I. FIREARMS

A. Definitions

1. On-Duty Firearm: A department-approved firearm carried while on-duty and/or in uniform, to include any firearm carried as a secondary/back-up.

2. Off-Duty Firearm: A personal firearm carried while the member is off-duty.

B. Issuance of Firearms

1. The Department Armorer (hereinafter referred to as "Armorer") shall be responsible for issuing department firearms.

2. Department firearms that become unserviceable or are no longer needed shall be returned to the Armorer.

   A department member returning an unserviceable firearm to the Armorer shall submit a memorandum to the Sheriff, with a copy to the Armorer, via the chain of command, explaining how the firearm became unserviceable.

3. If a department firearm becomes lost or stolen, the involved member shall submit a memorandum to the Sheriff, with a copy to the Armorer, via the chain of command, explaining how the firearm became lost or stolen.

4. Firearms may be issued as required during an emergency situation. Firearms and ammunition issued during an emergency shall be returned to the Armorer upon completion of the assignment. Any expended items shall be accounted for in writing.

C. General Duties and Responsibilities Regarding Firearms

Department members shall be responsible for:

1. The care, cleaning, and security of personal and department firearms and associated items issued to them.

2. Reporting and returning to the Armorer any issued firearm that is not serviceable.

3. Registering with the department all personally-owned firearms to be carried as an on-duty firearm.

4. Qualifying as required with any firearm to be carried as an on-duty firearm.

II. REGISTRATION AND SAFETY CERTIFICATION OF FIREARMS

Members shall have all firearms that are used as an on-duty firearm inspected by the Armorer on a yearly basis.

III. FIREARMS QUALIFICATION

A. Commissioned members must qualify annually, at minimum, with a weapons system intended for on-duty use on a department-approved firearms qualification course and must meet all Arizona Peace Officer Standards and Training (AZ POST) firearms qualification requirements. A "weapon system" refers to any firearm of the same classification with similarities such as caliber, make, model, safety measures, aiming system, and functionality. Furthermore, all commissioned members and weapons qualified corrections officers who are issued a department owned, optic-equipped handgun must qualify annually, at minimum, with that weapon system and are required to carry that weapon system at all times while working in a uniform assignment.

B. If a commissioned member does not qualify in a given calendar year as required by this policy, his/her authority to carry a firearm in the performance of duty shall be suspended effective at the end of that year.

C. Corrections officers who are authorized to carry firearms in the performance of duty must qualify on a department-approved firearms qualification course biennially, at minimum, with each weapon system used in an official capacity.

D. Members shall be allowed up to two (2) attempts to qualify on their initial qualification date. In the event of two (2) failures on the initial qualification date, the member shall be rescheduled by PRTC staff to return to the range, within five (5) business days, for an additional

qualification attempt. The member must promptly notify his/her supervisor of this scheduled, additional qualification attempt.

E. For members who fail to qualify after a third attempt, the following procedures shall apply:

1. Authorization to carry a firearm shall be suspended. The Pima Regional Training Center (PRTC) supervisor shall notify the Administration Bureau Chief by memorandum, via chain of command, of the failure to qualify. A copy of the memorandum shall be forwarded to the member's commander. The member may be assigned to unarmed duties, if available, and shall not be allowed to drive a marked department vehicle or engage in any law enforcement-related off-duty employment. The member may be subject to disciplinary action.

2. The member shall be scheduled to attend a remedial training session within five (5) business days. The session shall last four (4) hours or less at the member's discretion. At the end of the session, the member may attempt to qualify.

   If the member is successful in qualifying, the member's authorization to carry a firearm shall be reinstated. The PRTC supervisor shall forward a memorandum to the Administration Bureau Chief and the member's commander, notifying them of the reinstatement. A copy of the memorandum shall be forwarded to Staff Services for filing in the member's personnel-file.

3. If the member does not attempt to qualify at the initial remedial training session or fails to qualify, a second remedial training session shall be scheduled within five (5) business days. The session shall last four (4) hours or less at the member's discretion.

   At the end of the second remedial training session, the member must attempt to qualify. If the member is successful in qualifying, the member's authority to carry a firearm shall be reinstated. The PRTC supervisor shall forward a memorandum to the Administration Bureau Chief and the member's commander, notifying them of the reinstatement. A copy of the memorandum shall be forwarded to Staff Services for filing in the member's personnel file.

a. A commissioned member who fails to qualify after the second remedial training session may be subject to disciplinary action, up to and including termination.

(1) The member shall repeat steps E.1. through E.3. as outlined above.

b. A corrections officer who fails to qualify after the second remedial training session shall have his/her authority to carry a firearm revoked and may be subject to disciplinary action.

c. The member shall be required to attend a monthly firearm training session for a period of six (6) months at the PRTC.

F. If a corrections officer does not attempt to qualify biennially, his/her authority to carry a firearm shall be revoked, effective at the end of the qualification period. Additionally, members who allow their qualification status to lapse may be required to attend another basic firearms class to reinstate their firearms qualified status.

1. In years when qualifications are not required, corrections officers shall participate in approved professional development training to maintain firearms proficiency.

G. The same remediation procedure shall be utilized for members who fail the Target Identification and Discrimination qualification.

H. The only qualification attempts allowed for back-up firearms shall be pursuant to section D: No remedial sessions shall be offered. The member may attempt to re-qualify with the firearm after thirty (30) calendar days.

I. All department members using a firearm equipped with an optical sight must qualify annually on three (3) Arizona POST approved courses of fire:

1. A daytime course using the optic at all stages.

2. A nighttime course using the optic at all stages.

Members must notify the Armorer of the intent to install an optical sight and to arrange for training and qualification. Members shall not use the optic in an official capacity until successfully completing the required training and qualification.

J. Rifle and Shotgun Qualifications

1. Members who have successfully completed the Basic Patrol Rifle School or shotgun course, including an initial qualification with the particular firearm, may attempt to qualify with the firearm(s) as many as two (2) times during their initial qualification date.

a. Members who fail to qualify may schedule an additional qualification attempt, usually within five (5) business days.

b. If the member fails to qualify, or chooses not to qualify, pursuant to the additional qualification date as described in Section J.1.a. above, or chooses not to qualify with the particular firearm at all, his/her authorization to carry a specific rifle or shotgun in the performance of duty shall be suspended.

c. After an additional qualification failure, as outlined in Section J.1.b. above, in order to re-establish authorization to carry a rifle or shotgun in the performance of duty, the member must successfully complete refresher training and a qualification course for the particular firearm, administered by the PRTC staff.

IV. FIREARM REGULATIONS

A. All Pima County Sheriff's Department non-commissioned members and volunteers have no authorization beyond that of a private citizen to carry any type of weapon, except as specifically authorized in the course of their official duties for the department. Only commissioned deputy sheriffs have the authority to act in their official capacity while off-duty. All other members and volunteers may take only such actions that would be permissible if taken by a private citizen.

B. Non-commissioned members or volunteers are not allowed to be armed in or on Pima County Sheriff's Department facilities, offices, vehicles, or property. Firearms-qualified corrections officers are authorized to carry a weapon in the performance of their official duties.

C. Department members shall use the utmost care in handling firearms.

1. Firearms shall not be unnecessarily drawn, displayed, or carelessly handled at any time.

2. Firearms shall not be unholstered, cleaned, repaired, loaded, or unloaded in department buildings, except during emergencies or at the direction of a supervisor or PRTC staff.

3. All firearms shall be unloaded prior to being placed in the Sheriff's Department's Property and Evidence.

D. Only department-issued ammunition shall be utilized while on-duty, to include back-up firearms.

1. Reloaded ammunition is prohibited for use in any department-issued firearm.

2. Reloaded ammunition is prohibited for on-duty use.

E. Discharging of a Firearm

1. When a member discharges a firearm or is present when another member discharges a firearm, an immediate verbal report shall be made to the on-duty supervisor.

Reports or notifications of firearm discharges are not required under the following circumstances:

a. While engaged in qualifications or practice on an established range

b. While conducting authorized ballistics tests

c. While legally engaged in sporting activities

2. Results of the administrative investigation will be reviewed by the Critical Incident Review Board as provided for in Chapter 6.

3. Unless circumstances dictate otherwise, prior to returning to work members involved in shootings shall:

   a. Remain on administrative leave with pay for three (3) working days

   b. Meet with the Critical Incident Team and a Department Peer Support member

   c. Receive clearance from the PRTC firearms staff

F. Holsters

1. Thigh holsters/drop leg holsters are prohibited. A low ride holster with a single leg strap is allowed for use in the Class C uniform. Low ride holsters shall not be so low that the top portion of the handgun be any lower than the bottom edge of the duty belt. A single leg strap is recommended when a low ride holster is used.

   a. The leg strap shall be originally designed for use with a holster and shall match the color of the holster.

2. Any personally owned holsters shall be approved by the Range Master, Lead Firearms Instructor, or Department Armorer prior to being worn with the Class C uniform.

3. Exceptions for specialty units will be made within each unit. (e.g., SWAT, K9, Air Unit, etc.)

4. The holster shall be black, in color and shall not have any external markings, insignia, writing, or advertising of any kind.

V. DEPARTMENT HANDGUNS

A. The Pima Regional Training Center (PRTC) shall maintain a current list of brand names, models, and calibers of department authorized handguns. The list shall be available to department members.

1. Any member planning to purchase a handgun for duty use should contact the Armorer for a current list of authorized handguns.

2. The member shall ensure that the handgun carried on duty is approved for duty use by the department.

3. The issuing of department owned, optic-equipped handguns will be decided by the Armorer based on current inventory levels and both current and future needs of the department.

B. All handguns carried on duty by commissioned members or corrections officers shall be registered with the department and certified as safe by the Armorer.

1. While in uniform, whether on or off duty, commissioned members shall carry an authorized handgun with which they have qualified in an authorized holster worn in accordance with Department Rules and Regulations.

2. All on-duty commissioned and authorized corrections members whose handgun is equipped with rails for mounting a tactical light shall have a tactical light mounted to the handgun at all times while on duty and in uniform, dress uniform excepted.

3. On-duty, plainclothes commissioned members shall carry an authorized handgun with which they have qualified.

a. This handgun shall be carried on their person or in such a fashion that makes the handgun readily accessible.

b. Plainclothes commissioned members who carry a handgun which is equipped with rails for mounting a tactical light may carry the tactical light mounted.

c. When handguns are worn exposed, the department badge shall be displayed adjacent to or in close proximity to the holster.

d. If commissioned members wear a handgun on their person, it must be in a holster. An exception may be made by the member's Commander in cases where the member is on an undercover assignment of such a nature that wearing a holster would be out of character for the assignment.

No exceptions will be made for Glock or similar type handguns, which must always be holstered.

4. All armed members shall display their department photo identification to court security upon entry to the Pima County Superior Court Building or Juvenile Court Center and shall advise court security of their purpose and destination in the court building.

    a. Armed plainclothes commissioned members shall display their department photo identification at all times while in the Pima County Superior Courts building or Juvenile Court Center. The identification shall be displayed on the upper torso area of the body in a manner as to be plainly recognizable by both court security personnel and the public from a distance. Plainclothes commissioned members shall also display a Superior Court Pass in the same manner.

5. Commissioned members not on department business, serving jury duty, appearing as a victim, or attending any domestic or civil litigation in which they are personally involved, shall not enter the Superior Court building or Juvenile Court Center with a firearm.

6. Magazines for on-duty handguns shall be downloaded by one (1) cartridge less than full capacity.

7. Off-duty commissioned members should carry a handgun except in cases where good judgment dictates otherwise.

    a. Members should refrain from carrying a handgun in situations where it is possible they will consume alcoholic beverages and/or take medications that may impair his/her physical and/or mental abilities.

8. Corrections members shall not carry a department-issued handgun concealed at any time. Corrections members shall not carry a department-issued handgun while in an off-duty capacity.

9. Any handgun carried on-duty shall be equipped with sights made of metal and, if applicable, of an appropriate height as to be suitable for use as back-up sights if the handgun is equipped with an optical sight.

10. All handgun mounted optics must be set to the manufacturer's "manual" setting. Users are prohibited from using the "automatic" setting on their optic.

VI. RIFLES AND SHOTGUNS

Authorized rifles and/or shotguns may be carried by on-duty commissioned and qualified corrections members per the following (exceptions to this policy may be authorized by a Chief):

A. The deployment of rifles or shotguns shall be limited to those situations where a member can reasonably anticipate the potential limitations of handgun effectiveness.

B. Specific corrections officer assignments as identified by the Corrections Bureau. Rifle and/or shotgun is checked out and returned daily from the Corrections Bureau Armorer. (Refer to Corrections Bureau Policy and Procedure.)

C. A department member must successfully complete the Basic Patrol Rifle School or shotgun course prior to carrying a rifle or shotgun. Annual qualification is required thereafter.

D. Only department-issued rifle and/or shotgun ammunition shall be used on-duty.

E. Magazines for on-duty rifles shall be downloaded by two (2) cartridges less than full capacity.

F. Personally-Owned Rifles and/or Shotguns

1. Personally-owned rifles are authorized to be carried on duty provided the member has met the requirements of the Basic Patrol Rifle School and the rifle has been inspected and approved by the Armorer.

2. Personally-owned shotguns are authorized to be carried on duty provided the member has met the requirements of the shotgun course and the shotgun has been inspected and approved by the Armorer.

3. Members who carry a department rifle/shotgun shall have a tactical light mounted to the rifle/shotgun at all times while on duty.

   a. Members who carry a personally-owned rifle/shotgun should have a tactical light mounted to the rifle/shotgun at all times while on duty.

4. A member choosing to carry a personally-owned shotgun and/or rifle will not be issued a similar department firearm.

G. Storage of Rifles/Shotguns

1. Rifles and/or shotguns shall be carried with a loaded magazine, an empty chamber, the safety on, and in a department vehicle rifle/shotgun rack or secured inside a well padded case in the vehicle trunk or cargo compartment.

2. Firearms carried in a case shall be carried with the muzzle end pointing to either side of the vehicle, not pointing towards the front or back of the vehicle.

3. A cased firearm shall be carried in the trunk or cargo compartment of the vehicle except when anticipating circumstances where there may be a need for the long gun. Under this circumstance, it may be carried uncased in the passenger compartment.

VII. MODIFICATIONS OF FIREARMS

A. Department firearms shall not be modified or altered without prior written approval of the Human Resources Division Commander, except as noted below. Modifications to department firearms must be performed by the Armorer. All modifications made to personally-owned weapons must be inspected and approved by the Armorer prior to the modified weapon being carried on-duty.

1. Allowable modifications for handguns:

   a. Aftermarket sights

   b. Extended slide release/slide stop

c. Grips of wood, rubber, or plastic; grips shall be plain black or brown, or a brown natural wood color (Grips are user installable.)

d. Firearm-mounted flashlight (user installable). A department- authorized holster to accommodate the gun with flashlight must be worn.

e. Optical Sight found on approved Command Directive – Authorized Duty Firearms list. (Must be factory installed or installed by the Armorer.)

2. Additional modifications allowed for authorized 1911 style handguns:

a. Extended thumb safety/ambidextrous thumb safety

b. Flat mainspring housing

c. Bite-proof hammer

d. Full-length guide rod

e. Heavy recoil spring with shock-buff

3. The following are specifically **prohibited:**

a. Modification or replacement of the Original Equipment Manufacturer (OEM) factory installed trigger and/or any part(s) making up the trigger system.

b. Any factory installed trigger, trigger system, or trigger assembly where the manufacturer states in writing that it is not suitable or designed for law enforcement use.

c. Modifications of any type to any firearm that may render any safety system inoperable. Any modification inconsistent with normal functioning, handling, holstering, unholstering, loading, or unloading, or any modification that hinders the normal firing operation.

4. Allowable modifications for rifles:

   a. Optical sighting system (user installable)

   b. Telescopic sight (user installable)

   c. Firearm-mounted flashlight (user installable)

   d. Additional sling attachment points (user installable)

   e. Ambidextrous selector lever

5. Allowable modifications for shotguns:

   a. Extension magazines

   b. Firearm-mounted or contained ammunition carriers

   c. Firearm-mounted flashlights

   d. Pistol grip or alternate stock

   e. Additional sling attachment points (user installable)

B. The Human Resources Division Commander, or designee, shall have final authority to determine if a firearm is authorized for service.

C. No department owned parts/items may be installed on personally owned firearms.

VIII. HANDGUN OPTICAL SIGHTING DEVICES

A. The Pima Regional Training Center (PRTC) shall maintain a current list of brand names and models of department authorized optical sighting devices (aka RDS, MRDS, and Red Dots) for use on duty handguns. The list will be available to department members.

1. Any member planning to purchase a handgun optic for duty use shall contact the Armorer for a current list of authorized optics.

2. The member will ensure that the handgun optic carried on duty is approved for duty use by the department.

IX. ISSUANCE OF DEPARTMENT AMMUNITION

A. Department ammunition shall be issued by the Armorer.

B. When requesting ammunition to replace previously-issued ammunition that was expended, lost, stolen, or damaged, the member shall submit a memorandum to the PRTC detailing the reason and circumstances behind the request.

X. FIREARMS INSPECTIONS

A. First-line supervisors of firearm-qualified personnel shall conduct and document firearms inspections at least monthly to ensure that firearms are maintained in a clean and serviceable condition.

B. Inspection Preparation Procedures:

1. Supervisors shall advise members of the location at which the inspection will be conducted.

2. Firearms inspections shall be conducted on a **one-on-one basis**.

a. Other members present shall stay in an area behind the member whose firearm is being inspected.

b. Only the member whose firearm is being inspected shall have his/her firearm unholstered or unloaded.

3. The inspecting supervisor shall conduct the inspection so that the firearm being inspected is directed away from all other persons in a safe down range direction.

C. Firearm inspections shall be conducted in accordance with current training standards.

XI. CARRYING WEAPONS OUTSIDE THE STATE OF ARIZONA

All members are cautioned about carrying and possessing weapons, whether their own or department-issue, outside the jurisdiction of the State of Arizona.

The laws of the states vary regarding who may legally possess weapons. The situation is even more complicated at international borders.

It is the policy of this department that any possession of a weapon outside Arizona requires full compliance with the law in that locale.

XII. IMPACT AND LESS-LETHAL DEFENSIVE EQUIPMENT

A. Authorized and qualified department members may carry or possess the following defensive equipment while on duty:

1. Authorized Impact Weapons

a. Straight baton

b. Side handle baton (PR-24)

The side handle baton (PR-24) shall be one of the non-expandable types manufactured by the Monadnock Company.

c. Expandable baton

(1) The expandable baton shall be all black, twenty-one (21) or twenty-six (26) inches in length and non-spring loaded. A plain black baton scabbard is required with the uniform belt.

(2) Plainclothes members are authorized to use any of the scabbards available for concealment.

d. It is mandatory that on-duty uniformed commissioned members have immediately available one (1) of the above listed impact weapons that they <u>are</u> qualified with for use.

2. Oleoresin Capsicum (Aerosol Spray)

a. Commissioned members are not required to carry oleoresin capsicum (OC) spray on their duty belt. However, it must be immediately available.

b. **It is mandatory that uniformed corrections members carry oleoresin capsicum spray.**

c. An Incident Report and Use of Force Summary must be completed whenever oleoresin capsicum spray is used in a non-training environment.

d. Once the subject has been subdued, the following de-contamination procedures shall be followed:

(1) Remove the subject from the place of exposure to fresh air.

(2) When possible, remove contaminated clothing, have subject flush face and eyes with water, or apply a wet towel to the face. Wash his/her hands and face with soap, if available. Remove contact lenses.

(3) Monitor the subject's physical condition as long as necessary to ensure he/she is not in distress.

3. Taser 7

Taser 7 is a less lethal conducted energy weapon that affects the central nervous system of the body. The Taser 7 is authorized for use by trained and qualified corrections and commissioned members.

a. The Taser 7 shall be function tested at least once a week if the department member is working. Department members who are absent from duty for a period of five (5) or more days shall function test the Taser 7 upon return to duty. A function test shall occur during the department member’s on-duty work shift or immediately prior to the member’s on-duty work shift and a minimum of one (1) time per week. The function test shall be done safely and out of public view unless

being done as part of a department sanctioned demonstration.

b. The Taser 7 battery shall be replaced at least every thirty (30) days, or after a Taser 7 usage.

c. Activating and/or displaying the Taser 7 in any manner for the purpose of demonstration, whether on or off-duty, is unauthorized unless:

(1) Prior approval has been received from a supervisor or certified Taser 7 instructor. Demonstrations shall only be approved for department sanctioned events or training; or

(2) Use of the Taser 7 is justified by policy and the department member is activating it to gain compliance, i.e., a warning activation. In this circumstance, the department member is required to document the Taser 7 activation in a case report.

d. All commissioned members under the rank of captain are required to carry the Taser 7 while in uniform. Exceptions to this include when working administrative functions such as ceremonial duties, administrative proceedings, or when wearing the Class A uniform.

e. Commissioned members assigned to plainclothes assignments and who anticipate involvement or become involved in high risk situations, including arrests, the serving of search warrants, etc., shall carry the Taser 7. Otherwise, plainclothes commissioned members shall have the Taser 7 in their possession or immediately available to them while on duty. Situations that require the wearing of a ballistic vest shall also require the carrying of the Taser 7 and vice versa.

f. The Taser 7 shall be worn on the opposite side of the primary handgun.

g. The Taser 7, when worn attached to the External Body Armor Carrier, shall be worn in an authorized holster, on the opposite side of the primary handgun.

h. When the Taser 7 is present and ready for use, and the situation allows, the department member with the Taser 7 will advise on the radio or announce to other on-scene deputies/officers that the Taser 7 is "online."

i. Unless exigent circumstances exist, these systems will be deployed with a lethal cover deputy/officer, except in Corrections Bureau facilities, in circumstances consistent with department and Bureau policies and training.

j. Handling of "Tasered" Subjects

(1) The Taser 7 cartridge safety clip shall be used to remove probes from an individual.

(2) Probes that penetrate an individual's skin shall be removed by a Taser 7 certified member unless medical concerns dictate otherwise. When probes are attached to the face, neck, groin, female breast, or other sensitive parts of the body, medical personnel will be called upon for removal. If medical personnel are not available at the scene, the individual will be taken to a medical facility for probe removal, evaluation, and treatment.

(3) Photographs of each signature mark caused by the Taser 7 and any related injury shall be taken as soon as practicable after the incident.

(4) Probes shall be placed into evidence after being properly packaged.

k. Investigation

(1) An on-duty sergeant shall be notified as soon as possible after the deployment of the Taser 7.

(2) Investigations of Taser 7 use shall be conducted as deemed necessary by the department.

(3) Other agency requests for a department member to respond for the purpose of having a Taser 7 on scene must be approved by a sergeant or above.

l. Documentation

(1) All probe deployment and contact deployment uses of the Taser 7 will be documented in the same manner as other uses of force: in an Incident Report and on a Use of Force Summary. The Incident Report shall include the serial number of the Taser 7, serial number of the Taser 7 cartridge, which Taser 7 cartridge was used (close quarter/stand-off), number of times fired, approximate length of time that the subject was exposed to the Taser 7, approximate distance of the shot, and location of the probes on the body.

(2) The circumstance code "FTASR" shall be used in each incident report that documents the use of a Taser 7.

(3) Qualification records shall be maintained by the PRTC.

(4) The Taser 7 captures various pieces of information and stores the data in device logs. The logs are named Armed Event Log and Maintenance Log. The data from the logs are uploaded securely to Axon Evidence services (http://Evidence.com), where the information is encrypted, stored securely, and organized into dashboards. The department's Taser 7's usage and the system status shall be monitored through the data on these logs/dashboards.

m. The Taser 7 should not normally be used in the following situations unless reasonable under the totality of circumstances:

(1) On women known to be pregnant

(2) On subjects who are handcuffed, unless they are physically violent **and** otherwise uncontrollable

(3) Brandishing or displaying the Taser 7 when its use is not otherwise authorized

(4) Escorting or prodding individuals

(5) Waking unconscious or intoxicated individuals

(6) On individuals in control of a moving vehicle

(7) On individuals holding a firearm when their finger is on the trigger

(8) On subjects who are in danger of falling from a significant height

(9) Near flammable liquids or gases and other combustible environments

(10) On a subject with whom a police K-9 is actively engaged

(11) On running subjects, due to the possibility of injury while under Neuromuscular Incapacitation (NMI).

n. The Taser 7 shall not be used in the following circumstances:

(1) On a subject who is in the control of a deputy/officer, and the subject:

(a) Is not actively physically resisting and/or

(b) Poses no immediate threat of violence to self or others

(2) To force compliance of the extraction of bodily substances or the taking of physical characteristics, e.g., DUI blood draws, DNA sampling, hair sample removal

o. Unintentional discharges, whether on or off-duty, shall immediately be reported to the department member's supervisor. If the unintentional discharge occurs while working in an off-duty capacity, the supervisor of the off-duty assignment shall also be notified immediately. In all cases of an unintentional discharge, a memo shall be completed and forwarded, via chain of command, to the appropriate Division Commander within 48 hours of the discharge.

4. Members may use flashlights to defend themselves against an instantaneously combative subject only in a manner consistent with impact weapon training techniques

B. Prior to using any impact or less lethal equipment, the member shall consider:

1. The level of force being confronted

2. The proximity/access of subject to the member

3. The member's immediate access to lethal force options

4. If lethal cover is necessary and appropriate

Special consideration of lethal cover should be made in cases involving subjects with a potentially lethal weapon.

C. Prior to carrying any authorized defensive equipment which requires certification, members shall successfully complete the training requirements established by the Training Center and members shall meet any other certification requirements established by the department for continued use of the equipment.

D. Items of defensive equipment other than those listed above are prohibited for use by department members while acting in a duty capacity.

E. The appropriate Chief may authorize the use of weapons and other equipment by the Special Weapons and Tactics Unit, which might not otherwise fall within these regulations.