

Use of Killeen Police Academy Tactical Range By other Agencies

The following policy is an excerpt from the Killeen Police Department General Order related to the operation of the Tactical Range. Visiting agencies, recruit officers and other personnel will be held responsible for adhering to these and any other rules and regulations established by the Killeen Police Academy or their agency when not in conflict with this policy.

I. HANDLING OF FIREARMS

- A. Officers / Students shall not engage in any unsafe behavior with any weapons in a manner that endangers people or property.
- B. When Officers / Students are participating in training, the following procedures shall be followed:
 - 1. Dry fire exercises - This condition allows the Officer to train with the firearm in an unloaded condition (no magazine or ammunition present on the Officer). The weapon is deemed unloaded when the Firearms Instructor has checked the weapon before proceeding with the exercise. During these exercises, the weapon is handled as if it was loaded and applicable Range Rules apply. A Firearms Instructor shall monitor and supervise the exercise.
 - 2. Blue Gun exercises - This condition allows the Officer to train with the weapon in an unloaded condition and conduct training scenarios that depict real world encounters. The weapon is deemed a Blue Gun once a "blue" magazine is inserted into the magazine well and a Firearms Instructor has performed a clearance check. The magazine is incapable of being loaded by its construction and is easily observed by the instructors. The Firearms Instructor shall monitor and supervise the training exercise.
 - 3. Red Gun exercises - This condition allows the officer to train with a "Dummy" weapon. The weapon is an inoperable or replica type weapon used as a training aid. The weapon is used for training scenarios that may involve such real world encounters such as disarming techniques or traffic stops. The weapon can be dropped or used in a manner that would normally cause damage to a working firearm.
 - 4. Instructors shall monitor and supervise all training involving weapons. The instructor shall make sure that the training session remains safe and all participants involved are in the proper weapon status. Breaks or interruptions require the re-establishment of the exercise and weapon mode before proceeding.
- C. Officers / Students shall always exhibit a mature, responsible and safe attitude when handling live fire and training style weapons, regardless of weapon status.

II. TACTICAL FIRING RANGE AREA DEFINED

- A. The Tactical Firing Range Area is defined as that portion of City-owned land located south of the Killeen Transfer Station and past the gate located in view of the Range. All land within this area shall be defined as the Killeen Police Department Tactical Range.
- B. The Tactical Firing Range is also defined as "Range" and "Tactical Range" used throughout this General Order.

- C. The Tactical Firing Range is segmented into several live fire tables and facilities that include:
 - 1. Area 1 - This area includes the handgun and shotgun Range, classrooms, restroom, pavilion, range tower, maintenance, storage, helicopter pad and main parking lot.
 - 2. Area 2 - This area consists of the Tire House and surrounding grounds.
 - 3. Area 3 - This area begins after crossing the creek and ends at the next creek crossing, it includes the Scrambler, Rifle Deck and parking lot.
 - 4. Area 4 - This area begins after the second creek crossing from area 3. It includes the secondary pistol table, rifle deck, and other structures and simulators.
- D. Other areas of the City-owned land located outside of the Tactical Firing Range may be used for specialized training courses when approved by Academy Staff.

III. TACTICAL FIRING RANGE USE, AUTHORIZED PERSONNEL

- A. Licensed Peace Officers of this Department;
- B. Another Law Enforcement Agency / Department, when using it for proficiency testing or training. A Killeen Police Academy Range Instructor shall be present during the session.
- C. A Licensed Peace officer from another Agency / Department when accompanied by a Licensed Peace Officer of this Department.
- D. His/her family members may accompany a Licensed Peace Officer from this Department when the Officer is present.
- E. Department non-commissioned personnel when accompanied by a Licensed Peace Officer of this Department.
- F. Civilian personnel when attending a Firearms Training Course, Program or Presentation approved and conducted by this Department.
- G. A person on official business at the Range for reasons other than the actual use of firing tables. This may include city personnel, vendors and contract businesses.

IV. APPROVAL FOR USE OF THE TACTICAL FIRING RANGE

- A. Licensed members of this Department desiring to use the Range should contact the Academy Training Center and check on availability of the facility. Any course or training session conducted by this department or another agency shall have priority over individuals' use of the Range.
- B. Law Enforcement Agencies wishing to use the Range must contact the Coordinator of the Academy Training Center and check on availability. The Agency will be placed on the Range Schedule to avoid conflicts with other training sessions.
- C. Combination numbers to the gate and access to other facilities shall be kept confidential, Any keys to the Range shall not be duplicated without permission from the Academy Training Center Operations Lieutenant.
- D. Department Licensed Personnel should contact the Academy Training Center periodically to verify that the access numbers have not been changed.

V. WEAPONS THAT MAY BE USED ON THE TACTICAL FIRING RANGE

- A. Individual and Department handguns.

- B. Department and personal shotguns.
- C. Department shoulder weapons, includes sub-machine guns.
- D. Explosive devices and delivery systems associated with such devices when used during in a training course approved by the Academy Training Center.
- E. Another agency's handguns, shotguns and shoulder weapons used during proficiency testing and training.
- F. Chemical agents and delivery systems associated with these devices when used during in a training course approved by the Academy Training Center.
- G. Edged weapons, batons, simulation weapons and non-lethal weapons used during a training course approved by the Academy Training Center.
- H. Individual shoulder weapons shall be fired on the Rifle Range only. Personnel shall forward a memorandum to the attention of the Range Master describing the make, model, caliber and date the Rifle Range will be utilized. Personnel need not await a response in order to use the weapon at the Rifle Range.

VI. TACTICAL FIRING RANGE RULES

- A. Do not shoot at trees or use trees for target holders.
- B. There is no hunting authorized on the City owned property defined as the Transfer Station, Tactical Range and surrounding area.
- C. No rifle caliber weapons are authorized for use on the pistol tables without express permission of the Range Master.
- D. Do not fire rifle caliber or carbine caliber ammunition at the steel targets.
- E. Do not place glass, rocks, bricks or any other material not considered authorized targets downrange for use as a target. Certain training courses are exempt from this when approved by the Range Master.
- F. All gates to the Range area shall be secured after use; doors to facilities shall also be checked and secured after use.
- G. All trash shall be picked up and disposed of in the appropriate containers, items such as cardboard, paper and aluminum shall be place in the recycle bins located in Area 1.
- H. All spent cartridges (regardless of caliber) shall be picked up and placed in the containers marked for brass recycling.
- I. No vehicles are allowed on the grass areas of the Tactical Range. Vehicles must travel the paved roads within the areas and utilize the parking lots provided. Vehicles used in training exercises approved by the Academy Training Center and maintenance conducted by City or Academy Staff are exceptions to this rule.
- J. Acts committed by persons using the Tactical Range, which are classified as criminal conduct may result in criminal prosecution.
- K. Alcoholic beverages are prohibited in the area defined as the Tactical Range.

- L. Personnel traveling to and from the Range shall observe the posted speed limits within the Transfer Station Facility areas.
- M. Personnel shall report any damages caused or discovered immediately to the Academy Training Center.

VII. SAFETY RULES

A. General Rules

1. All weapons are considered loaded.
2. Always point the muzzle in a safe direction.
3. Keep your finger off the trigger until ready to fire.
4. Be sure of your target and what is beyond.
5. Ear and eye protection mandatory.
6. Know how the firearm operates.
7. Shoot only at authorized targets with berm protection.
8. Know where others are at all times.
9. Be aware of that certain circumstances may require additional rules.
10. Know and obey all department / agency rules and regulations regarding use of firearms.

B. Specific Rules

1. Load and unload weapons at designated firing points on all Ranges.
2. Check for barrel obstructions before loading and firing the weapon.
3. Never fire a succeeding shot following a shot malfunction until the barrel has been examined to insure that no projectile is lodged in the barrel. Check the barrel for damage before proceeding.
4. Never give a firearm to, or take a firearm from anyone unless the action is open.
5. Never permit the muzzle of a firearm to touch the ground.
6. Decock weapons equipped with such device before holstering.
7. Engage all safeties on weapons before leaving the firing line.
8. Secure loaded firearm in holster when away from the firing line.
9. Family members and children must be monitored and supervised at all times when accompanying Licensed Peace Officer.

VIII. RULES FOR FIRING DURING PROFICIENCY TESTING AND TRAINING

A. All rules described in Section VII. A. and B. apply in addition to the following:

1. All firearms training must be properly and adequately supervised by someone in authority. All safety precautions must be adhered to and enforced.
2. Strictest discipline must be maintained. Carelessness cannot and must not be tolerated during firearms training.
3. Never anticipate a command.
4. Load only after position is taken at the firing point and the command to make ready is given. At this point weapons will remain holstered or pointed down range when handled.
5. Unload when and as instructed.
6. No smoking on the firing line.
7. No talking on the firing line or to other shooters, except during those courses that require communications or by instructors.
8. Never go in front of the line of fire until the firing line has been cleared and the command is given to go forward.
9. Pay strict attention to the firearms instructors, shooters will be instructed exactly what to do.

10. Shotguns should be carried with trigger finger on engaged safety and the muzzle in "EMT" (Eyes, Muzzle, Target) when proceeding forward from one firing point to another.
11. Unloaded shotguns should be carried in "EMT" or on shoulder with the use of attached sling. Action must be open and safety engaged.
12. Rifles and sub-machine guns shall be carried in either "EMT" or by use of attached slings. Action must be open and safety engaged when transporting the weapon.
13. During course of fire, sub-machine guns shall be carried in a tactical manner as to insure safety of all persons in the immediate area.
14. Actions shall remain open and safety engaged on rifles when unattended or when personnel are down range scoring targets.
15. Do not leave loaded weapons unattended unless secured in vehicle or facilities.

IX. RESPONSIBILITIES

- A. Each Officer / Student shall be responsible for their own actions and their guest's actions while at the Tactical Firing Range.
- B. For safety reasons, Officers assume the following responsibilities when accompanying family members or guests are children:
 1. Keep children away from the berm protection areas.
 2. Do not allow children to play on or climb structures.
 3. Keep children off all equipment, machinery or implements at the Range.
 4. Children should wash hands after activities and/or handling firearms before eating or drinking.
 - a) This procedure is recommended for all who handle firearms.
- C. Reckless damages caused to the Tactical Firing Range shall be repaired at the expense of the Officer / Agency causing the damage.
- D. The operation of the Tactical Firing Range is the responsibility of the Academy Training Center Operations Lieutenant who shall also serve as Range Master.
- E. Each Proficiency Testing and Training session shall have a Firearms Instructor assigned by the Academy Training Center present. The Firearms Instructor shall be responsible for the operation and enforcement of the Range rules and procedures in the absence of the Range Master.

X. BEST MANAGEMENT PRACTICES PLAN / ENVIRONMENTAL PROTECTION

- A. The Operations Lieutenant (Range Master) of the Academy Training Center shall be responsible for maintaining the BMP (Best Management Practices) plan for the Tactical Firing Range.
- B. In order to comply with State and Federal Regulations, the Range Master shall review and be responsible for any modifications, alterations or repairs of the facility. The Range Master will document the changes in the BMP.
- C. A review and update will be conducted on an annual basis of the BMP to insure compliance with regulations.
- D. Officers and Agencies are advised that the improper use of the facility or it's unintended use in areas not designed as live fire tables places the Range in violation of these regulations. Officers and Agencies may be civilly and criminally responsible if the actions were malicious and intentional.
- E. Officers and Agencies shall not drive on the turf, alter drainage, and remove any plants or trees from the Range. These natural elements are vital to reduce erosion and assist in the filtration of water runoff.
- F. Officers and Agencies attending the Range are shall report any damages or concerns to the Range Master or any Firearms Instructor.

XI. AUTHORITY OF RANGE MASTER

- A. The Range Master shall have complete authority of the Tactical Firing Range.
- B. The Range Master or his designee shall have complete authority during the operation of the Range, including but not limited to the following:
 - 1. Shall enforce all rules and regulations,
 - 2. Shall make decisions regarding violations of all rules and regulations.
 - 3. Shall deduct points for penalties during Firearms Proficiency Testing,
 - 4. Shall deny access to any Officer, guest or other personnel when, in the opinion of the Firearms Instructor, that person would endanger himself or others present,
 - 5. Shall remove any person or agency from the Tactical Range for repeated violations of Rules and Regulations, when in the opinion of the Firearms Instructor, the violation is endangering other personnel.
 - 6. Shall deny permission to use any weapon when, in the opinion of the Firearms Instructor, that weapon presents a danger to the person firing the weapon or other personnel present.
- C. The removal or denial of use of the Range of any person or agency shall be reported to the ASB Deputy Chief within 48 hours. The Deputy Chief will decide upon any sanctions or actions to be taken for the violations committed.
- D. An Officer or Agency may appeal a decision made by a Firearms instructor to the Range Master if the decision was made in the Range Masters absence.
- E. The Range Master shall confer with the ASB Deputy Chief through the Chain of Command for a final determination on any appeal left unresolved.