do not loiter in the range area after completing training.
10. No cell phones are to be used or handled while on the range.
11. Food/Beverages are prohibited on the range (lead exposure).
12. Routine safety inspections will be conducted; any violation of range rules may result in immediate expulsion from the range and/or discipline.

*Any deviation from these range rules requires the approval of a Training Unit Supervisor.

E. Firearms Training

1. All Department Firearms Training conducted either on the FLPD range or any offsite location, will be under the direct supervision of an instructor who has successfully completed the FDLE/CJSTC Firearms Instructor Certification Course with an approved lesson plan on file within the Training unit. Refer to Training Policy 107.1. Lesson Plans, for further information.
 - a. Firearms training related to specialized weapons, such as shotgun or rifle, will be under the direct supervision of an instructor who has successfully completed the FDLE/CJSTC Firearms Instructor Certification Course AND is authorized by the Department to instruct in such weapons.
 - b. The Training unit will maintain a list of instructors authorized to teach specialized weapons courses.
2. Firearms Instructors conducting training will attach the pre-approved emergency medical treatment and evacuation plan to the lesson plan. If no plan exists, one must be created by the instructor and approved by the Training Unit Sergeant or the Specialty Unit Commander, prior to the start of training. All instructors involved in the training will be briefed on the plan. All pre-approved emergency evacuation plans can be found on FLPD UserShare.
3. The lead or ranking firearms instructor will be responsible for ensuring that all students and instructors conduct training in a safe and professional manner.