POLICY/PURPOSE:

It is the intent of this policy to ensure that officers of the Cedar Rapids Police Department (CRPD) are provided the opportunity, ability, and guidance necessary to procure weapons in which the officer and department are confident in its capabilities to perform the task of allowing the officer to protect others and themselves while in either an on or an off-duty status. Only personnel demonstrating proficiency in the use of agency authorized weapons are approved to carry such weapons. [1.3.10] All firearms owned by employees, for use while in any official capacity, shall be approved by the CRPD. The firearm shall not be carried or utilized in any official capacity until such approval is obtained. Officers employed by the CRPD are required to carry semi-automatic pistols issued by the Department as their regulation duty sidearm.

DEFINITIONS & CLASSIFICATIONS:

Authority to Carry and Possess – Refer to the State Code of Iowa 724.2 which gives Peace Officers authority to possess offensive weapons. [1.2.2]

Uniform Duty Weapon - This is the classification for the weapon that is used/carried in the uniform equipment holster attached to the duty belt. Sub-Compact variations (barrel length less than 3 ½”) of any of the approved weapons are not authorized as uniform duty weapons. This weapon must be carried with a minimum of two (2) additional magazines for reloading.

Plain-Clothes Duty Weapon - This is the classification for the weapon that is worn in a plain-clothes capacity as the primary weapon it shall be carried in a holster. This may be the same weapon as the uniform duty weapon or a shorter barrel version may be authorized. This weapon must be carried with a minimum of one (1) additional magazine for reloading.

Duty Weapon - Any weapon, to include long guns that will be used in an official capacity. Duty weapons must be capable of conducting the state mandated qualification course, or a course established by the CRPD, to the required standards.

Second Gun/Back-Up Weapon - This is the classification for a weapon that is carried as a back-up weapon to either the uniform duty weapon or the plain-clothes duty weapon. This weapon must be carried concealed from view and in a holster. This weapon system must be capable of conducting a department approved qualification course to the required standards.

Off-Duty Weapon - This is the classification for any weapon that is carried solely in an off-duty capacity.
WEAPON REQUIREMENTS: [1.3.9a]

LESS LETHAL WEAPONS & METHODS: [1.3.4]
Officers are not permitted to use a less-lethal weapon unless qualified in its proficient use as determined by departmental training procedures.

The following less lethal weapons are authorized:

- Department issued CN and CS chemical agents
- ASP baton
- Street Defender as approved by departmental order
- Oleoresin Capsicum (OC) Pepper Spray or Foam
- 37mm/40mm Launchers and Department authorized munitions
- Less lethal electronic control devices (Taser)
- 12 gauge sock rounds
- Distraction Devices
- Pepper Ball System

Taser: [1.3.4; 1.3.9]
The Taser is considered an Intermediate Weapon control option. The decision to use the Taser will be determined by the actions of the subject, the threat perceived by the officer, and the totality of the circumstances surrounding the incident. Deployment is permitted when a subject poses an immediate, credible threat to the physical safety of an officer or someone else. The device cannot be used to force compliance of people who do not pose an immediate threat.

Tasers will only be utilized by those officers who have been trained and certified on the use of the Taser. Officers certified in the use of the Taser shall wear the Taser on their duty belt.

- Training is conducted in accordance with state, departmental, and Taser International standards. [1.3.10]
- When facing a firearm or extended distance deadly force threat, officers will not use a Taser unless there is deadly force back-up and circumstances permit such use.
- When a subject is taken into custody after the use of the Taser, a field commander will be notified and the subject will be provided a medical evaluation. [1.3.5]
Officers deploying the Taser will so note in the Incident Report. Photographs of any injuries to the subject will be taken to include the area where the probes attached to the subject's body. Photos will be taken of the spent cartridge and probes. These items can then be properly disposed of (probes in sharps container).

- Officers deploying the Taser will download the firing data from the Taser and include a copy with the Incident Report. The Use of Force Report (CRPD #753) shall be reviewed by the Patrol Division Commander and shall be forwarded to Professional Standards.
- After a Taser deployment, the Chief of Police may convene a Taser Review Board. The Taser Review Board shall consist of a Taser Instructor, a Defensive Tactics Instructor, and a third party selected by the first two (2) members. It will be the Board’s responsibility to examine use of force issues, Taser deployment issues, and usage that is consistent with established Department Directives. The Board will select a chairperson who will make a report to the Chief of Police of their findings. The Taser Review Board will convene annually and review the use of the Taser by Department members for that period. They will make an annual report to the Chief of Police.
- Any officer who has an unintentional discharge of their Taser will immediately notify their Shift Commander. The officer will complete a memo describing the circumstances surrounding the incident. An officer who has a negligent discharge of their Taser will be subject to Department discipline; and/or the officer may be required to attend remedial training in the proper use and deployment of the Taser.

**Duty Knife: [41.3.4]**

Officers are authorized to possess and use a duty knife for general work as well as for limited defensive purposes. The primary purpose of a knife is for the use as a cutting or prying tool to assist officers in their daily duties. While not considered to be a primary weapon of choice for life defense, an officer may, under extraordinary circumstances use the duty knife for the defense of their own life or the lives of others. All officers who opt to carry a knife will receive training in its use for defensive purposes prior to authorization to carry the knife. [1.3.10]

The following specifications will be adhered to, with the exception of specialty assignments, where by the use or carry of a knife is specific to the duties as prescribed in the assignment (i.e. SRT or HDU) and authorized by the officer’s unit or division commander. Officers may carry a manual opening/folding or fixed blade knife on their person, limited to blade length of 5 inches:
- A fixed blade knife will be in a scabbard or carrier.
- A folding knife may be carried in a covered pouch on the duty belt. The pouch will be consistent with the appearance of the duty belt.
Any knife will be carried unobtrusively (preferably concealed). Officer and suspect accessibility to the knife should be considered when determining carry options.

Duty knives will be inspected with the officer’s monthly line inspection to ensure they conform to department standards. [1.3.9c]

**Handgun:**
Officers employed by the CRPD are required to carry semi-automatic pistols from the authorized weapon manufacturer, as designated by the Chief of Police, as their regulation duty sidearm. In addition to manufacturer, this weapon shall meet all required criteria to include caliber, barrel length, and firing mechanism.

- Currently Authorized Duty Weapon Manufacturer: GLOCK
  - Except as authorized for specific needs
- Currently Authorized Duty Weapon Caliber: 40 S&W
  - Except as authorized for specific needs
- Barrel Length
  - Uniform Duty Semi-Automatics – Shall be no more than 4 ½"
  - Plain-Clothes Duty Semi-Automatics – Shall be no more than 4 ½"
- Authorized Duty Weapon Firing Mechanism: Semi-Auto Pistol

**Departmental Patrol Rifles:**
Officers employed by the CRPD may carry semi-automatic rifles from the authorized weapon manufacturer, as designated by the Chief of Police.

**Currently authorized Patrol Rifle:**
- Rock River AR or equivalent manufacturer AR .223/5.56cal
  - Officers may carry their personal rifle with approval of the Designated Lead Firearms Instructor as designated by the Captain of Admin Operations
- While carried in the squad car, the patrol rifle will be in the “patrol ready” status – Bolt forward, dust cover closed, 30 round magazine inserted in magazine well and safety on.
- The rifle will be stored locked in the rifle rack, or secured in a case in the trunk/cargo area.
**POLICY TITLE:** Authorized Weapons, Ammunition and Proficiency  

**STANDARD/REF #:** 1.2.2; 1.3.4; 1.3.9; 1.3.10; 1.3.11; 33.1.5; 41.3.4  

**APPROVED BY:** Wayne Jerman, Chief  

**REVIEWED DATE:** 12/14/2018  

**REQUIRED REVIEWERS:** Administrative Operations Captain; Patrol Captain; Lead Firearms Instructor  

**REVISED DATE:** 12/14/2018  

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**Departmental Shotgun:**  
Currently authorized:  
- Remington 870 Police 12 gauge-pump  
- While carried in the squad car, the shotgun will be in the “cruiser ready” status – with four rounds in the magazine tube, an empty chamber, and the hammer/trigger in the un-cocked position, with safety on.  
- The shotgun will be stored locked in the shotgun rack, or secured in a case in the trunk/cargo area.  

**Special Assignment Exemptions:**  
Personnel that are assigned to special assignments and have a demonstrated need for variation from this policy shall submit a request for waiver in writing through their chain of command to the Chief of Police stating the justification and the weapon specifics. The waiver must be approved prior to the carrying of that weapon. All qualification requirements and standards must be completed prior to submission of the waiver.  

**Second Gun or Back-Up Weapons – Carrying on Duty:** [41.3.4]  
Employees on duty may carry second guns or back-up weapons, either on their person, or in their vehicles. These weapons, if carried, shall be secured at all times and if carried by officers on their person, the weapon shall be secured in a holster. The holster must be one that protects/covers the trigger. Back-up firearms may only be used if the primary sidearm has become inoperable or inaccessible. These weapons must be approved and capable of qualifying on the mandated qualification course to the required standards.  

Qualified weapons may be carried as a primary duty weapon, if approved by the supervising commander, for certain plain clothes or undercover assignments where maximum concealment is desired.  

**Special Use Firearms:**  
- Remington 700 (Certified Special Response Team Operators)  
- Barrett M82A1 (Certified Special Response Team Operators)  

**Weapons Lights & Lasers:**  
Officer’s may not install and/or use laser systems on their weapons and only approved lighting systems are allowed.
Off Duty Side Arms:
Officers are required to qualify with back-up weapons, but are not required to qualify with personal weapons not intended for duty use. Unqualified weapons may only be carried if the officer has a valid “Non-Professional” Iowa Permit to Carry Weapons. Any weapon carried that has not been qualified is restricted to the same rules as a civilian with the same permit.

If the officer does not have a “Non-Professional” permit, and wishes to carry under the “Law Enforcement” permit, the weapon carried must comply with the qualification standards.

Per the Law Enforcement Officers Safety Act (LEOSA), active and retired officers are exempt from state and local laws prohibiting the carry of concealed firearms.

Although LEOSA preempts state and local laws, there are notable exceptions:
- The laws of any state that permit private persons or entities to prohibit or restrict the possession of concealed firearms on their property (such as bars, private clubs, amusement parks, etc.)
- Prohibit or restrict the possession of firearms on any state or local government property, installation, building, base, or park
- LEOSA does not override the federal Gun-Free School Zone Act (GFSZA) which prohibits carrying a firearm within 1,000 feet of elementary or secondary schools.

Primary side arms carried by Officers engaged in police-related extra work, while in uniform or in plain-clothes, shall be confined to primary duty regulation side arms. Officers carrying a second gun or back-up weapons shall conform to CRPD regulations.

Side arms carried by off duty employees not engaged in police related work can be of any manufacturer or caliber.

Ammunition: [1.3.9b]
Duty ammunition for all department issued firearms will be authorized by the Chief of Police or their designee and consists of:
- .40cal duty ammo: Federal P40HST1
- .223 duty ammo: Speer Gold Dot 64gr
- 12ga slug: Federal LEB 127LRS
- 12ga buckshot: Federal LE 132-00

Back-up and off-duty weapons should contain ammunition of the officer’s choice, in accordance with state and federal laws.
USE OF AUTOMATIC RIFLES & SUBMACHINE GUNS: [1.3.10]
Officers shall not use automatic weapons without the approval of a Commanding Officer, and only if the officer is qualified in the use of the assigned weapons. It is the Commanding Officer’s responsibility to verify qualification prior to authorizing the use of these weapons.

FIREARMS MAINTENANCE & LOADING RESTRICTIONS:
Whenever possible and practical, Officers shall clean, repair, load, or unload firearms in designated/approved areas of the station. This restriction does not apply to the Police Firing Range nor shall it apply to side arms when loading or unloading is ordered by a Commanding Officer for inspection purposes.

- A bullet trap will be used whenever one is available.
- Officers are responsible for basic routine cleaning and maintenance of their weapon(s), and will ensure that it is clean and functional at all times.
- After training or other approved use on duty, if there is not time to clean the weapon immediately after use, the officer must have a clean weapon upon returning to their next work assignment.
- Any problem, damage, or unsafe condition of the firearm will immediately be reported to a department armorer.
- No repairs, maintenance, parts removal or alteration, and no accessories may be added to any firearm except by a department armorer.
- Any alterations or accessories must be approved by the Designated Lead Firearms Instructor or designee, and/or the Chief of Police.
- It will be the responsibility of the Division Commander and/or the Division Commander’s designee to inspect all firearms used by their division on a monthly basis.

Loading requirements for duty weapons:
- The magazine in the firearm will be loaded to its maximum capacity and topped off after chambering a round. Additional magazine(s) will be loaded to capacity.

STORAGE & SECURITY OF FIREARMS: [1.3.9f]
While off duty, Officers will ensure that any department issued firearm(s) is/are properly secured. Department issued firearms may be stored in the officers secured locker.

- Rifles and shotguns being stored in an officer’s locker will be unloaded and cased.

While travelling to and from work, department issued firearms not worn in a holster on the officer will be secured unloaded and cased in the trunk or storage area of the vehicle out of plain view.
Officer storing department issued firearms inside their residence will adhere to the provision outlined in Iowa State Code 724.22(7). Officers are supplied with a locking device for their handgun and are encouraged to obtain a cable-style gunlock for each additional agency-authorized firearm.

- Cedar Rapids Police Department personnel responsible for firearms training will issue gunlocks to Officers of the Department who request them.

**CIVILIAN PROFESSIONAL WEAPONS PERMIT:**
Civilian employees who carry weapons under the authority of a “Professional” or “Non-Professional” weapons permit will abide by City of Cedar Rapids employee policy and the restrictions, as set forth in Iowa code, for the specific permit type.

**LOSS OR REPLACEMENT OF FIREARMS:**
Any loss or replacement of firearms shall be reported immediately by the individual to their Division Commander through his/her immediate supervisor. If the weapon was stolen, an Incident Report shall be made.

**Inspection/Maintenance Records:**
- Department issued firearms assignment, inspection, and maintenance records shall be maintained by the Designated Lead Firearms Instructor or designated department firearms instructor/armorer. [1.3.9e]
- Duty weapons will be subject to annual armorer’s maintenance inspections. [1.3.9c]

**Unsafe Weapons:** [1.3.9d]
- Weapons which are determined to be unsafe through officer reports, inspections, or malfunction will be removed from service immediately.
- If the weapon is department issued, another department weapon will be issued.

**BASIC FIREARMS QUALIFICATION:**
The firearms training/qualification course will include the proper use of non-deadly force, the proper use of deadly force, the applicable constitutional, federal, and state law, and Departmental Directives.

The qualification course shall be administered by the Designated Lead Firearms Instructor or a Firearms Instructor. [1.3.11a] Officers participating in the qualification course shall be required to qualify during the training session. Any member who fails to score 80% or greater shall be assigned to a firearms retraining course. Other members may be assigned at the discretion of the Chief of Police upon recommendation by the Designated Lead Firearms Instructor.
If an officer fails to qualify, the officer will be allowed no more than 2 additional attempts, which can be on that day. If the officer still is unable to qualify, the officer must complete any retraining and qualify within 30 days.

Retraining: [1.3.11c]
Retraining sessions will consist of basic firearms instruction designed to give the Officer a desirable level of shooting proficiency. The officer will then be allowed another opportunity to qualify. Any officer who again fails to qualify will be assigned to another retraining session, with a different instructor.
- If after two (2) retraining sessions the Officer has failed to qualify, they shall be referred to the Chief of Police for possible transfer or reassignment to alternative duties until qualification is achieved and may be subject to review for retention as a certified officer based on ILEA standards and requirements.
- All retraining qualifications will be observed by at least 2 firearms instructors, or one instructor and the Designated Lead Firearms Instructor or one instructor and a commander. If possible, the second person can be of the officer’s choosing.
- In order to build and maintain a level of confidence and proficiency, any officer who required retraining to qualify should re-qualify once a quarter until the next department annual qualification.

Retired Officers:
Retired officers qualified to obtain a Concealed Weapon permit must:
- Schedule a qualification shoot through the Training Coordinator, Designated Lead Firearms Instructor, or a CRPD Firearms Instructor
- All ammunition and firearms will be the responsibility of the retired officer
- CRPD Designated Lead Firearms Instructor will keep a database of qualification dates and firearms
- Sign the Agreement for Use of Pistol Range Form (CRPD #405)
- Restrictions are of those as outlined in the Law Enforcement Officer Safety Act (LEOSA) and any set forth in the issued Concealed Weapon permit.
- Retired officers must have on their person a photographic CRPD retired officer identification card and Concealed Weapon permit at all times when carrying a weapon

Failure to qualify or complete remedial training: [33.1.5]
- Remedial training and additional qualification attempts will be given to any qualified retired officer who fails to qualify
- If the retired officer fails to qualify on the second attempt, the Firearms Instructor will:
  o Complete a form outlining the retiree’s name and noting that they have failed to qualify
Firearms Range:
The Firearms Range will be made available for supervised practice at times other than those scheduled for qualification.

- There will be no shooting at the range without a firearms instructor present.
  - A minimum of two employees must be present when any shooting occurs - a firearms instructor and at least one other employee.

- On-duty firearms instructors or the Designated Lead Firearms Instructor will be available on specific dates for supervised practice. A notice of such practice shall be posted at least one (1) week before the scheduled practice dates.

- Officers may practice at the range at these times in order to retain proficiency in the use of their firearms. Such practice sessions shall be conducted during the Officer’s off-duty time. The Department will not authorize overtime compensation for practice sessions.

- On-duty Officers may attend scheduled practice sessions with approval of their supervisor.

- During the open range days, officers may bring their personal weapons and ammunition to shoot, as long as they comply with any restrictions set forth by range rules and regulations.

- Scheduling the range will be through the Designated Lead Firearms Instructor or their designee.

- The Department will furnish members with sufficient ammunition for qualification and supervised practice for their issued service weapons. A Range Officer at the Pistol Range will issue the ammunition.

Rifle Training & Qualification:
Officers issued rifles will successfully complete training in their use. Training shall consist of rifle proficiency and training in the tactical uses and advantages of the patrol rifle as well as proper use of non-deadly and deadly force, along with the applicable constitutional, federal, and state law, and Department Directives regarding such use of force.

- Officers may use personally owned rifles, but they must be pre-approved by the Chief of Police and/or the Designated Lead Firearms Instructor. [41.3.4]

- All standards for the rifle, ammunition, and care/maintenance will be adhered to under the same guidelines and requirements for department issued rifles.

- A personal rifle will be inspected during annual weapons inspections.

- No alterations or repairs may be made to the rifle unless it is done by a department armorer, the weapon’s manufacturer, or a certified warranty service center for the weapon and its manufacturer. If a repair or alteration is done by the manufacturer or designee, a department
armorer must check and confirm the rifle is still within department guidelines prior to it being used on duty.

- Failure to comply with these guidelines immediately revokes the department’s approval for the rifle to be used on duty.

**DESIGNATED LEAD FIREARMS INSTRUCTOR & FIREARMS INSTRUCTORS:**
The Chief of Police will appoint a Designated Lead Firearms Instructor and Firearms Instructors to conduct firearms training and to serve as a committee to review and make recommendations concerning the development of the firearms training curriculum. The Designated Lead Firearms Instructor is responsible for the coordination and operation of all Department firearms activities and is in charge of all personnel present at the Range regardless of rank.

**RANGE RULES:**
Range safety rules are adopted and will be posted at the range facilities. They shall be communicated to everyone using the range, and shall be observed by everyone during all activities at the firearms range.

The CRPD range is considered a “hot range.” As on duty, when on the range weapons may be loaded unless otherwise directed by a firearms instructor, or in an area designated as “no loaded weapons” or “no ammunition”

Any supervisor at the range during an exercise will ensure that all range safety rules and rules of conduct are adhered to.

**Range Checklist**
The senior instructor for any agency or group using the range will complete the appropriate section(s) of the Range Checklist upon arrival and prior to leaving the range.

- Copies are available at the CRPD Command Office, in the Target/Maintenance garage, or may be requested by email or fax.
- They are to be turned in to the basket in the Target/Maintenance Garage, at the CRPD command office, or faxed attention to Designated Lead Firearms Instructor.

**AUTHORIZATION:**
Prior to authorization to carry a firearm or any less lethal weapons, officers shall receive a copy of and instruction in this policy. The copy may be a hard copy or electronic copy via PowerDMS. [1.3.12]
POLICY TITLE: Authorized Weapons, Ammunition and Proficiency

STANDARD/REF #: 1.2.2; 1.3.4; 1.3.9; 1.3.10; 1.3.11; 33.1.5; 41.3.4

APPROVED BY: Wayne Jerman, Chief

REVIEWED DATE: 12/14/2018

REQUIRED REVIEWERS: Administrative Operations Captain; Patrol Captain; Lead Firearms Instructor

REVISED DATE: 12/14/2018

TRAINING:
All personnel authorized to carry lethal weapons and/or Electronic Controlled Devices (ECD) (Tasers) will receive training on the Use of Force policy, related legal updates, and demonstrate proficiency at least annually. [1.3.10; 1.3.11]

- Training for other less lethal weapons and weaponless control techniques will be completed at minimum biennially (every other year). [1.3.11]
- Training and proficiency will be documented. [1.3.11b]