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# SAN RAFAEL POLICE DEPARTMENT

## TRAINING UNIT

### INTER-DEPARTMENTAL MEMORANDUM

DATE: JAN. 3, 1996

TO: P. ROBERT KROLAK  
CHIEF OF POLICE *P. Krolak*  
*1/4/96*

FROM: OFFICER JOHN COEN  
TRAINING MANAGER

RE: 95/96 PHASE 3 FINAL REPORT

On Dec. 16, 1995, the San Rafael Police Department completed its Phase 3 block of training. Attached to this report is the attendance log for this block of training. The primary purpose of this training was to Review and Qualify all officers in the San Rafael Police Department on the effective use of the Ruger Mini-14 Rifle. Upon completion of this training, the Ruger Mini-14 Rifle has now been placed into the patrol vehicles for use. All S.R.P.D. officers did an excellent job on their Qualification Course. Based on this course of fire, I believe the officers have reinforced our earlier thoughts on this weapon being more accurate and easier to fire than the Remington 870 Shotgun. Additionally, their confidence in the use of this weapon was visibly noted by the training staff, both verbally and physically. During the next year the training staff will continue to expand on the abilities of the officer to effectively use this weapon in high risk and stressful situations.

This block of training also covered qualification with the handgun and shotgun. No injuries were reported during this training block. All officers successfully completed this training without the need for remediation. Officers unable to attend this training will be rescheduled at the earliest possible time. The 95/96 Phase 4 training block will be scheduled for February 1996. The primary emphasis of this block of training will be the conversion of the Remington 870 Shotgun to the non-lethal bean bag round.



# SAN RAFAEL POLICE DEPARTMENT

## TRAINING UNIT

### INTER-DEPARTMENTAL MEMORANDUM

DATE: NOV. 27, 1995  
TO: P. Robert Krolak, Chief of Police  
FROM: John Coen, Training Manager  
SUBJECT: 95 / 96 Phase 3 Training Session

*John Coen*  
11/20/95

#### I. Course:

This block of instruction will cover two separate courses of fire:  
First, a handgun course of fire at the Bullseye Range covering the 832 PC Basic Handgun Qualification Course, and a Low Light / Flashlight practice session using the Precision shooting target dots.

Second, the Ruger Mini-14 Rifle Course of fire to be held at the San Quentin Range. This course is designed as a follow-up class to the Basic Introduction Ruger Mini-14 Rifle Class which was held in May 1995. It will cover Basic Rifle Shooting Techniques, along with a qualification course. The purpose of this course is to instruct SRPD officers in the use and effectiveness of the Ruger Mini-14 Rifle. It is also designed to develop the skill and accuracy in using this weapon under stressful and demanding situations. Officers will be taught the practical application of this weapon and, with proper training, become confident in the accuracy and effectiveness of this weapon. This course will help the officer to realize the full capability and tactical versatility of this weapon. It will also demonstrate to each officer his/her strengths and weaknesses when employing this weapon in very stressful and, at times, life threatening incidents.

#### II. Justification:

As with the Phase 2 lesson plan on Low Light / Flashlight shooting, this course of fire will help continue developing the officers skills on shooting their handgun with their flashlight in hand. Again, accuracy is the primary goal we want to instill in the officers mind.

The Ruger Mini-14 Rifle will be placed in SRPD patrol vehicles along with the Remington Model 870 Shotgun. The Ruger Mini-14 Rifle will be able to deliver accurate fire, penetrate auto glass and sheet metal, and penetrate most ballistic vests. The Mini-14 Rifle can be placed in the front seat area of the patrol vehicle with an electric lock to secure the weapon. This rifle has less physical recoil when fired than the Remington 870 Shotgun and, for most officers, may be easier to fire accurately. Accuracy is very important in all police incident situations. The deployment of the Ruger Mini-14 Rifle will give SRPD officers the accuracy they will need.

#### III. Objective:

This course is designed to complete three objectives for each officer:

**First objective**, to review with the SRPD officer the Ruger Mini-14 Rifle, and, shooting their handgun with a flashlight in hand.

**Second objective**, basic instruction on the nomenclature of the Ruger Mini-14 Rifle, shooting techniques, bullet ballistics, and range safety.

**Third objective**, SRPD officers will be required to pass a basic qualification course with the Ruger Mini-14 Rifle, and their handgun which is carried on duty.



#### IV. Logistics:

The Bullseye Range will be the location of the handgun portion of training. Video and lecture will also be held there.

The Ruger Mini-14 Rifle course requires an outdoor range with a range yardage of 50 yards minimum and classroom facilities. The San Quentin Range will accommodate this requirement. A review of the Ruger manual will help the officers understand the mechanical functions of the weapon and the nomenclature of the weapon. Officers will also be told how to inspect the rifle prior to starting their shift. The S.R.P.D. training staff will be responsible for the maintenance and cleaning of the rifles.

##### EQUIPMENT NEEDED:

- [ 1 ] 150 ROUNDS OF HANDGUN AMMO PER OFFICER
- [ 2 ] 200 ROUNDS OF RIFLE .223 CALIB. AMMO PER OFFICER
- [ 3 ] 8 ROUNDS OF SHOTGUN OO BUCK PER OFFICER
- [ 4 ] 11 RUGER MINI-14 RIFLES
- [ 5 ] 7 SHOTGUNS
- [ 6 ] PRECISION SHOOTING DOTS
- [ 7 ] ONE FLASHLIGHT PER OFFICER
- [ 8 ] TV and VIDEO [ AVAILABLE AT THE BULLSEYE RANGE ]
- [ 9 ] RUGER MINI-14 RIFLE MANUALS
- [ 10 ] ALL OTHER RANGE EQUIPMENT

##### UNIFORM OF THE DAY:

CLASS C UNIFORM [ Baseball shoes are acceptable ]  
BALLISTIC VEST  
DUTY BELT AND HANDGUN

#### V. Instruction:

Officers will be taught at a ten to two ratio, two instructors for every ten officers. Prior to being tested, each officer will practice firing from various positions, and distances. Accuracy will be emphasized throughout this block of instruction. Course Outline is as follows:

0700-	Bullseye Range	832 PC Basic Handgun Qualification Course Low light / Flashlight Precision Shooting Course Lecture on the Ruger Mini-14 Rifle Three short post video's <ul style="list-style-type: none"><li>[ 1 ] Dry Ice and Acid Bombs</li><li>[ 2 ] Traffic Stops, Everybody Out</li><li>[ 3 ] Officer Involved Shooting series, Kevin Webb</li></ul>
1300	San Quentin Range	Ruger Mini-14 Rifle Practice Course of Fire Ruger Mini-14 Rifle Qualification Course SRPD Basic Shotgun Qualification Course
1700	End of Class	

#### VI. Practical Application:

SRPD officers will practice all courses of fire prior to being tested on either the shotgun, handgun or the Ruger Mini-14 rifle. The Instructors Staff will demonstrate each firearms course of fire prior to the officers shooting the course.

#### VII. Testing:

Each officer will be tested on the 832 PC Basic Handgun Qualification Course, SRPD Shotgun Qualification Course, and the Ruger Mini-14 Rifle Qualification Course. If an officer fails to pass any of these courses of fire after one make-up attempt, their bureau commander will be notified of the test result.

#### VIII. Sign-ups:

Sign-ups are posted in the Patrol Bureau briefing room. The sign-up board was set up on 11/13/95.





# SAN RAFAEL POLICE DEPARTMENT

## TRAINING UNIT

### RUGER MINI-14 RIFLE BASIC QUALIFICATION COURSE

**STAGE 1:** 15 Yard Line:  
Standing Position: [ Unsupported ]  
10 shots / Two five round magazines  
**[ TIME 30 SECONDS ]**

**STAGE 2:** 25 Yard Line:  
Standing Position:  
One five round magazine.  
Kneeling Position:  
One five round magazine  
**[ TIME 60 SECONDS ]**

**STAGE 3:** 50 Yard line:  
Standing Position: [ SUPPORTED ]  
One five round magazine.  
Optional Position: Standing, Kneeling,  
Sitting, Prone  
One five round magazine.  
**[ TIME 60 SECONDS ]**

**STAGE 4** 50 Yard line  
Optional Position: Standing, Kneeling,  
Sitting, Prone  
Two five round magazines  
**[ TIME 60 SECONDS ]**

#### TESTING:

Total rounds fired: 40  
Minimum passing score: 80 % , 32 hits out of 40  
All hits in the silhouette count as one point.



# SAN RAFAEL POLICE DEPARTMENT

## TRAINING UNIT

### **COURSE OUTLINE**

DATE: 11/20/95

TO: P. ROBERT KROLAK, CHIEF OF POLICE *PK*

FROM: S.R.P.D. TRAINING STAFF  
OFFICER JOHN COEN  
TRAINING MANAGER *11/20/95*

RE: S.R.P.D. BASIC SHOTGUN QUALIFICATION COURSE

#### COURSE:

This is a one hour block of training covering the Basic Shotgun Qualification Course for the San Rafael Police Department. The course is designed to train the officer on the proper use of preparing the shotgun for patrol use, safely checking the weapon while loading and unloading it. The officer will also be instructed on how to effectively aim and shoot this weapon at distances of 15 and 25 yards. A passing score of 70 % will be required in order to complete this course. A total of eight rounds of OO Buck will be used for the ammunition, the same carried on the shotgun in the patrol cars. This course is designed to be taught at each available phase of training.

#### JUSTIFICATION:

As a required piece of equipment with the San Rafael Police Department, it is necessary for the officer to have the physical and mental skills to operate this weapon safely on a daily basis. The officer must have confidence in their ability to operate this weapon under all circumstances.

#### OBJECTIVE:

The objective of this training block is to provide the officer with training in the use of the Remington Model 870 Shotgun. This training will include but not limited to, loading and unloading the weapon, checking the weapon to be sure it is functional, and to practice the skills necessary to shoot this weapon safely and accurately.

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## **LOGISTICS:**

**LOCATION:** A range with a 15 and a 25 yard line is required. This course can be taught in either an Indoor or an Outdoor Range.

### **EQUIPMENT REQUIRED from the Training Unit:**

- 1) One shotgun per officer. ( 6 shotguns per class )
- 2) 8 ROUNDS of OO Buck per officer. Multiply this by the number of officers to shoot this Course of Fire for the day. Then multiply this by the number of times each officer will shoot this course.
- 3) 15 cardboard B-27 Targets.
- 4) 3 B-27 paper targets per shooter. ( Minimum 30 per class )
- 5) Eye and Ear Protection. ( Both soft and hard ear protection)
- 6) Range tool kit. ( Red and Grey box )
- 7) First Aid kit.
- 8) Classroom box. ( Lesson plan, pencils, markers, etc.)
- 9) Clean-up equipment ( Garbage bag, broom, boxes, etc.)
- 10) Shotgun Dummy rounds

### **EQUIPMENT REQUIRED / OFFICER:**

- 1) Ballistic vest.
- 2) Utility uniform, class C.
- 3) Tuffy jacket, rain gear, rain boots, baseball hat

## **INSTRUCTION:**

Prior to this course of fire being given, S.R.P.D. officers will receive a lecture on the Remington Model 870 Shotgun. During this lecture a review of the shot pattern of the OO Buck round should also be given. Also, a reminder on shot liability, knowing where your shots are going, and what is behind your target. **TARGET RECOGNITION**

### **COURSE OF FIRE:**

1) The Officer will step up to the 25 yard line with an empty shotgun and 8 rounds of OO Buck. The shooter will already have on Eye and Ear protection. The shotgun will have the Action Open, Slide back. ( As if the weapon was given to them from the armory) The weapon will be held in the Port Arms position. **No ammunition should be in the weapon!!**

2) The First Command will be for the officer to "**LOAD YOUR WEAPON**". This command will be to prepare the weapon as if the officer was going to place the weapon into a patrol vehicle for Patrol Use. The Instructors should be watching the firing line for any Range Safety Problems, and or any officers Inability to Safely Operate the shotgun. This will require the officer to:

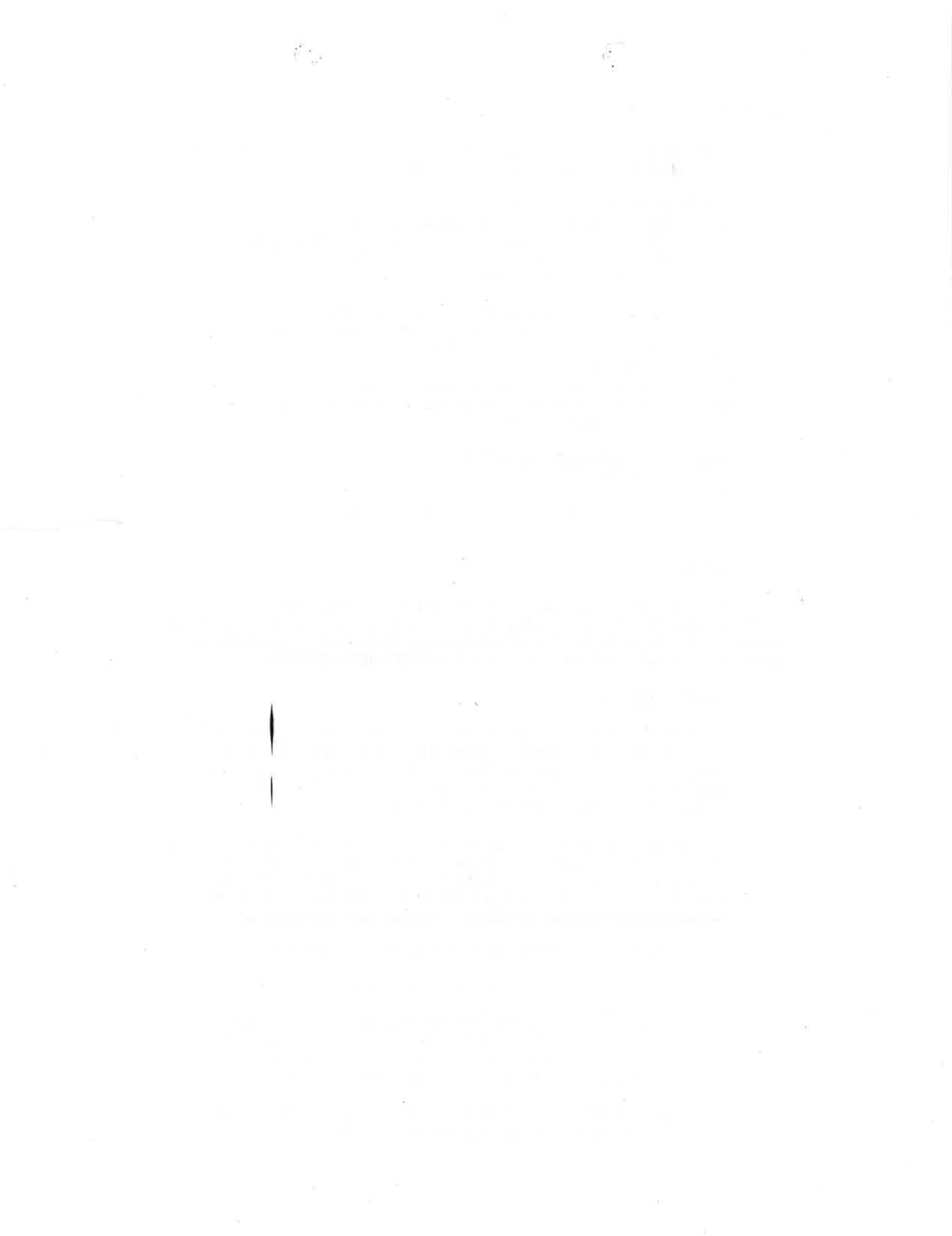
Check the weapon for any blockages, and functional use.

Slide the Slide forward, Hammer down, Safety on.

Load four rounds into the stock, and four rounds into the magazine. The Instructor should emphasize the officer should continue to look down range, rather than at the weapon. The shotgun should be held in the Weapon Hand only, while loading with the Reaction hand.

When complete, the officer should stand at the Port Arms position.

**No talking on the line should be emphasized.**



3) The Second Command will be to do a **"SHOTGUN INSPECTION"** on the weapon, as if the officer was checking the weapon prior to starting their shift, taking it from inside of the Patrol Vehicle. The officer should be reminded of the department policy on how the weapon is to be checked (Standing Outside of their patrol vehicle). The Instructors should be watching the line for Range Safety Problems, and or any officers Inability to Safely Operate the shotgun.

**This will require the officer to:**

Unload the four rounds in the magazine.

Check the weapon for any blockages, and functional use.

Slide the Slide forward, Hammer down, Safety on.

Load the magazine with four rounds, Reaction hand only. Again emphasize the need for the officer to NOT look at the weapon during this loading procedure.

The officer will then stand at the Gun Ready Position ( The Instructor will demonstrate the two gun ready positions the officer may use).

**4) 25 YARD LINE- ( 20 Seconds to fire four rounds )**

On the Command **"FIRE"**, the officer will fire four rounds at the target from the shoulder position. After the fourth round is fired, the slide will be left back, ejection port open.

The officer will then Combat Load from the Gun Ready Position one round from the stock into the weapon. Slide forward, Safety on.

The officer will then load the remaining three rounds from the stock into the magazine, also from the Gun Ready Position. ( Again emphasize that the officer should be looking down range, not at the weapon, using their Reaction hand to load the weapon)

5) On the Command **"FORWARD"**, the line will advance forward to the 15 yard line using the Lunge Step. The Instructor should demonstrate the Lunge Step prior to the class performing it. Instructors should pay particular attention to keeping the line straight while moving forward to the 15 yard line. The officers will move forward at the Gun Ready Position. **The shotgun will have the Safety in the On Position while advancing forward.**

**6) 15 YARD LINE- ( 20 Seconds to fire four rounds )**

On the Command **"FIRE"**, the officers will fire their remaining four rounds at the target from the shoulder position.

Upon completion of the last four rounds being fired, The officer will stand at the Port Arms Position, Slide Back, Safety on.

When the Line is finished shooting, on the Command, **"GROUND YOUR WEAPONS"**, each officer will place their weapon on the ground, muzzle facing down range, open ejection port facing up.

1



7) The officers will then move down range to score their target.

**SCORING SYSTEM:**

A total of 8 rounds of OO Buck will be fired, 9 pellets per round.

72 hits is 100 %. A passing score of 70%, or 50 hits or more in the head, neck, or body is considered a PASSING SCORE.

**PRACTICAL APPLICATION:**

Upon the completion of this course of fire the Officer should be able to properly;

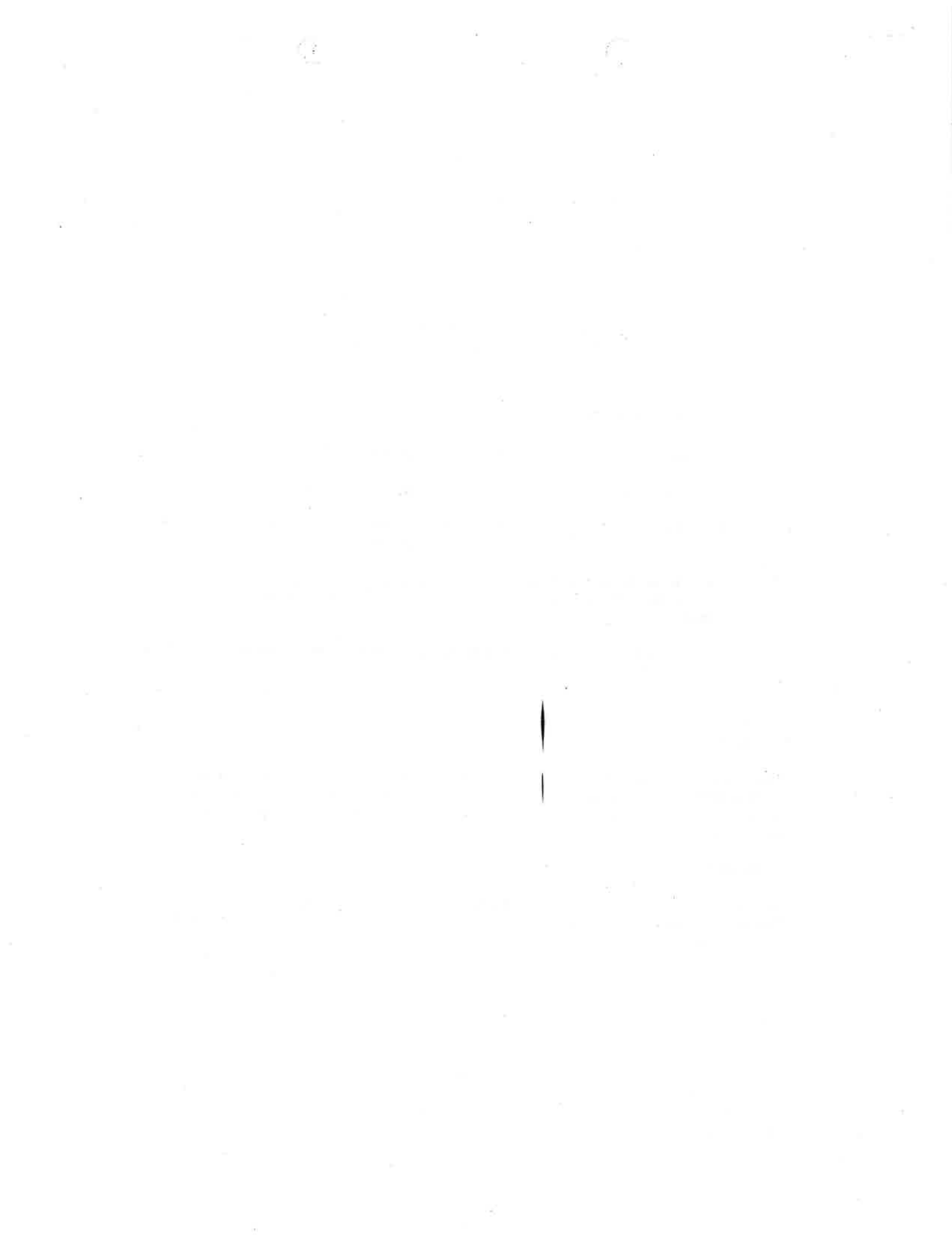
- 1) Safely Load and Unload the Remington Model 870 Shotgun.
- 2) Check the weapon prior to starting their shift and make sure the weapon is functioning properly, with all the necessary equipment on the gun.
- 3) Know the proper shooting technique in using the Remington Model 870 Shotgun to enable the officer to use the shotgun in a safe and appropriate manor.
- 4) To be able to shoot accurately and with confidence should the situation arise when the use of the shotgun is necessary.

**TESTING:**

The course of fire will include shooting 8 round of OO Buck at a B-27 Target at distances of 15 and 25 yards. Maximum points possible is 72 hits for 100 %. A Minimum passing score will be 50 hits out of a possible 72, or 70 %. Hits counted are in the head, neck, or body area.

**SIGN-UPS:**

This course of fire will be required for all officers of the rank of Sergeant and below. For Range Safety purposes, a maximum of ten officers per session will be able to participate in this course.



# **SAN RAFAEL POLICE DEPARTMENT**

## **TRAINING UNIT**

### **95 / 96 PHASE 3 TRAINING SESSION**

**DATE:** 11/13/95

**TO:** ALL BUREAU COMMANDERS  
ALL SERGEANTS

**FROM:** COMMANDER MICHAEL CRONIN  
ADMINISTRATION BUREAU

**RE:** 95 / 96 PHASE 3 DEPARTMENT TRAINING

The 1995 / 1996 Phase 3 training session has now been scheduled. The sign-up board is located in the patrol bureau briefing room. Please schedule your personnel according to the open slots available, and your own bureau needs. Attached to this memo is a list of the training dates available.

This training phase will cover nine hours of firearms training. The training schedule is listed below:

#### **0700-1200- Bullseye Range**

Review of handgun cleaning.  
832 PC Handgun qualification course.  
Flashlight training, two courses of fire.

#### **1300-1700 San Quentin Range**

Ruger Mini-14 Rifle qualification course.

If you have any questions, please contact Officer John Coen in the training bureau at 485-3038. Only sergeants and above should sign-up personnel on the schedule board.



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# SAN RAFAEL POLICE DEPARTMENT

## 95 / 96 PHASE 3

### COURSE OUTLINE

#### LOCATION: BULLSEYE RANGE

- 0700- CLASS SET-UP / WEAPON INSPECTION  
POST FILM- OFFICER INVOLVED SHOOTING, KEVIN WEBB ]
- 0800- PRECISION SHOOTING COURSE LIGHTS ON [ 50 ROUNDS ]
- 0900- POST VIDEO- TRAFFIC STOPS / EVERYBODY OUT  
PRECISION SHOOTING COURSE LIGHTS OUT / FLASHLIGHT [50 ROUNDS]
- 1000- POST VIDEO- DRY ICE AND ACID BOMBS  
832 PC HANDGUN QUALIFICATION COURSE [ 36 ROUNDS ]
- 1100- LECTURE REVIEW  
RUGER MINI-14 RIFLE      REVIEW TEST QUESTIONS  
REVIEW INSPECTION PROCEDURES  
EXPLAIN QUALIFICATION COURSE
- 1200- LUNCH

#### LOCATION: SAN QUENTIN RANGE

- 1300- SRPD BASIC SHOTGUN QUALIFICATION COURSE [ 8 ROUNDS / OO BUCK ]
- 1400- PRACTICE SESSION, RUGER MINI-14 RIFLE  
FIVE SHOOTERS ON LINE AT ONE TIME.

15 YARD LINE      10 ROUNDS STANDING [ UNSUPPORTED ]  
[ CHECK TARGETS ]

25 YARD LINE      5 ROUNDS STANDING [ UNSUPPORTED ]  
5 ROUNDS KNEELING  
[ CHECK TARGETS ]

50 YARD LINE      5 ROUNDS STANDING [ SUPPORTED ]  
5 ROUNDS STANDING [ UNSUPPORTED ]  
5 ROUNDS KNEELING  
5 ROUNDS PRONE  
[ CHECK TARGETS ]

TOTAL PRACTICE ROUNDS 40  
ADDITIONAL PRACTICE TIME IS AVAILABLE IF NEEDED.

- 1500 RUGER MINI-14 QUALIFICATION COURSE [ 40 ROUNDS ]
- 1600- RANGE CLEAN-UP / EQUIPMENT CLEAN-UP
- 1700- END OF CLASS

COURSE TITLE

LOCATION: BOSTON, MASS.

DATE: MAY 19, 1958

TOPIC: THE JOURNAL OF THE AMERICAN MEDICAL ASSOCIATION

THE JOURNAL OF THE AMERICAN MEDICAL ASSOCIATION is a weekly publication of the American Medical Association, 535 North Dearborn Street, Chicago, Illinois 60610.

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# **SAN RAFAEL POLICE DEPARTMENT**

## **TRAINING UNIT**

### **95 / 96 PHASE 3 TRAINING SESSION**

**DATE:** 11/13/95

**TO:** ALL BUREAU COMMANDERS  
ALL SERGEANTS

**FROM:** COMMANDER MICHAEL CRONIN  
ADMINISTRATION BUREAU

**RE:** 95 /96 PHASE 3 DEPARTMENT TRAINING

#### **LOCATION:**

**BULLSEYE RANGE**  
0700-1200

**SAN QUENTIN RANGE**  
1300-1700

#### **DATES:**

<b>MONDAY</b>	<b>11/27/95</b>	<b><u>INSTRUCTORS DAY</u></b>
<b>SATURDAY</b>	<b>12/02/95</b>	<b>CLASS 1</b>
<b>TUESDAY</b>	<b>12/05/95</b>	<b>CLASS 2</b>
<b>THURSDAY</b>	<b>12/07/95</b>	<b>CLASS 3</b>
<b>SATURDAY</b>	<b>12/09/95</b>	<b>CLASS 4</b>
<b>MONDAY</b>	<b>12/11/95</b>	<b>CLASS 5</b>
<b>THURSDAY</b>	<b>12/14/95</b>	<b><u>SRT TEAM</u></b>
<b>SATURDAY</b>	<b>12/16/95</b>	<b>CLASS 6</b>





## **832 PC Shooting Course**

### **Logistics:**

36 rounds per person  
B-27 Silhouette target

### **3 yards -(12 shots)**

Shooter(s) must have 18 rounds only shooting 12 this phase, 6 in each magazine/speed-loader.

On command, shooter(s) must check chamber, load, and holster a loaded weapon.

On command, shooter(s) must shoot from the "hip position" 6 rounds, reload and shoot another 6 rounds with in \_\_\_\_ seconds.

The shooter(s) must then load with 6 and holster a loaded weapon.

### **7 yards - (12 shots)**

On command, shooter(s) must fire from a natural point position, (not using the sights), and shoot 6 rounds, reload and shoot another 6 rounds with in \_\_\_\_ seconds.

The shooter(s) must then load with 6 and holster a loaded weapon.

### **15 yards - (12 shots)**

On command, shooter(s) must fire from an aiming position, (using the sights), and shoot 6 rounds, reload and shoot another 6 rounds with in \_\_\_\_ seconds.

The shooter(s) must then holster an empty weapon.

**PASSING SCORE: 80 % / 29 OUT OF 36**

