

<b>YORK-POQUOSON SHERIFF'S OFFICE</b>	<b>RULES AND REGULATIONS</b>
<b>SUBJECT: Weapons</b>	<b>NUMBER: RR 1-18</b>
<b>EFFECTIVE DATE: August 2, 2020</b>	<b>REVIEW DATE: June 2, 2020</b>
<b>AMENDS/SUPERSEDES: RR 1-18, January 28, 2019</b>	<b>APPROVED:</b> _____  Sheriff
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19

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
  - Agency Armorer/ firearms instructors
    - 93 ○ The Sheriff will ensure the availability of a trained armorer, either through the use of
    - 94 a Sheriff's Office employee or contracting with an armorer in another jurisdiction.
    - 95 ○ The duties of the armorer are as follows:
      - 96 ■ Maintain issued county-owned weapons and associated equipment.
      - 97 ■ Inspect all weapons being returned to the armory to ensure they are clean and
      - 98 serviceable.
      - 99 ■ Repair all returned malfunctioning weapons.
      - 100 ■ Maintain records of issuance, care, and maintenance of departmental weapons and
      - 101 associated items.
      - 102 ■ Approve and Issue departmental duty ammunition.
      - 103 ■ Inspect and certify as serviceable personal-owned firearms that are authorized for
      - 104 duty-carry, secondary/back-up on-duty or off-duty use.
      - 105 ■ Approve the type of holsters for secondary/back-up on-duty and off-duty use.
      - 106 ■ Inspect all weapons used by deputies both on-duty and off duty annually.
      - 107 ■ The armorer, through the training coordinator, shall maintain a record of all
      - 108 firearms that have been deemed as safe and with which deputies have qualified.
      - 109 ■ This record shall include the following:
        - 110 ❖ Deputy's name and identification number.
        - 111 ❖ Make and model of weapon.
        - 112 ❖ Serial number of weapon.
        - 113 ❖ Course of qualification fire.
        - 114 ❖ Location of qualification course of fire.
        - 115 ❖ Qualification score(s)
        - 116
        - 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
  - Firearms instructors
    - 121 ○ Other deputies may be certified as firearms instructors, but usually will not be
    - 122 assigned primary armorer duties.
    - 123 ○ Firearms instructors shall maintain certification by the Department of Criminal
    - 124 Justice Services.
    - 125 ○ The Sheriff or his designee will ensure that at least two agency employees:
      - 126 ■ Achieve and maintain certification as firearms instructors.
      - 127
      - 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.

- 266           ▪ The use of personally owned rifles must be individually approved for use on-duty
- 267           use by the Sheriff in consultation with the Agency Armorer.
- 268           ▪ Personal rifles used for duty purposes will be subject to the same guidelines and
- 269           restrictions as described in this policy.
- 270           ▪ Personal rifles are subject to investigative seizure following any use of force
- 271           where the rifle was used.
- 272           ▪ Deputies wishing to carry a personally owned rifle for duty use shall submit the
- 273           weapon to the Agency Armorer for inspection and approval.
- 274           ▪ If approved, the Agency Armorer will draft a waiver, including the make, model,
- 275           serial number, owner, and the date of inspection.
- 276           ▪ The Agency Armorer, Sheriff and the employee will sign the memo before being
- 277           placed in the firearms section of the employees training file.
- 278           ▪ All other conditions imposed for on-duty and agency owned rifles apply.
- 279
- 280       • Storage of rifles
- 281           ○ Rifles are to be maintained and stored in the deputy's assigned vehicle in mission
- 282           ready condition and are subject to inspection at all times by higher authority.
- 283           ○ Deputies who have been assigned rifles may be issued a chain and lock or other
- 284           lockable container or device to secure the rifle in the trunk of their assigned vehicle or
- 285           a cage mounted locking vertical mount.
- 286           ○ Deputies assigned SUVs do not have the ability to secure a rifle with a chain and
- 287           lock. Due to this special circumstance, deputies assigned a SUV will secure their rifle
- 288           in a mounted lockable rack or mounted lockable storage box.
- 289           ○ If the deputy's vehicle does not have one of the previously listed security measures,
- 290           he/she will secure the rifle in their residence at the end of each tour of duty.
- 291           ○ Rifles shall be utilized when there is a need for:
- 292           ▪ Increased range of fire and/or a more accurate weapon.
- 293           ▪ Larger magazine capacity.
- 294           ▪ To defeat commonly-available body armor, when used by armed criminal(s).
- 295           ▪ Tactical situations where deputies encounter criminal suspects armed with high-
- 296           capacity semi-auto and fully automatic rifles.
- 297           ▪ Deputies shall only utilize departmental issued rifle ammunition.
- 298           ▪ Rifles shall not be changed or modified except with the expressed authorization of
- 299           the Sheriff or Agency Armorer.
- 300
- 301           ○ Emergency Response Team (ERT) weapons standards/qualifications are identified in
- 302           [GO 2-43, Emergency Response Team Operations](#)
- 303

## 304 **PROCEDURES**

- 306       • Firearms Qualifications – Day qualifications
- 307           ○ Every deputy shall be required to fire a qualifying score with all issued firearms at a
- 308           minimum annually.
- 309           ▪ Annual firearms qualifications shall include a review and acknowledgement of
- 310           [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 1<sup>st</sup> attempt, shall be ordered into remedial patrol
  - 438 rifle training.
  - 439 ■ Deputies who shoot a qualifying score in a 2<sup>nd</sup> or 3<sup>rd</sup> 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**

- 490
- 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           ○ Use of less-lethal munitions shall be consistent with that of the manufacturer’s  
511           recommendations.
    - 512           ○ The primary less-lethal impact munition for patrol deputies will be the 12-gauge  
513           sock/beanbag round.
    - 514           ○ The less-lethal projectile should be directed at, “primary areas” on the agency less  
515           lethal chart, in circumstances where death or serious physical injury would not be  
516           acceptable.
    - 517           ○ Target areas shall be identified during course instruction.
    - 518           ○ Illustrations of target areas shall be included with the storage of each less- lethal  
519           weapon.
    - 520           ○ Deputies are authorized to consider targets in higher risk areas, if the force is:  
521           ▪ Justified based on the circumstances present, and:  
522            ❖ Efforts to subdue the suspect using a primary area are ineffective,  
523            inappropriate, or too dangerous.  
524            ➤ Example: A suspect with a machete is walking toward you, while the  
525           cover deputy is preparing to use deadly force. A sock/beanbag to the solar  
526           plexus may be his own chance for survival or the need to stop outweighs  
527           the increased potential for injury.
  - 528
  - 529           ○ Deputies who are issued less lethal shotguns shall not carry upon their person or in  
530           their patrol vehicle any form of lethal shot gun ammunition.  
531
  - 532       ● Other less lethal Impact munitions
    - 533           ○ Specialized impact munitions such as foam batons and impact chemical munitions  
534           shall be used only by ERT personnel trained in their application, and then only under  
535           direct orders of the Sheriff or incident commander.
  - 536
  - 537       ● First aid and medical treatment

- 538           ○ First aid and medical treatment shall be provided, when needed or requested, to all  
539 subjects taken into custody who have been impacted by less-lethal impact munitions.  
540           ○ When medical attention is needed or requested, it should be initiated as soon as  
541 practical after deployment to ensure “the safety of the subject”.  
542           ○ In cases where medical treatment is needed, hospital and EMS personnel should be  
543 informed of possible injuries that may result from deploying less-lethal munitions.  
544

## 545 **NON-FIREARM WEAPONS**

- 546
- 547           ● Every deputy sheriff authorized to carry non-firearms weapons shall receive retraining on  
548 the specific weapon at a minimum of every 2 calendar years following issuance of the  
549 weapon.  
550
  - 551           ● Expandable baton
    - 552           ○ The expandable baton is an impact weapon.
    - 553           ○ The Sheriff’s Office authorizes the carrying and use of the expandable baton as the  
554 only striking weapon for deputies.
    - 555           ○ All other forms of striking or punching weapons are prohibited for carrying or use,  
556 including but not limited to:
      - 557           ▪ saps,
      - 558           ▪ blackjacks,
      - 559           ▪ slapjacks,
      - 560           ▪ nunchaku, and
      - 561           ▪ brass knuckles
    - 562
    - 563           ○ Deputies who carry the expandable baton shall be trained and certified prior to its use.
    - 564           ○ See policy [RR 2-6, Use of Force](#) for further.  
565
  - 566           ● Pepper spray
    - 567           ○ The use of chemical agents is restricted to situations where higher levels of force are  
568 unnecessary and lesser levels are inappropriate or ineffective.
    - 569           ○ Only chemical weapons issued by the York-Poquoson Sheriff’s Office are authorized  
570 for use.
    - 571           ○ Pepper spray is the primary chemical weapon issued to patrol and court/civil deputies.
    - 572           ○ Deputies who carry pepper spray shall be trained and certified prior to its use.
      - 573           ▪ Certification in the use of pepper spray shall require:
        - 574           ❖ Classroom training on pepper spray and its use.
        - 575           ❖ Full-face exposure to pepper spray.
      - 576
    - 577           ○ Deputies shall ensure that pepper spray containers have a valid date.
    - 578           ○ Pepper spray containers are considered valid if the current date does not exceed the  
579 manufacturer expiration.
    - 580           ○ See policy [RR 2-6, Use of Force](#) for further.  
581
  - 582           ● Other chemical agents

- 583 ○ Specialized chemical agents such as chemical munitions shall be used only by ERT  
584 personnel trained in their application, and then only under direct orders of the Sheriff  
585 or incident commander.
- 586 ○ When the use of chemical munitions is authorized, observe the following:
- 587     ▪ These chemicals are used primarily in dealing with unruly crowds and armed  
588     barricaded subjects.
- 589     ▪ Gas canisters or projectiles are used to disperse unruly crowds and induce the  
590     surrender of barricaded subjects when negotiations have failed.
- 591     ▪ Chemical munitions gun or launcher may be used to fire projectiles into the area  
592     of an armed, barricaded suspect when the use of hand-tossed canisters is unsafe or  
593     impractical.
- 594     ▪ Chemical munitions may be deployed by:
- 595         ❖ Throwing manually,  
596         ❖ Fired by launcher or gun.
- 597
- 598     ▪ The accidental result of fire should be considered anytime a chemical weapons  
599     device is utilized that includes a thermal ignition or incendiary device. In these  
600     cases, the fire department should be notified and be on stand-by.
- 601
- 602 ● First aid and medical treatment
- 603     ○ First aid and medical treatment shall be provided, when needed or requested, to all  
604     subjects taken into custody who have been impacted by pepper spray or other  
605     chemical agent.
- 606     ○ When medical attention is needed or requested, it should be initiated as soon as  
607     practical after deployment to ensure “the safety of the subject”.
- 608
- 609 ● Non-firearms training
- 610     ○ All deputies shall receive training and be certified in the use of the following:
- 611         ▪ Expandable baton,  
612         ▪ Taser  
613         ▪ Pepper spray, or  
614         ▪ Any other chemical agent prior to carrying or utilizing said weapons.
- 615
- 616     ○ Training shall be consistent with that of the manufacturer’s specific recommendations
- 617     ○ Deputy Sheriffs shall undergo refresher training and any required qualifications at  
618     least every other year for all authorized/issued non-firearm weapons.
- 619     ○ Deputy Sheriffs who have taken extensive leave or suffered an illness or injury that  
620     could affect their ability to use non-firearms weapons shall undergo re-training and  
621     any required qualifications prior to returning to enforcement duties.
- 622

## 623 **TASER WEAPONS**

- 624
- 625 ● Taser – general
- 626     ○ The Taser can be used when such force is necessary and appropriate to reduce the  
627     potential for death or serious injury to all persons, including the suspect.
- 628     ○ The Taser can be used to:

- 629
- 630
- 631
- 632
- 633
- 634
- 635
- 636
- 637
- 638
- 639
- 640
- 641
- De-escalate a dangerous or potentially deadly situation.
  - Control, detain or arrest a subject/suspect acting aggressively against a deputy or other persons.
  - Protect deputies or other persons from harm, including the subject/suspect from self-inflicted injury
  - See policy [RR 2-6, Use of Force](#) for further.
- Taser training
    - Authorized deputies shall receive training prior to utilization of the Taser.
    - Practical and classroom training shall include the capabilities, operation, and nomenclature of the Taser weapon, and associated cartridges.
    - Training shall be consistent with that of the manufacturer's recommendations, including an approved written test.