



**OFFICE OF THE DIRECTOR
THE UNIVERSITY OF TEXAS SYSTEM POLICE
POLICIES AND PROCEDURES MANUAL**



TITLE: FIREARMS TRAINING FOR COMMISSIONED PERSONNEL		
POLICY NUMBER: D-1	EFFECTIVE DATE: 09/01/04	RESCINDS / AMENDS: III-74-1 3/21/01
RELATED LAWS: TEXAS OCCUPATION CODE 1701.355 TCLEOSE RULE 217.21		RELATED STANDARD(S) / RULE(S): System Police Standard 1.38

I. PURPOSE:

To affect a firearms training and qualification program for U.T. System Police personnel.

II. POLICY:

- A. At least two (2) times each year, all personnel commissioned as peace officers will be required to fire a qualifying score with all firearm(s) issued, assigned, or authorized to be carried on duty or off duty. Appendix A contains eleven (11) courses of fire that are to be used for qualifying. Departments may use other Courses of Fire not in this policy, after the courses are submitted and approved by the Director of Police prior to their use.
- B. Bi-annual firearms training will be scheduled as follows:
1. 1st half - January - June
 2. 2nd half – July - December
- C. The Chief of Police at a component institution police department may waive the requirement to qualify for one (1) biannual qualification period for personnel who are unable to attend a firearms training/qualification session. The waiver must be for good cause, such as incapacitation. If a waiver is granted, documentation will indicate the reason(s).
- D. Officers will be required to fire at least two (2) different approved handgun courses of fire during each fiscal year. In addition, Departments and Officers will be required to meet the requirements set forth in Texas Commission on Law Enforcement Standards and Education (TCLEOSE) Rule 217.21 Subsections (a)(2), (a)(3), (b), (c), and (d). Appendix B contains TCLEOSE Rule 217.21.
- E. Before being authorized to carry any firearm on or off duty, officers will be required to qualify with such firearm.

- F. Safety rules pertaining to all firearms and conduct on the range are to be strictly enforced during firearms training/qualification.

III. REPORTS:

- A. During each bi-annual qualification, a record will be made and placed in each officer's personnel file of each officer's score, date of qualification and course of fire.
- B. A report of the results of the firearms training shall be certified by the department firearms instructor/proficiency officer and submitted to the Office of the Director of Police. The report shall include the following:
 - 1. The names and scores of all officers participating in the firearms training;
 - 2. The names of those who were excused;
 - 3. The date of qualification and location of the range where the training was conducted; and
 - 4. The course of fire used.
- C. Firearms training reports from each institution will be received in the Office of the Director of Police as follows:
 - 1. 1st half - no later than July 15;
 - 2. 2nd half - no later than January 15.
- D. When departments conduct more than the required firearms training/qualification, the firearms instructor/proficiency officer will maintain records of the training conducted and any qualification score.

IV. CLASSIFICATION:

- A. Officers will be classified based upon the average of their last two (2) firearms scores. Classifications are established as follows:

<u>CLASS</u>	<u>AVERAGE SCORE</u>
MASTER	97.0 to 100.0
EXPERT	93.0 to 96.9
SHARPSHOOTER	86.0 to 92.9
MARKSMAN	80.0 to 85.9

- B. After each qualifying round, the firearms instructor/proficiency officer will average each officer's last two qualifying scores for classification purposes and issue or reissue the appropriate classification badge.
- C. Officers averaging below 80.0 will not be classified.

V. FAILURE TO QUALIFY:

- A. During the bi-annual firearms training sessions, any officer who fails to qualify will be given immediate remedial training by a certified firearms instructor/proficiency officer and a second opportunity to qualify the same day if time permits.
- B. An officer failing to qualify during the second attempt will receive additional remedial training from a certified firearms instructor, and following a reasonable period of time, not to exceed seven days, the officer will be afforded a third opportunity to qualify. If the officer returns to regular duty prior to the third attempt to qualify, the officer shall be assigned duties applicable to police guards.
- C. An officer failing to qualify on the third attempt will be required to return, following a period of at least seven (7) days, for additional remedial training and a fourth opportunity to qualify. (Any alternative scheduling must be approved by the Director of Police.) An officer failing to qualify during the fourth attempt will be relieved of the issued firearm.
- D. In the event an officer fails to qualify, the firearms instructor/proficiency officer will submit a report to the Chief of Police, with a copy to the Director of Police. This report will include the following:
 - 1. A description of the remedial training;
 - 2. The dates when remedial training was given;
 - 3. The scores fired; and
 - 4. The training officer's opinion of the cause of the officer's failure.
- E. If, after reviewing the report, the Chief of Police recommends additional training, the officer will be assigned duties similar to those performed by police guards until enrollment in a firearms training class certified by the Texas Commission on Law Enforcement and approved by the Director of Police.
- F. Any officer who fails to successfully complete a firearms training class and fire a qualifying score immediately following completion of the class will have their Commission revoked upon proper hearing of the facts, if it is determined such person can no longer meet peace officer licensing standards.

- G. If, at anytime, in the opinion of the Chief of Police, an officer is incapable of qualifying or safely carrying an issued firearm due to physical or mental impairment, the Chief of Police shall require the officer be examined by a licensed physician or licensed psychologist, of the Chief's choosing, and if after such examination an officer is deemed to be incapable of qualifying with or safely carrying a firearm, the officer's Commission will be revoked by the Director of Police.

Roy R. Baldrige

Roy R. Baldrige
Director of Police

APPENDIX A

Courses of Fire

Handgun Qualification Course #1

Minimum score = 70%

50 Rounds, barricade & folding chair as simulated cover

Stage A

25 Yard Line: Barricade Positions, 18 rounds in 65 seconds (5 seconds added for revolvers and low capacity autos)

- 1) Begin with fully loaded weapon standing behind barricade,
 - 2) Draw and fire 6 rounds kneeling
 - 3) Move to standing position and fire 6 rounds
 - 4) Move to kneeling weak side position and fire 6 rounds weak hand with support
-

Stage B

15 Yard Line: 12 rounds in 30 seconds

- 1) Load 6 rounds in handgun.
 - 2) Advance from 25 yard line to position behind folding chair at 15 yard line
 - 3) Draw and fire until empty
 - 4) Drop to cover behind folding chair to reload
 - 5) From low cover fire 6 rounds
-

Stage C

10 Yard Line: 10 rounds in 15 seconds (5 seconds added for revolvers and low capacity autos)

- 1) Begin with fully loaded weapon at 15 yd line
 - 2) Advance from 15 yd line to 10 yard line
 - 3) Draw and fire 10 rounds
-

Stage D

5 Yard Line: 6 rounds in 6 seconds

- 1) Begin at 5 yd line
 - 2) Draw and fire 6 rounds
-

Stage E

2 Yard Line: Close combat position – strong hand only

- 1) Begin at 2 yd line
- 2) Draw and fire 2 rounds in 3 seconds
- 3) Repeat string

Handgun Qualification Course #2
Minimum score = 70%
50 Rounds

Stage A

25 Yard Line: Barricade Positions, 12 rounds in 30 seconds (5 seconds added for revolvers)

- 4) Begin standing behind barricade,
 - 5) 6 rounds standing
 - 6) 6 rounds kneeling
-

Stage B

15 Yard Line: 12 rounds; each string (must be fired on the move, one participant at a time)

- 1) Begin at 15 yd line
 - 2) Draw and fire 6 rounds in 9 seconds while advancing to the 10 yd line
 - 3) Stand at 10 yd line with at least 6 rounds loaded
 - 4) Draw and fire 6 rounds in 9 seconds while retreating to the 15 yd line
-

Stage C

10 Yard Line: 18 rounds, all from Gun Ready Position (muzzle depressed and straight finger)

- 1) Begin at 10 yd line in Gun Ready Position
 - 2) Fire 6 rounds in 6 seconds, then complete a tactical reload
 - 3) Repeat string
 - 4) Fire 6 rounds in 8 seconds strong hand without support
-

Stage D

5 Yard Line: 8 rounds, holstered - (Missed head shots are not scoreable elsewhere on the target)

- (1) Begin at 5 yd line
- (2) Draw and fire 4 rounds in 6 seconds: 2 to the body & 2 to the head
- (3) Repeat string

Handgun Qualification Course #3
Minimum score = 70%
60 Rounds, barricade and folding chair

Stage A

2 Yard Line: 12 rounds; 6 shots in 6 seconds each string (must be fired one participant at a time)

- (1) Begin at 2 yd line
 - (2) Draw and fire 6 rounds in 6 seconds while retreating to 5 yd line,
 - (3) Return to 2 yd line and Repeat string
-

Stage B

5 Yard Line: 12 rounds

- (1) Begin at 5 yd line
 - (2) Draw and fire 2 rounds in 3 seconds;
 - (3) Repeat string five times
-

Stage C

10 Yard Line: 12 rounds, all from Gun Ready Position

- (1) Begin at 10 yd line in Gun Ready Position
 - (2) Fire 6 rounds in 6 seconds, then complete a tactical reload
 - (3) Fire 6 rounds in 6 seconds
-

Stage D

15 Yard Line: 12 rounds in 15 seconds (5 seconds added for revolvers and low capacity semi-autos)

- 1) Begin at 15 yd line standing behind folding chair
 - 2) Kneel, draw, and fire 12 rounds from low cover in 15 seconds
-

Stage E

25 Yard Line: 12 rounds in 35 seconds (5 seconds added for revolvers and low capacity semi-autos)

- 1) Begin at 25 yd line, on both knees behind barricade
- 2) Draw, go to prone position, and fire 6 rounds
- 3) Return to kneeling position and fire 6 rounds kneeling

Handgun Qualification Course #4
Minimum score = 70%
50 Rounds and folding chair

Stage A

5 Yard Line: 10 rounds; (must be fired on the move, one participant at a time)

- (1) Begin at the 10 yd line
 - (2) Draw and fire 5 rounds in 8 seconds while advancing to the 5 yd line
 - (3) Remain at 5 yd line
 - (4) Draw and fire 5 rounds in 8 seconds while retreating to the 10 yd line
-

Stage B

10 Yard Line: 10 rounds; all from Gun Ready Position

- (1) Fire 2 rounds in 2 seconds,
 - (2) Repeat string four times
-

Stage C

10 Yard Line: 10 rounds in 15 seconds (18 seconds for revolvers)

- (1) Begin with 4 rounds loaded in weapon
 - (2) Draw and fire 10 rounds in 15 seconds with slide-lock reload for semi-autos
-

Stage D

15 Yard Line: 10 rounds; 5 shots in 8 seconds, each string

- (1) Begin at 10 yd line
 - (2) Draw and fire 5 rounds in 8 seconds while retreating to the 15 yd line,
 - (3) Repeat string
-

Stage E

15 Yard Line: 10 rounds in 20 seconds (5 seconds added for revolvers and low capacity autos)

- (1) Begin at 15 yd line kneeling behind folding chair
- (2) Draw and fire 5 rounds around the side of the folding chair, move to other side of chair and fire remaining 5 rounds.
- (3) Weapon hand with support should be encouraged throughout string of fire as well a straight finger during movement.

Handgun Qualification Course #5
5-shot Revolver or 8-round and lesser capacity Semiautomatic Pistols
50 Rounds, barricade and folding chair

Stage A

25 Yard Line: 5 rounds in 15 seconds

- (1) Begin standing behind barricade
 - (2) Draw and fire 5 rounds
-

Stage B

15 Yard Line: 10 rounds in 25 seconds

- (1) Begin at 25 yd line
 - (2) Rapidly advance to 15 yd line
 - (3) Fire 10 rounds
-

Stage C

10 Yard Line: 15 rounds

- (1) Begin at 10 yd line
 - (2) Draw and fire 5 rounds in 7 seconds,
 - (3) Drop to kneeling position behind folding chair & reload
 - (4) From Gun Ready, kneeling behind the folding chair, fire 5 rounds in 5 seconds
 - (5) Repeat string
-

Stage D

5 Yard Line: 10 rounds; (must be fired on the move, one participant at a time)

- (1) Begin at 10 yd line
 - (2) Draw and fire 5 rounds in 5 seconds while advancing to 5 yd line
 - (3) Repeat string
-

Stage E

2 Yard Line: 10 rounds; (must be fired on the move, one participant at a time)

- (1) Begin at 2 yd line
- (2) Draw and fire 5 rounds in 7 seconds while retreating to 5 yd line
- (3) Repeat string

Shotgun Qualification Course #1

Minimum score = no more than 1 flyer off Silhouette with each round of buckshot

16 Rounds, 00 Buckshot, 1 round handgun ammunition,

3 silhouette targets (Stage D Only)

All strings begin from Low Ready (shouldered but muzzle depressed to reveal target)

Muzzle indexed at the bottom of the target

Tactical Reloading with shotgun shouldered should be encouraged throughout Course of Fire

Stage A

5 Yard Line: 3 rounds;

- (1) Fire 1 shot in 1 second
 - (2) Fire 2 shots in 2 seconds,
-

Stage B

10 Yard Line: 3 rounds;

- (1) Fire 1 shot in 1 second
 - (2) Fire 2 shots in 2 seconds,
-

Stage C

15 Yard Line: 3 rounds;

- (1) Fire 1 shots in 2 seconds,
 - (2) Fire 2 shots in 3 seconds,
 - (3) Fire 2 shots in 3 seconds,
-

Stage D

7 Yard Line: 5 rounds shotgun and 1 round pistol in 15 seconds; - 3 targets.

- (1) Fire 5 shotgun rounds on the target array as follows: T-1, T-2, T-3, T-3, T-2
- (2) Snap trigger on T-1 and transition to holstered pistol.
- (3) Fire 1 pistol round on T-1, strong hand only

Transition to pistol can be accomplished in two ways:

- (1) Leave shotgun shouldered and on target. Draw pistol with strong hand, align pistol muzzle with shotgun barrel toward target and fire.
- (2) Leave butt of shotgun stock elevated at shoulder and sweep shotgun muzzle downward and toward reaction side with muzzle generally downrange; draw and fire pistol.

Rifle Qualification Course #1
Minimum score = 70% on Silhouette target
All Ammunition MUST be Duty Ammunition

Stage A

100 Yard Line Minimum

- (1) 20 Rounds from standing, kneeling, sitting or prone positions
-

Rifle Qualification Course #2
Minimum score = **90%** on Silhouette target
All Ammunition MUST be Duty Ammunition

Stage A

50 Yard Line Minimum and less than 100 yards

- (1) 20 Rounds from standing, kneeling, sitting or prone positions
-

Patrol Rifle Qualification Course #1
Minimum score = 70% on Silhouette target
All Ammunition MUST be Duty Ammunition

Stage A

50 Yard Line Minimum

- (1) 20 Rounds from standing, kneeling, sitting, or prone positions
 - (2) 5 Rounds, reload and 5 Rounds in 10 seconds, from standing, kneeling, sitting, or prone positions
-

Patrol Rifle Qualification Course #2
Minimum score = **90%** on Silhouette target
All Ammunition MUST be Duty Ammunition

Stage A

10 Yard Line Minimum and less than 50 yards

- (1) 20 Rounds from standing, kneeling, sitting, or prone positions
 - (2) 5 Rounds, reload and 5 Rounds in 10 seconds, from standing, kneeling, sitting, or prone positions
-

Fully Automatic Weapon Course #1
Minimum score = 70% on Silhouette target
All Ammunition MUST be Duty Ammunition

Stage A

7 - 10 Yard Line Minimum –

- (1) 15 Rounds in short bursts from Low Ready Position
- (2) 5 Rounds, reload and 5 Rounds in 10 seconds, from High Ready Position
- (3) 5 Rounds semiautomatic, if possible with weapon

APPENDIX B

Texas Commission on Law Enforcement Standards and Education

Rule 217.21

§217.21. Firearms Proficiency Requirements.

- (a) Each agency or entity that employs at least two peace officers shall:
 - (1) require each peace officer that it employs to successfully complete the current firearms proficiency requirements at least once each year;
 - (2) designate a firearms proficiency officer to be responsible for the documentation of annual firearms proficiency. The documentation for each officer shall include:
 - (A) date of qualification;
 - (B) identification of officer;
 - (C) firearm manufacturer, model;
 - (D) results of qualifying; and
 - (E) course(s) of fire.
 - (3) keep on file and in a format readily accessible to the commission a copy of all records of this proficiency.
- (b) The annual firearms proficiency requirements shall include:
 - (1) an external inspection by the proficiency officer, range officer, firearms instructor, or gunsmith to determine the safety and functioning of the weapon(s);
 - (2) a proficiency demonstration in the care and cleaning of the weapon(s) used; and
 - (3) a course of fire that meets or exceeds the minimum standards.
- (c) The minimum standards for the annual firearms proficiency course of fire shall be:
 - (1) handguns - a minimum of 50 rounds, including at least five rounds of duty ammunition, fired at ranges from point-blank to at least 15 yards with at least 20 rounds at or beyond seven yards, including at least one timed reload;
 - (2) shotguns - a minimum of five rounds of duty ammunition fired at a range of at least 15 yards;
 - (3) rifles - a minimum of 20 rounds of duty ammunition fired at a range of at least 100 yards, however an agency may, in its discretion, allow a range of less than 100 yards but not less than 50 yards if the minimum passing percentage is raised to 90;
 - (4) patrol rifles - a minimum of 30 rounds of duty ammunition fired at a range of at least 50 yards, including at least one timed reload; however, an agency may, in its discretion, allow a range of less than 50 yards but not less than 10 yards if the minimum passing percentage is raised to 90;
 - (5) fully automatic weapons - a minimum of 30 rounds of duty ammunition fired at ranges from seven to at least 10 yards, including at least one timed reload, with at least 25 rounds fired in full automatic (short bursts of two or three rounds), and at least five rounds fired semi-automatic, if possible with the weapon.
- (d) The minimum passing percentage shall be 70 for each firearm.
- (e) The executive director may, upon written agency request, waive a peace officer's demonstration of weapons proficiency based on a determination that the requirement causes a hardship.
- (f) The effective date of this section is June 1, 2004.