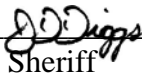


YORK-POQUOSON SHERIFF'S OFFICE	RULES AND REGULATIONS
SUBJECT: Weapons	NUMBER: RR 1-18
EFFECTIVE DATE: March 1, 2021	REVIEW DATE: November 4, 2020
AMENDS/SUPERSEDES: RR 1-18, January 28, 2019	APPROVED: _____  Sheriff
VLEPSC: ADM.05.02, ADM.06.01, ADM 06.02	

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20 **POLICY**

21

22 A deputy sheriff's firearm is perhaps the most visible symbol of his or her authority and role. In

23 fact, every contact with a citizen is an armed encounter because the deputy always carries a

24 loaded firearm. In the interest of public safety, the Sheriff's Office sets high standards of

25 performance for its personnel who use weapons. Sheriff's Office policy ensures that members

26 are properly trained not only in the use of appropriate weapons and the circumstances of their

27 use, but also in their safety and maintenance, regarding both on-duty and off-duty weapons.

28 Command staff, supervisors and the Sheriff's Office armorer shall rigorously enforce Sheriff's

29 Office weapon standards. Sworn personnel shall qualify at least two times a year with all agency

30 issued firearms carried, annually with off duty firearms and at least every other year with all non-

31 firearms. Firearms include agency issued, and those personally owned that are approved and

32 carried as a secondary/back-up on-duty and off-duty. All deputy sheriffs must qualify at or

33 above the minimum agency required standard. Firearms qualification shall be fired on an

34 approved range under the supervision of a certified firearms instructor.

35

36 **PURPOSE**

37

38 To establish policy and procedures governing the carrying, care, and maintenance of issued and
39 personally owned weapons, the selection and use of ammunition and holsters, firearms training,
40 and qualification.

41

42 **PROCEDURES**

43

44 • Issuance of weapons

45 ○ Only those deputy sheriffs who have received appropriate DCJS approved firearms
46 training, and have received, acknowledged and been trained on the [GO 2-6, Use of](#)
47 [Force](#), shall be issued firearms.

48 ○ Only those deputy sheriffs who have received appropriate DCJS or manufacturer
49 approved training on the use of non-lethal weapons, and have received,
50 acknowledged and been trained on the [GO 2-6, Use of Force](#), shall be issued non-
51 lethal weapons.

52 ○ Only those deputy sheriffs who have demonstrated proficiency in weapons use shall
53 be authorized to carry any issued or off duty/secondary weapon.

54 ○ The armorer shall issue agency-owned weapons to authorized personnel.

55 ○ Sworn personnel shall carry their issued firearm as their on-duty weapon unless
56 otherwise authorized by the Sheriff or his designee.

57 ○ Agency-owned firearms that become unserviceable or are no longer needed shall be
58 returned to the armorer.

59 ○ Agency issued handguns shall be of 40 caliber, 9mm or 38 caliber for Special
60 Investigations Unit investigators.

61 ○ Other caliber weapons may be authorized for undercover or other specific duties at
62 the discretion of the Sheriff or his designee.

63

64 • Duty weapons

65 ○ While on duty, deputies shall carry an agency issued weapon unless special
66 circumstances warrant otherwise and approved by the Sheriff or his designee. Special
67 circumstances may include but are not limited to:

68 ■ Undercover operations where a full sized or compact duty weapon is not
69 appropriate.

70 ■ Special assignments where concealment of a duty weapon is difficult.

71

72 ○ Agency ammunition shall be issued for all agencies approved duty-carry weapons.

73 ○ The training coordinator shall maintain a record of all weapons carried and qualified
74 with by deputies either on or off-duty.

75 ○ The record will list weapon make, model, caliber, date of issue, qualification course
76 fired and location where qualification course was fired and qualification scores.

77 ○ The training coordinator shall annually review the records to ensure that all personnel
78 carrying weapons on or off duty qualify at a minimum annually.

79 ○ Weapons training for ERT members will be scheduled by the ERT Commander.

80 ○ Documentation of firearms qualifications for ERT members will be recorded in the
81 same format as other agency weapons qualifications and forwarded to the training
82 coordinator.

83

- 84 • Security of weapons
- 85 ○ Deputy Sheriffs are responsible for the care, cleaning, and security of issued
- 86 weapons.
- 87 ○ Deputies who have been issued rifles will be issued a chain and lock or other locking
- 88 device to secure the weapon in the trunk or other compartments of their assigned
- 89 vehicle.
- 90 ○ All weapons shall be removed from vehicles before leaving them at any garage or
- 91 service department, and trunk chain locks left open if so issued.
- 92
- 93 • Agency Armorer/ firearms instructors
- 94 ○ The Sheriff will ensure the availability of a trained armorer, either through the use of
- 95 a Sheriff's Office employee or contracting with an armorer in another jurisdiction.
- 96 ○ The duties of the armorer are as follows:
- 97 ▪ Maintain issued county-owned weapons and associated equipment.
- 98 ▪ Inspect all weapons being returned to the armory to ensure they are clean and
- 99 serviceable.
- 100 ▪ Repair all returned malfunctioning weapons.
- 101 ▪ Maintain records of issuance, care, and maintenance of departmental weapons and
- 102 associated items.
- 103 ▪ Approve and Issue departmental duty ammunition.
- 104 ▪ Inspect and certify as serviceable personal-owned firearms that are authorized for
- 105 duty-carry, secondary/back-up on-duty or off-duty use.
- 106 ▪ Approve the type of holsters for secondary/back-up on-duty and off-duty use.
- 107 ▪ Inspect all weapons used by deputies both on-duty and off duty annually.
- 108 ▪ The armorer, through the training coordinator, shall maintain a record of all
- 109 firearms that have been deemed as safe and with which deputies have qualified.
- 110 ▪ This record shall include the following:
- 111 ❖ Deputy's name and identification number.
- 112 ❖ Make and model of weapon.
- 113 ❖ Serial number of weapon.
- 114 ❖ Course of qualification fire.
- 115 ❖ Location of qualification course of fire.
- 116 ❖ Qualification score(s)
- 117
- 118 ▪ The armorer shall be a firearms instructor certified by the Department of Criminal
- 119 Justice Services and will be the lead firearms instructor of the agency.
- 120
- 121 • Firearms instructors
- 122 ○ Other deputies may be certified as firearms instructors, but usually will not be
- 123 assigned primary armorer duties.
- 124 ○ Firearms instructors shall maintain certification by the Department of Criminal
- 125 Justice Services.
- 126 ○ The Sheriff or his designee will ensure that at least two agency employees:
- 127 ▪ Achieve and maintain certification as firearms instructors.
- 128

- 129 ○ Firearms instructors shall conduct range training as required and assist the armorer as
130 needed.
131
- 132 ● Modification of weapons
 - 133 ○ Departmental weapons shall not be modified or altered without expressed permission
134 from the Agency Armorer, except as listed below:
 - 135 ▪ Substitution of grips.
 - 136 ▪ Grip sleeves are authorized.
 - 137 ▪ Grips shall be of high quality rubber, polyurethane or non-slip applicate.
 - 138 ▪ Grips shall be plain black.
 - 139 ▪ Target-style grips or any grips which interfere with the loading of the weapon are
140 prohibited.
 - 141 ▪ Modification of privately owned weapons approved for duty-carry,
142 Secondary/Back-up on-duty weapons shall meet the above requirements.
 - 143
 - 144 ● Firearms inspections
 - 145 ○ Supervisors shall inspect subordinate deputies' issued firearms at least semi-annually
146 to ensure that they are maintained in a clean and serviceable condition.
 - 147 ○ Supervisors shall report any weapon discrepancy where repair is needed to the
148 armorer.
 - 149 ○ Firearms inspections by supervisors shall include handguns only.
 - 150 ○ All specialized weapons including, but not limited to, less lethal shotguns and rifles
151 shall be inspected annually by the armorer.
 - 152 ○ In all cases, duty ammunition shall be inspected to ensure that it is of departmental
153 issue, of correct quantity, and in serviceable condition.
 - 154 ○ Upon completion of inspections, the supervisor shall forward an inspection report to
155 the applicable division commander documenting the following information:
 - 156 ▪ The date the inspection was held.
 - 157 ▪ The name of each deputy inspected.
 - 158 ▪ The findings of the inspection.
 - 159
 - 160 ● Secondary on-duty/back-up Weapons
 - 161 ○ Secondary/back-up on-duty weapons, either revolvers or semi-automatic pistols, and
162 their ammunition, will be purchased at the deputy's expense.
 - 163 ○ The Agency Armorer shall approve all secondary/back-up weapons before they may
164 be carried.
 - 165 ○ Revolvers and semi-automatics shall not be smaller than .380 caliber and shall not be
166 larger than .45 caliber.
 - 167 ○ Prior to carrying any secondary/back-up on-duty, deputies shall qualify with that
168 weapon annually during range qualification. See Firearms Qualifications below.
 - 169 ○ All holsters for an issued weapon carried off-duty or for a secondary/back-up on-
170 duty/ off-duty weapon shall be of an approved type.
 - 171 ○ All holsters shall provide retention when exerting strenuous physical activity and
172 shall cover the trigger.
 - 173 ○ The armorer shall maintain a record of all weapons carried by each deputy

- 174 ○ Non-issued lethal or non-lethal personal weapons shall not be carried either on-duty
175 or off-duty unless it have been approved by the armorer.
176
- 177 ● Off-duty weapons and carry policy
- 178 ○ Deputies may carry, while off-duty, either an issued handgun or one purchased at his/
179 her expense, subject to the requirements listed below.
- 180 ○ Deputies are encouraged, but not required, to carry a handgun when off-duty.
- 181 ○ Any deputy who elects not to carry a handgun while off-duty shall not be subject to
182 disciplinary action if an occasion should arise in which he or she could have taken
183 law enforcement action if he were armed.
- 184 ○ Off duty handguns, other than agency issued duty handguns, either revolvers or semi-
185 automatic pistols, and their ammunition, will be purchased at the deputy's expense.
- 186 ○ The Agency Armorer shall approve all off-duty handguns before they may be carried.
- 187 ○ Revolvers and semi-automatics shall not be smaller than .380 caliber and shall not be
188 larger than .45 caliber.
- 189 ○ Prior to carrying any personally owned off-duty handguns, deputies shall qualify with
190 that handgun(s) at a minimum annually during range qualification. See Firearms
191 Qualifications below.
- 192 ○ All holsters for issued handguns carried off-duty or personally owned off-duty
193 handguns shall be of an approved type.
- 194 ○ All holsters shall provide retention when exerting strenuous physical activity and
195 shall cover the trigger.
- 196 ○ The armorer shall maintain a record of all handguns carried off duty by each deputy
- 197 ○ While off duty and operating a Sheriff's Office vehicle, deputies shall be armed with
198 an approved weapon and shall carry badge and/ or Sheriff's Office identification.
- 199 ○ Deputy Sheriffs shall not carry weapons when off-duty in situations that are
200 inappropriate, particularly when the deputy may or intends to consume alcoholic
201 beverages.
- 202 ○ Deputies who have consumed alcoholic beverages shall not carry an off-duty weapon
203 under any circumstances.
- 204 ○ Deputy Sheriffs who carry off-duty weapons must understand that in some social
205 situations the carrying of a firearm is inappropriate.
- 206 ○ All deputy sheriffs shall submit off-duty handguns they wish to carry to the Agency
207 Armorer for inspection and fire an agency approved off duty weapon qualification
208 course with a passing score before carrying the off duty weapon.
- 209 ○ While off-duty, handguns shall be carried safely and concealed from public view.
- 210 ○ Deputy sheriff's shall carry Sheriff's Office identification and badge at all times when
211 carrying a firearm off-duty unless:
- 212 ■ Carrying a firearm under the authority of a valid issued concealed weapons
213 permit.
- 214 ❖ Deputies carrying firearms under authority of a valid concealed weapons
215 permit are not entitled to the same provisions and protections afforded by the
216 [Law Enforcement Safety Act](#) and must abide by all laws and regulations
217 commensurate with a concealed weapons permit.
- 218 ❖ Deputies shall not carry an agency issued firearm when carrying under a valid
219 concealed weapons permit.

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- Shotguns
 - The Sheriff’s Office does not issue or permit the carrying, while on duty, of any shotguns other than those used with less lethal munitions or breaching munitions used exclusively by Emergency Response Team members, except:
 - Shotguns with lethal munitions may be issued, when required, for attendance in the Basic Law Enforcement Academy and Firearms Instructor Training Course.
 - When issued for the Basic Law Enforcement Academy or Firearms Instructor Course Training, the shotgun shall:
 - ❖ Remain unloaded secured in the vehicle trunk during transport.
 - ❖ Shall only be loaded while on the firing range and under the supervision of a firearms instructor.
 - ❖ Only sufficient ammunition for the training shall be issued.
 - ❖ As soon as possible after the training is completed the shotgun and any unfired ammunition shall be returned to the agency armorer who shall verify no lethal ammunition is loaded in the shotgun.
 - Deputies may be authorized to carry shotguns with less-lethal munitions (see Less Lethal Munitions below) breaching munitions by Emergency Response Team members.
 - Deputies issued less lethal shotguns or breaching munitions shotguns shall not carry any form of lethal shotgun ammunition on their person or in their sheriff’s office vehicle.
 - Shotguns shall not be modified except with the expressed authorization of the Sheriff in consultation with the agency Armorer.
- Rifles
 - Increasingly, law enforcement officers are encountering criminal suspects armed with high-capacity semi-auto and fully automatic rifles.
 - Agencies carrying only handguns are severely limited when engaging an adversary with one of these weapons.
 - To meet this demand:
 - A limited number of deputies shall be authorized to carry rifles on each shift.
 - Prior to carrying an authorized rifle, deputies shall pass the Sheriff’s Office authorized rifle qualification course before carrying such weapon.
 - Generally, rifles will be departmentally owned and issued.
 - The rifle:
 - ❖ Has an increased range of fire as opposed to a handgun or shotgun and is a more accurate weapon.
 - ❖ Is easier to control than a shotgun and personnel are better able to master the basics of the weapon.
 - ❖ Has a larger magazine capacity and is easier to reload.
 - ❖ Has the ability to defeat commonly-available body armor, which is being used with increased frequency by the armed professional criminal.
 - Patrol rifles shall be a 5.56 (.223) caliber.

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- The use of personally owned rifles must be individually approved for use on-duty use by the Sheriff in consultation with the Agency Armorer.
 - Personal rifles used for duty purposes will be subject to the same guidelines and restrictions as described in this policy.
 - Personal rifles are subject to investigative seizure following any use of force where the rifle was used.
 - Deputies wishing to carry a personally owned rifle for duty use shall submit the weapon to the Agency Armorer for inspection and approval.
 - If approved, the Agency Armorer will draft a waiver, including the make, model, serial number, owner, and the date of inspection.
 - The Agency Armorer, Sheriff and the employee will sign the memo before being placed in the firearms section of the employees training file.
 - All other conditions imposed for on-duty and agency owned rifles apply.
- Storage of rifles
 - Rifles are to be maintained and stored in the deputy's assigned vehicle in mission ready condition and are subject to inspection at all times by higher authority.
 - Deputies who have been assigned rifles may be issued a chain and lock or other lockable container or device to secure the rifle in the trunk of their assigned vehicle or a cage mounted locking vertical mount.
 - Deputies assigned SUVs do not have the ability to secure a rifle with a chain and lock. Due to this special circumstance, deputies assigned a SUV will secure their rifle in a mounted lockable rack or mounted lockable storage box.
 - If the deputy's vehicle does not have one of the previously listed security measures, he/she will secure the rifle in their residence at the end of each tour of duty.
 - Rifles shall be utilized when there is a need for:
 - Increased range of fire and/or a more accurate weapon.
 - Larger magazine capacity.
 - To defeat commonly-available body armor, when used by armed criminal(s).
 - Tactical situations where deputies encounter criminal suspects armed with high-capacity semi-auto and fully automatic rifles.
 - Deputies shall only utilize departmental issued rifle ammunition.
 - Rifles shall not be changed or modified except with the expressed authorization of the Sheriff or Agency Armorer.
 - Emergency Response Team (ERT) weapons standards/qualifications are identified in [GO 2-43, Emergency Response Team Operations](#)

PROCEDURES

- 304
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- Firearms Qualifications – Day qualifications
 - Every deputy shall be required to fire a qualifying score with all issued firearms at a minimum annually.
 - Annual firearms qualifications shall include a review and acknowledgement of [GO 2-6, Use of Force](#).

- 311 ❖ The York-Poquoson Sheriff's Office requires all sworn personnel to qualify
312 with agency issued weapons two time a year.
313
- 314 ○ Every deputy shall, with their issued duty weapon(s), fire a course fire that is
315 approved by the Virginia Department of Criminal Justice Services and this agency.
 - 316 ○ These courses of fire require deputies to shoot at distances of 7, 15, and 25 yards.
 - 317 ○ Stationary targets or turning targets shall be used and the course is fired in full
318 daylight conditions.
 - 319 ○ All deputies will be required to fire, at a minimum of two times a year, a qualification
320 score of at least 70%.
 - 321 ○ Higher qualification scores are required for participation in the career ladder program
322 and for assignment to the Emergency Response Team.
 - 323 ▪ Emergency Response Team – 90%
 - 324 ▪ Career Ladder Program
 - 325 ❖ Deputy First Class – 80%
 - 326 ❖ Master Deputy – 85%
 - 327
 - 328 ○ Deputy Sheriffs shall be given 3 attempts to shoot a qualifying score during weapons
329 qualification shoots.
 - 330 ○ Prior to the day(s) of Sheriff's Office qualification, remedial training shall be made
331 available to those personnel with identified skill deficiencies or who request remedial
332 training.
 - 333 ○ Deficiencies include, but are not limited to:
 - 334 ▪ Poor qualification scores.
 - 335 ▪ Difficulty with holster use.
 - 336 ▪ Difficulty manipulating the weapon such as reloads or malfunction correction.
 - 337 ▪ General marksmanship.
 - 338
 - 339 ○ Deputy Sheriffs shall be ordered into mandatory remedial firearms training for the
340 following:
 - 341 ▪ Failure to shoot a score of (70%) in the 1st attempt,
 - 342 ▪ Failure to shoot a qualifying score (80%) after three attempts.
 - 343
 - 344 ○ Remedial training shall be conducted by a [DCJS](#) approved firearms instructor
 - 345 ○ Remedial training will be designed to address specific problems with shooting
346 technique.
 - 347 ○ Deputies may request to attend remedial or enhancement training for additional skill
348 development if they have not been designated to attend.
 - 349 ○ Deputies shall not be permitted to attempt to qualify more than three times per
350 weapon on any given day.
 - 351 ○ Deputies who fail to qualify with a minimum score of 70%, after three attempts, with
352 their duty weapon shall be relieved of active duty or placed in an administrative role
353 where they shall not carry a firearm and immediately placed in remedial training.
 - 354 ○ Deputies relieved from active duty for to failure to qualify will remain in that status
355 until a 70% or higher is achieved with their duty weapon.

- 356 ○ Deputies who cannot qualify with a minimum score of 70% within thirty days of the
357 original failed qualification may be subject to administrative termination.
- 358 ○ Deputies shall qualify with all issued and individually owned secondary/back-up
359 weapons at least annually.
- 360 ○ Only weapons and ammunition issued by the agency or approved personally owned
361 off duty and secondary/back-up weapons shall be used during qualifications.
- 362 ○ Deputies using their personally owned weapons for off duty and secondary/back-up
363 purposes shall provide, at their expense, their own ammunition, approved by the
364 agency armorer, for qualifications. Exceptions may be made if the secondary/back-
365 up or off duty weapon is the same caliber as agency issued weapons and sufficient
366 quantities of agency ammunition is available.
- 367 ○ See policy [RR 1-12C Firing Range/Training Facility](#) for guidelines regarding range
368 operations and conduct.
- 369
- 370 ● Firearms Qualifications – Night/Low-Light
- 371 ○ Deputies shall receive familiarization training in a Night/low-light handgun firing in a
372 course that has been approved by the agency lead firearms instructor in consultation
373 with the Sheriff or his designee.
- 374 ○ The night/low-light training course shall be fired from no further than 15-yards.
- 375 ○ The night/low-light course will require the use of the agency issued handgun,
376 handheld flashlights and/or weapon mounted light systems.
- 377
- 378 ● Firearms Qualifications – Off-Duty Weapons and Secondary/back-up firearms
- 379 ○ Deputies wishing to qualify with an approved off-duty weapon or secondary/back-up
380 firearm shall complete an agency approved Off-Duty qualification course.
- 381 ○ The off duty course shall be fired using an approved holster.
- 382 ○ A minimum score of 70% is required for the deputy to be able carry the off duty
383 weapon or secondary/back-up weapon.
- 384 ○ The course of fire requires deputies to shoot at distances of 3, 7 and 15-yards.
- 385 ○ Deputies shall not be permitted to attempt to qualify more than three times with an
386 off-duty weapon on any given day.
- 387 ○ Deputies who fail to qualify with their off duty or secondary/back-up weapon will not
388 be authorized to carry that weapon as an off-duty or secondary/back-up weapon.
- 389
- 390 ● Firearms Qualifications – Retirees
- 391 ○ In accordance with the provisions of the [Law Enforcement Safety Act](#), the Sheriff's
392 Office shall provide an opportunity for retired Law Enforcement Officers to fire an
393 annual qualification course.
- 394 ○ The retiree qualification course will be the Sheriff's Office approved off duty
395 firearms course.
- 396 ○ The retiree qualification course will typically be held during agency scheduled
397 qualifications.
- 398 ○ Retirees who fail to qualify under the conditions described in the off duty weapons
399 qualifications will not be issued an identification card that permits national concealed
400 carry in accordance with the [Law Enforcement Officers Safety Act](#).
- 401

- 402
- 403 • Safety
 - 404 ○ See policy [RR 1-12C Firing Range/Training Facility](#), for rules regarding firearms
 - 405 safety and range conduct.
 - 406 ○ Deputies are not immune from provisions of [18.2-56.2 Allowing access to firearms](#)
 - 407 [by children](#) and shall abide by the provisions of this code section.
 - 408 ○ All deputy sheriffs shall receive a safety briefing prior to beginning any course of
 - 409 fire.
 - 410 ○ The safety briefing shall cover basic firearms safety practices and range rules,
 - 411 including the course of fire and disciplinary actions for non-compliance.
 - 412 ○ Before going to the shooting line, each deputy shall wear approved protection for
 - 413 eyes and ears.
 - 414 ○ The York-Poquoson Sheriff's Office conducts hot range training. No deputy shall
 - 415 draw a weapon until the firearms instructor has given permission to execute an action
 - 416 ○ Once a shooting phase has begun, weapons shall be kept pointed down range, and
 - 417 deputies shall remain facing their targets.
 - 418 ○ A deputy shall raise his hand to draw the instructor's attention if he or she
 - 419 misunderstands a command.
 - 420 ○ In case of a malfunction, check the magazine and safely attempt to clear the weapon
 - 421 with the weapons pointed down range at all times.
 - 422 ○ At no time shall anyone go beyond the firing line until it is safe, and then only when
 - 423 the firearms instructor-in-charge gives the command.
 - 424 ○ Keep the trigger finger out of the trigger guard and away from the trigger until the
 - 425 weapon is to be fired.
 - 426 ○ With the cylinder or chamber open, always check the weapon twice to make sure it is
 - 427 unloaded.
 - 428 • Rifles training and qualifications
 - 429 ○ Prior to being authorized to carry a rifle on duty, deputies shall receive training with
 - 430 the rifle and fire a course of fire with a qualifying score of at least 80%, at a minimum
 - 431 two times a year, with the rifle.
 - 432 ○ Rifle training and qualification shall include:
 - 433 ■ Rifle operation, disassembly, assembly, nomenclature, and cleaning.
 - 434 ❖ Firing an agency approved course of fire.
 - 435
 - 436 ○ Deputies issued patrol rifles or carrying personally owned patrol rifles, who fail to
 - 437 shoot a qualifying score after the 1st attempt, shall be ordered into remedial patrol
 - 438 rifle training.
 - 439 ■ Deputies who shoot a qualifying score in a 2nd or 3rd attempt will be permitted to
 - 440 continue to carry their issued patrol rifle but shall still attend remedial firearms
 - 441 training.
 - 442 ■ Deputies who fail to shoot a qualifying score after 3 attempts shall turn in their
 - 443 patrol rifle and be prohibited from carrying an agency or personal patrol rifle until
 - 444 such time as they attend mandated remedial training and subsequently shoot a
 - 445 qualifying score.

- 446 ○ Deputies issued patrol rifles who fail to shoot a qualifying score after 3 attempts at 2
447 consecutive scheduled firearms qualifications shall immediately turn in their patrol
448 rifle and be prohibited from carrying a patrol rifle on duty.
- 449 ▪ Deputy Sheriffs who fail to qualify with a patrol rifle at 2 consecutive scheduled
450 qualification shoots shall not be re-issued a patrol rifle or be authorized to carry a
451 personal patrol rifle on duty until:
- 452 ❖ With supervisor’s permission, re-attend and pass a basic patrol rifle course
453 and shoot a qualifying score.
- 454
- 455 ▪ Deputy Sheriffs who fail to shoot a qualifying score with the patrol rifle at the
456 next scheduled qualification, following re-attendance of the basic patrol rifle
457 course, shall immediately turn in their patrol rifle and be prohibited from carrying
458 a patrol rifle on duty.
- 459 ▪ Deputy Sheriffs, after attending the patrol rifle basic course a second time, who
460 shoot a qualifying score at the next scheduled qualification then subsequently fail
461 to shoot a qualifying score at any 2 consecutive scheduled qualifications shall turn
462 in their patrol rifle and be prohibited from carrying a patrol rifle on duty.
- 463 ❖ These deputy sheriffs shall not be eligible to re-attend a basic patrol rifle
464 course.
- 465 ❖ A waiver from this requirement may be granted by the Sheriff if there is a
466 medical reason that prevents a deputy sheriff from being able to shoot during
467 any scheduled qualifications.
- 468 ✓ Deputy Sheriffs granted a waiver shall be required to shoot a qualifying
469 score as soon as possible upon return to full duty.
- 470
- 471 ● Additional firearms training requirements
- 472 ○ Deputies will receive tactical training dealing with the use of verbal commands,
473 shooting in various postures and positions, and use of cover and concealment.
- 474 ○ Prior to carrying any firearm, deputies shall successfully complete the basic training
475 academy firearms module or equivalent. Deputies must also be trained and
476 demonstrate proficiency in each authorized type of weapon prior to carrying that
477 specific weapon.
- 478 ○ Deputies shall be trained in and have access to of [GO 2-6, Use of Force](#) prior to
479 carrying a firearm and the agency armorer shall ensure that [GO 2-6 Use of Force](#), is
480 reviewed with all sworn personnel at least annually.
- 481 ○ This review may be conducted by shift supervisors and verified by a signed receipt to
482 the agency armorer.
- 483 ○ No sworn employee will be allowed to continue carrying a firearm unless he or she
484 has at least annually reviewed [GO 2-6, Use of Force](#)
- 485 ○ Deputy Sheriffs who have taken extensive leave or suffered an illness or injury that
486 could affect their ability to use firearms may be required to re-qualify before
487 returning to enforcement duties.
- 488

LESS-LETHAL Impact MUNITIONS

- 491 ● Less-lethal impact munitions – general

- 492 ○ Less-lethal munitions may be used when such force is necessary and appropriate to
493 reduce the potential for death or serious injury to any persons, including the suspect.
494 ○ Less-lethal force can be used to:
495 ▪ De-escalate a dangerous or potentially deadly situation.
496 ▪ Control, detain or arrest a subject/suspect acting aggressively toward deputies or
497 others when a level IV use of force is justified.
498 ▪ Protect deputies or other persons from harm, including the subject/suspect from
499 self-inflicted injury.
500
- 501 ● Less-lethal impact munitions training
 - 502 ○ All deputies shall receive less-lethal training prior to utilizing less-lethal munitions
 - 503 ○ Classroom training shall include the operation, nomenclature, and cleaning of each
504 specific weapon to be used and all associated munitions.
 - 505 ○ Training shall be consistent with that of the manufacturer’s recommendations and
506 shall include qualifying on an approved course of fire, and passing an approved
507 written test.
 - 508
 - 509 ● Use of less-lethal impact munitions
 - 510 ○ The use of kinetic impact munitions is prohibited unless such use is necessary to
511 protect the law enforcement officer or another person from bodily injury.
 - 512 ▪ Kinetic impact munitions are defined in Section 19.2-83.3., Code of Virginia, as:
 - 513 ❖ Baton rounds, either rubber or foam;
 - 514 ❖ Bean bag rounds;
 - 515 ❖ Plastic, wood, rubber or rubber coated projectiles.
 - 516
 - 517 ○ Use of less-lethal munitions shall be consistent with that of the manufacturer’s
518 recommendations.
 - 519 ○ The primary less-lethal impact munition for patrol deputies will be the 12-gauge
520 sock/beanbag round.
 - 521 ○ The less-lethal projectile should be directed at, “primary areas” on the agency less
522 lethal chart, in circumstances where death or serious physical injury would not be
523 acceptable.
 - 524 ○ Target areas shall be identified during course instruction.
 - 525 ○ Illustrations of target areas shall be included with the storage of each less- lethal
526 weapon.
 - 527 ○ Deputies are authorized to consider targets in higher risk areas, if the force is:
 - 528 ▪ Justified based on the circumstances present, and:
 - 529 ❖ Efforts to subdue the suspect using a primary area are ineffective,
530 inappropriate, or too dangerous.
 - 531 ➤ Example: A suspect with a machete is walking toward you, while the
532 cover deputy is preparing to use deadly force. A sock/beanbag to the solar
533 plexus may be his own chance for survival or the need to stop outweighs
534 the increased potential for injury.
 - 535
 - 536 ○ Deputies who are issued less lethal shotguns shall not carry upon their person or in
537 their patrol vehicle any form of lethal shot gun ammunition.

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- Other less lethal Impact munitions
 - Specialized impact munitions such as foam batons and impact chemical munitions shall be used only by ERT personnel trained in their application, and then only under direct orders of the Sheriff or incident commander.
- First aid and medical treatment
 - First aid and medical treatment shall be provided, when needed or requested, to all subjects taken into custody who have been impacted by less-lethal impact munitions.
 - When medical attention is needed or requested, it should be initiated as soon as practical after deployment to ensure “the safety of the subject”.
 - In cases where medical treatment is needed, hospital and EMS personnel should be informed of possible injuries that may result from deploying less-lethal munitions.

NON-FIREARM WEAPONS

- Every deputy sheriff authorized to carry non-firearms weapons shall receive retraining on the specific weapon at a minimum of every 2 calendar years following issuance of the weapon.
- Expandable baton
 - The expandable baton is an impact weapon.
 - The Sheriff’s Office authorizes the carrying and use of the expandable baton as the only striking weapon for deputies.
 - All other forms of striking or punching weapons are prohibited for carrying or use, including but not limited to:
 - saps,
 - blackjacks,
 - slapjacks,
 - nunchaku, and
 - brass knuckles
 - Deputies who carry the expandable baton shall be trained and certified prior to its use.
 - See policy [RR 2-6, Use of Force](#) for further.
- Pepper spray
 - The use of chemical agents is restricted to situations where higher levels of force are unnecessary and lesser levels are inappropriate or ineffective.
 - Only chemical weapons issued by the York-Poquoson Sheriff’s Office are authorized for use.
 - Pepper spray is the primary chemical weapon issued to patrol and court/civil deputies.
 - Deputies who carry pepper spray shall be trained and certified prior to its use.
 - Certification in the use of pepper spray shall require:
 - ❖ Classroom training on pepper spray and its use.
 - ❖ Full-face exposure to pepper spray.

- 584 ○ Deputies shall ensure that pepper spray containers have a valid date.
585 ○ Pepper spray containers are considered valid if the current date does not exceed the
586 manufacturer expiration.
587 ○ See policy [RR 2-6, Use of Force](#) for further.
588
- 589 ● Other chemical agents
 - 590 ○ Specialized chemical agents such as chemical munitions shall be used only by ERT
591 personnel trained in their application, and then only under direct orders of the Sheriff
592 or incident commander.
 - 593 ○ When the use of chemical munitions is authorized, observe the following:
 - 594 ▪ These chemicals are used primarily in dealing with unruly crowds and armed
595 barricaded subjects.
 - 596 ▪ Gas canisters or projectiles are used to disperse unruly crowds and induce the
597 surrender of barricaded subjects when negotiations have failed.
 - 598 ▪ Chemical munitions gun or launcher may be used to fire projectiles into the area
599 of an armed, barricaded suspect when the use of hand-tossed canisters is unsafe or
600 impractical.
 - 601 ▪ Chemical munitions may be deployed by:
 - 602 ❖ Throwing manually,
 - 603 ❖ Fired by launcher or gun.
 - 604 ▪ The accidental result of fire should be considered anytime a chemical weapons
605 device is utilized that includes a thermal ignition or incendiary device. In these
606 cases, the fire department should be notified and be on stand-by.
607
 - 609 ● First aid and medical treatment
 - 610 ○ First aid and medical treatment shall be provided, when needed or requested, to all
611 subjects taken into custody who have been impacted by pepper spray or other
612 chemical agent.
 - 613 ○ When medical attention is needed or requested, it should be initiated as soon as
614 practical after deployment to ensure “the safety of the subject”.
 - 616 ● Non-firearms training
 - 617 ○ All deputies shall receive training and be certified in the use of the following:
 - 618 ▪ Expandable baton,
 - 619 ▪ Taser
 - 620 ▪ Pepper spray, or
 - 621 ▪ Any other chemical agent prior to carrying or utilizing said weapons.
 - 622 ○ Training shall be consistent with that of the manufacturer’s specific recommendations
 - 623 ○ Deputy Sheriffs shall undergo refresher training and any required qualifications at
624 least every other year for all authorized/issued non-firearm weapons.
 - 625 ○ Deputy Sheriffs who have taken extensive leave or suffered an illness or injury that
626 could affect their ability to use non-firearms weapons shall undergo re-training and
627 any required qualifications prior to returning to enforcement duties.
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- 629

630 **TASER WEAPONS**

631

632 • Taser – general

633 ○ The Taser can be used when such force is necessary and appropriate to reduce the
634 potential for death or serious injury to all persons, including the suspect.

635 ○ The Taser can be used to:

636 ▪ De-escalate a dangerous or potentially deadly situation.

637 ▪ Control, detain or arrest a subject/suspect acting aggressively against a deputy or
638 other persons.

639 ▪ Protect deputies or other persons from harm, including the subject/suspect from
640 self-inflicted injury

641 ▪ See policy [RR 2-6, Use of Force](#) for further.

642

643 • Taser training

644 ○ Authorized deputies shall receive training prior to utilization of the Taser.

645 ○ Practical and classroom training shall include the capabilities, operation, and
646 nomenclature of the Taser weapon, and associated cartridges.

647 ○ Training shall be consistent with that of the manufacturer’s recommendations,
648 including an approved written test.