Certain documents or portions of documents related to this training may be exempt from disclosure under the California Public Records Act on one or more of the following grounds:

a. They are records dealing with security and safety procedures that are exempt pursuant to Government Code Section 6254(f). (Northern California Police Practices Project v. Craig (1979) 90 Cal.App.3d 116, 121-122.);

b. They are materials for which the City of San Rafael does not hold the copyright or have permission to publish.

Where exempt material can be reasonably segregated from nonexempt material in these records, the exempt material has been redacted and the nonexempt material is shown. Where it is not reasonably possible to segregate out the exempt material, the Department is withholding the entire document from disclosure.
SAN RAFAEL POLICE DEPARTMENT
TRAINING UNIT

PHASE 2 TRAINING

COURSE OUTLINE

700  ATTENDANCE & CLASS OVERVIEW & INSPECTION

730  USE OF FORCE AND WEAPONS G.O. REVIEW

800  HAND GUN TRAINING

1. Positional shooting

2. Double Tap Drills

930  PC 832 HANDGUN QUALIFICATION

1000  RIFLE TRAINING

1. Positional shooting
   - Standing barricade, kneeling, seated, prone
   - Stress course. From patrol car exit shoot handgun then upstairs to rifle.

1130  RIFLE QUALIFICATION

1200  LUNCH

1300  NEW SHOTGUN INSPECTION PROCEDURE & PATROL CAR PLACEMENT

1400  BR-23 BEAN BAG ROUND TRAINING

1. One (1) round per officer from 5 yd, 10, 15 yd

1500  POST VIDEO

1700  END OF CLASS
SAN RAFAEL POLICE DEPARTMENT
TRAINING UNIT

INTER-DEPARTMENT MEMORANDUM

DATE: January 18, 1999
TO: CAM SANCHEZ, CHIEF OF POLICE
    TOM BOYD, ADMINISTRATION CAPTAIN
    MICHAEL CRONIN, PATROL CAPTAIN
FROM: OFFICER DAVID CRON
      TRAINING MANAGER / INSTRUCTOR
RE: PHASE 2, 1998-99

COURSE:

The Phase 2 Training Block for the 98-99 year is now scheduled to start the week of February 01, 1999. This will be a ten-hour block of training covering handgun, rifle, and shotgun. This training will complete our final transition of the shotgun from OO Buck to the Bean Bag round. All OO Buck rounds will be removed from Patrol upon completion of this Phase 2 Training Block. This training will be held at San Quentin range #1 and will cover the following topics:

                           2] Shotgun and Rifle Inspection Procedure
                           3] Lecture: Def. Tec BR 23 Bean Bag
                           4] Bean Bag 3 round course of fire
                           5] Course of fire. Rifle
                           6] Rifle Qualification
                           7] Course of Fire. Handgun
                           10] Handgun Qualification. PC 832

JUSTIFICATION:

This class will cover Firearms only. We will cover the use of and the qualification of each firearm during this phase of training. This training will reinforcing the familiarity of handling their weapon and decision making process necessary to perform their job successfully. Topics covering Firearms and SDAT should be reviewed and practiced quarterly for the benefit of the officers' retention and performance ability.

OBJECTIVE:

The objective of this block of training is to review for the officers basic procedures and principles used during street survival tactics. This is accomplished through lecture, instructor demonstration, practical application drills, and testing. Also, to review with the officer the liability issues in relation to proper technique, sound decision principles, and good judgment when encountering a violent or combative subject. This is accomplished through consistent and progressive training classes.
LOGISTICS:

The class will be held at the San Quentin Range #1. Each student during this class will shoot approx. 100 rounds of ammo of each handgun and rifle and 3-6 rounds of bean bag ammo. (BeanBag rounds are $4.00 each)

INSTRUCTION:

The course will be taught by SRPD instructors. Both lecture and hands on training will be used. During the firearms block of training, practical application drills and instructor demonstration will be used.

PRACTICAL APPLICATION:

Officers will be asked to demonstrate their knowledge and physical ability on all subject matter taught during this class.

TESTING:

The SRPD Qualification Course for the Bean Bag round,
The 832 PC Handgun Qualification Course,
The SRPD Rifle Qualification

SIGN-UPS:

Sign-ups will be assigned by Captain Cronin and then posted in the Patrol Briefing Room.

1/18/99
Tom,

Here is a preliminary list of the course topics. If you want to transition to the Bean Bag round and eliminate the 00 Buck I will need time to give a lecture on the BB round. I will just eliminate the #3 and 4 and use that time for the BB round. Also attached is the sign-up sheets for the assigned days. Talk it over with Capt. Cronin and let mw know what you want done.

COURSE:

The Phase 2 Training Block for the 98-99 year is now scheduled to start the week of February 01, 1999. This will be a ten hour block of training covering all assigned Firearms. This training will be held at San Quentin range #1 and will cover the following topics:

- **Firearms Range Training-**
  1] Review of G.O.'s (80-30, 83-5)
  2] Shotgun and Rifle Inspection Procedure
  3] Course of fire. Shotgun
  4] Shotgun Qualification
  5] Def. Tec BR 23 Bean Bag Review
  6] Bean Bag 3 round course of fire
  7] Course of fire. Rifle
  8] Rifle Qualification
  9] Course of Fire. Handgun
  10] Handgun Qualification. PC 832
Instructors,

I have finally scheduled dates for the upcoming Phase training at San Quentin Range #1. I have been trying since Dec. 15 and have learned how difficult it is to pin down dates. Due to SQ's increase in training as a result of an incident, days are at a premium. I know this is short notice, but this is how it shakes out:

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan. 30</td>
<td>Saturday</td>
<td>Instructor Day</td>
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<tr>
<td>Feb. 03</td>
<td>Wednesday</td>
<td>Day 1</td>
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<tr>
<td>Feb. 04</td>
<td>Thursday</td>
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<tr>
<td>Feb. 15</td>
<td>Monday</td>
<td>Day 6</td>
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<tr>
<td>Feb. 16</td>
<td>Tuesday</td>
<td>Day 7</td>
</tr>
<tr>
<td>Feb. 17</td>
<td>Wednesday</td>
<td>Day 8</td>
</tr>
</tbody>
</table>

Start making arrangements and forward any lesson plan for each of the 3 weapons we will be shooting. (Rifle, Shotgun, and Handgun) and I will put the Lesson Plan together.

As for the Primary Instructor, I will plan on being that such person unless one of you want to do it or share it with me. Let me know ASAP.
# SAN RAFAEL POLICE DEPARTMENT
## TRAINING UNIT

## PHASE 2 TRAINING

### COURSE OUTLINE

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
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<tbody>
<tr>
<td>700-1200</td>
<td>FIREARMS TRAINING</td>
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<td>SAN QUENTIN RANGE #1</td>
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<td>1200-1700</td>
<td>FIREARMS TRAINING</td>
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<td>SAN QUENTIN RANGE #1</td>
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<td>1700-1800</td>
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<td>1300-1500</td>
<td>FIREARMS TRAINING</td>
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<tr>
<td>1800-2000</td>
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<tr>
<td>1500-1700</td>
<td>POST VIDEO  TBA</td>
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<td>2000-2200</td>
<td>POST VIDEO  TBA</td>
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<tr>
<td>1700</td>
<td>END OF CLASS</td>
</tr>
<tr>
<td>2200</td>
<td>END OF CLASS</td>
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</table>

Black= Feb. 03, 06, 10, 13, 15, 17    Blue= Feb. 04 & 16
SAN RAFAEL POLICE DEPARTMENT
TRAINING UNIT

PHASE 2 TRAINING

COURSE DATES

<table>
<thead>
<tr>
<th>Day</th>
<th>Date</th>
<th>Session</th>
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<tr>
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<td>CLASS 1</td>
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<tr>
<td>THURSDAY</td>
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<td>CLASS 2</td>
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<td>(Noon-2200 hrs)</td>
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<tr>
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<td>FEB. 06</td>
<td>CLASS 3</td>
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<tr>
<td>WEDNESDAY</td>
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<td>FEB. 13</td>
<td>CLASS 5</td>
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<tr>
<td>MONDAY</td>
<td>FEB. 15</td>
<td>CLASS 6</td>
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<tr>
<td>TUESDAY</td>
<td>FEB. 16</td>
<td>CLASS 7</td>
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<tr>
<td></td>
<td>(Noon –2200 hrs)</td>
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</tr>
<tr>
<td>WEDNESDAY</td>
<td>FEB. 17</td>
<td>CLASS 8</td>
</tr>
</tbody>
</table>
***LEAD INSTRUCTOR
OFFICER CRON

***INSTRUCTOR DAY  SATURDAY JANUARY 30, 1999

*COEN               M. PIOMBO
*GUIDI              G. McELDERRY
*HUNTOON            A. PIOMBO
*CRON               BOYD
*SAMUEL

* Instructors scheduled as secondary instructors.
SAN RAFAEL POLICE DEPARTMENT
TRAINING UNIT

PHASE 2 TRAINING

LESSON PLAN

700 ATTENDANCE & CLASS OVERVIEW & INSPECTION

730 USE OF FORCE AND WEAPONS G.O. REVIEW
BASIC RULES OF WEAPON HANDLING
(Laser rule, Master grip etc.)

0800 Speed to Target Drills- Handgun

Course of Fire:

7 yd line. Holstered and snapped (Point shoulder)

On command:

Officer will draw and shoot two rounds (Double Tap), point
shoulder position, come to a ready gun position, then de-cock and
holster. Repeat.

Tactical Reload-Officer will be instructed to tactically re-load after
firing two (2) rounds (double-tap), in point shoulder position,
exchange magazines, come to ready gun and then de-cock/re-
holster

Instructor to give direction of:
Double-Tap "FIRE"
or
Tactical Re-load "FIRE"

(Instructor to Demonstrate..)
Course of Fire

3 yd line Holstered and Snapped (Hip Shooting)

On command

Officer will draw and shoot two rounds (Double Tap), hip shooting position, lunge step back as he/she comes to a ready gun position, then de-cock and holster.

Tactical Reload-Officer will be instructed to tactically re-load after firing two (2) rounds (double-tap), lunge step back as he/she comes to point shoulder position, exchange magazines, come to ready gun and then de-cock/re-holster.

Instructor to give direction of:
Double-Tap "FIRE"
or
Tactical Re-load "FIRE"

(Instructor to Demonstrate.)

Equipment: (86) Ammo rnds per officer, B-27 Targets, ear/eye protection

930 PC 832 HANDGUN QUALIFICATION
See attached Handgun Qualification sheet

1000 RIFLE TRAINING

Review:
Range Commands and Inspection Procedure.

Course of Fire:
(Range #2, 50 yard line, B-27 Targets)

1. Positional shooting 5 rounds per position
Standing barricade, kneeling, seated, prone.
Check target after each 5 to see pattern

2. Repeat

Equipment: (60) .223 rnds per officer, B-27 Targets, ear/eye protection
1130 RIFLE QUALIFICATION
   See attached Rifle Qualification sheet

1200 LUNCH

1300 LECTURE ON BR-23 12ga. Shotgun round
   Refer to attached Lecture Outline on Def. Tech. Bean Bag Round

1330 DEMONSTRATE PLACEMENT IN PATROL VEHICLE
   Place shotgun in sock and demonstrate how to place the shotgun into the
   electro-lock mechanism. The fit is very tight and the latch needs to be
   pursued (strike the latch) to get it to connect. Emphasize that this is
   short term and that we will need to be patient.

1400 BR-23 BEAN BAG ROUND TRAINING

   1. One (1) round per officer from 5 yd, 10, 15 yd

   Equipment: (3) BR-23 rnds per officer, B-27 Targets, ear/eye protection

1430 RANGE CLEAN UP AND DE-BRIEFING

1500 RADAR TRAINING Masterson
   Update officers on use of the Radar guns and Court testimony

1600 VIDEO NORTH HOLLYWOOD SHOOTOUT

1700 END OF CLASS
TRAINING UNIT

LECTURE OUTLINE

DEFENSE TECHNOLOGY BEAN BAG ROUND

COURSE OBJECTIVE:
TO TRAIN DEPARTMENT PERSONNEL IN THE PROPER HANDLING AND USE OF THE DEFENSE TECHNOLOGY 23 BR BEAN BAG 12 GAUGE SHOTGUN ROUND.

CLASSIFICATION / PHILOSOPHY:
ALTHOUGH THIS ROUND IS CLASSIFIED AS A LESS THAN-LETHAL ROUND, WE CANNOT DISMISS ITS POTENTIAL TO INFlict SERIOUS OR EVEN FATAL INJURIES. THE OFFICER SHOULD AVOID FIRING THIS ROUND AT POINT BLANK RANGE, AND IS CONSIDERED HAZARDOUS IF FIRED AT RANGES LESS THAN 15 FEET. WHEN DISCHARGING THIS WEAPON AT LESS THAN 15 FEET, THE OFFICER SHALL AVOID SHOOTING ANYONE IN THE HEAD, NECK, SPINE, OR MAJOR INTERNAL ORGANS. THE RECOMMENDED RANGE FOR THIS ROUND IS FROM 20-45 FEET.

BACKGROUND
USE TYPED ARTICLE

NOMENCLATURE
DEFENSE TECHNOLOGY PAGE C-8

APPLICATION

1] STRIKING AREAS:
   PRIMARY- CENTER MASS TORSO
   SECONDARY- CENTER MASS ARMS
   CENTER MASS LEG

2] NON-STRIKING AREAS:
   { SEE ATTACHED DOCUMENT } 

3] LEVELS OF EFFECTIVENESS:
ROUND MAY HAVE LITTLE OR NO EFFECT ON SUSPECTS:
   A] WEARING HEAVY CLOTHING OR BODY ARMOR.
   B] SUSPECT UNDER THE INFLUENCE OF DRUGS.
4] TACTICAL CONSIDERATIONS:

1] TYPE OF INCIDENT / AVAILABLE INFORMATION
   A] SUSPECT ARMED WITH A BLUNT OBJECT.
   B] SELECTIVE INTERVENTION DURING A RIOT.
   C] SELECTIVE INTERVENTION OF INTOXICATED OR MENTALLY
      DISTURBED PERSONS.
   D] SUICIDE PREVENTION.
   E] INTERVENTION IN THE USE OF FORCE SITUATIONS WHERE
      ESCALATION OF FORCE IS NECESSARY AND LESS THAN-
      LETHAL FORCE IS APPROPRIATE.

2] AVAILABLE BACK-UP OFFICERS:
   LETHAL FORCE AVAILABILITY.
   OFFICER POSITIONING.

3] AREA WHERE INCIDENT IS OCCURRING:
   WHEN HIT WITH THE BEAN BAG, SUBJECT MAY FALL
   BACKWARDS.

4] PSYCHOLOGICAL EFFECTS:
   1] DISPLAY SHOTGUN TO THE SUBJECT
      SHOTGUN CAN APPEAR INTIMIDATING.

   2] USE OF SHOTGUN:
      LOUD REPORT AND MUZZLE FLASH CAN MOTIVATE THE
      SUSPECT TO COOPERATE WITH THE OFFICER AFTER ITS
      USE.

5] HANDCUFFING SUBJECT:
   ARE YOU ABLE TO SECURE SHOTGUN AFTER USE.
   DO YOU HAVE SUFFICIENT BACK-UP TO ARREST SUBJECT.

6] CONSIDERATIONS BEFORE USE:
   1] NATURE OF ORIGINAL CALL.
   2] SUBJECTS ACTIONS PRIOR TO YOUR ARRIVAL.
   3] SUBJECTS ACTIONS DURING YOUR CONTACT.
   4] DISTANCE SHOT WAS TO BE MADE.
   5] BACKDROP, WHAT IS BEHIND THE SUSPECT.
   6] ABILITY OF SUSPECTS FLIGHT OR ESCAPE.
   7] SUSPECTS THREAT TO INNOCENT CIVILIANS.
   8] WHENEVER POSSIBLE, LET THE OTHER OFFICERS KNOW
      THAT YOU ARE GOING TO FIRE.

7] VERBAL WARNING:
   1] ALWAYS ATTEMPT TO GIVE THE SUSPECT AT LEAST ONE
      LOUD VERBAL WARNING BEFORE FIRING THE BEAN BAG
      ROUND, IF THE SITUATION ALLOWS IT. TWO OR THREE
      LOUD VERBAL WARNINGS ARE RECOMMENDED, IF POSSIBLE.
6] IMPORTANT FACTS TO INCLUDE IN YOUR REPORT:

1] DETAILED FACTS
  1] TIME OF CALL.
  2] TYPE OF CALL.
  3] AVAILABLE UNITS.
  4] LOCATION YOU ARE RESPONDING FROM.
  5] LOCATION BACK-UP IS RESPONDING FROM.
  6] NAMES OF ALL SUBJECTS AT THE SCENE.

2] YOUR PERCEPTIONS OF THE SCENE WHEN YOU ARRIVE.

3] YOUR PERCEPTIONS OF THE SUSPECT.

4] YOUR CONSCIOUS THREAT LEVEL WHEN YOU ARE ARRIVING ON SCENE.

5] YOUR CONSCIOUS THREAT LEVEL WHEN CONTACTING THE SUBJECT. DOCUMENT ANY AND ALL CHANGES IN THIS AREA.

6] ARTICULATE ALL FACTS KNOWN TO YOU THAT LED YOU TO DECIDE ON USING THE BEAN BAG ROUND.

7] ARTICULATE ALL VERBAL WARNINGS AND COMMANDS WHICH WERE MADE, BY WHOM, AND BY WHAT MEANS. (VOICE, LOUDSPEAKER, TRANSLATOR, ETC.)

8] ARTICULATE ALL FACTS AVAILABLE TO YOU DURING AND AFTER THE BEAN BAG ROUND WAS FIRED.


10] LOG THE SERIAL NUMBER OF THE SHOTGUN YOU USED.

11] DOCUMENT SUSPECT'S MOVEMENT AFTER THE ROUND WAS FIRED. CONTINUE TO DOCUMENT THE SUBJECT'S MENTAL AND PHYSICAL RESPONSES TO YOU. [I.E. COOPERATIVE, UNCOOPERATIVE, VIOLENT, NON-VIOLENT, VERBALLY ABUSIVE, ETC.]

12] DOCUMENT ANY AND ALL INJURIES SUSTAINED.

13] DOCUMENT ANY DAMAGE SUSTAINED TO PROPERTY.

14] DOCUMENT MEDICAL CONDITION OF SUSPECT IF APPLICABLE.
NO.23BR BEAN BAG ROUND

LEVEL OF FORCE

THE POLICE OFFICERS USE OF THE DEFENSE TECHNOLOGY BEAN BAG ROUND IS AT THE SAME LEVEL OF FORCE AS THE ASP BATON. IT IS A MID LEVEL INTERMEDIATE FORCE TOOL.

OFFICERS SHOULD NOT AIM FOR:

HEAD
NECK
SPINE
MAJOR INTERNAL ORGANS
GROIN

IF THE THREAT LEVEL INCREASES DURING THE CONfrontATION, THESE TARGETS MAY BECOME AN OPTION AS LONG AS THE OFFICER IS ABLE TO ARTICULATE THE CIRCUMSTANCES REQUIRING THE USE.
NO. 23BR BEAN BAG ROUND

MUZZLE VELOCITY APPROXIMATELY 280 F.P.S.

EACH ROUND CONTAINS ONE BEAN BAG

MAXIMUM EFFECTIVE RANGE IS ABOUT 50 FEET. EACH BAG WEIGHS 42 GRAMS, ABOUT 1.5 OUNCES.

SUGGESTED USES OF THE NO. 23BR ROUND ARE FOR:

DISPERSING CROWDS

SUBDUING HOSTILE SUBJECTS

THE ROUND MAY BE FIRED DIRECTLY AT AN INDIVIDUAL—BUT ONLY IN CIRCUMSTANCES WHERE JUSTIFICATION FOR USE OF FORCE IS MINIMALLY THAT NORMALLY REQUIRED FOR IMPACT WEAPONS (BATONS).

EXAMPLES MAY INCLUDE SITUATIONS WHERE AN INDIVIDUAL IS ARMED, RESISTIVE AND APPROACH TO BATON RANGE WILL RESULT IN A VIOLENT RESPONSE ENDANGERING THE OFFICER OR ANOTHER INDIVIDUAL INCLUDING THE SUBJECT. THIS WOULD INCLUDE SUBJECTS WHO ARE BRANDISHING STICKS, BOTTLES, KNIVES OR OBJECTS THAT COULD INFLECT SERIOUS INJURY UPON AN OFFICER OR OTHER INDIVIDUAL, OR WHERE AN INDIVIDUAL POSSESSES SOME PHYSICAL SKILL OR ABILITY (MARTIAL ARTS EXPERTISE) LIKELY TO RESULT IN INJURY TO AN OFFICER IN CLOSE CONTACT.

AS IN ALL USE OF FORCE SITUATIONS, THE OFFICER MUST ARTICULATE THE JUSTIFICATION.
SAN RAFAEL POLICE DEPARTMENT

MEMORANDUM

Date: February 2, 1999

To: All Employees

From: Cam Sanchez, Chief of Police

Subject: Conversion of Shotguns from Lethal to Less-than-Lethal Ammunition

Our current Phase training will focus on firearms updates. It will also signal the long-awaited conversion of our Patrol shotguns from lethal to less-than-lethal ammunition. This change will give all our officers an additional non-lethal option to deal with violent, or potentially violent situations.

The Department recognizes that we have been using our shotguns as lethal force for decades. Hence, we must pay strict attention to our conversion process to prevent any accidents with live, lethal ammunition.

Our new vehicles will include a new dual-gun prisoner cages that will allow us to place the shotgun and the Ruger Mini-14 rifle in the cab. We will be retrofitting all patrol vehicles with the new dual gun cages. Until all older vehicles have been retrofitted they will have the Ruger in the front cab and the shotgun in the trunk. Training will be provided on these different mounts.

At our phase training everyone will receive the second opportunity to shoot the new less-than-lethal rounds and to understand how and when to use them. Our last phase session is scheduled for February 17, 1999. The Firearms/SDAT Instructors will work through the day on Thursday, February 18, 1999, to complete the conversion to less-than-lethal ammunition. They will search our armory and each vehicle for any stored or loose shotgun rounds to prevent any accidental switching of ammunition.

Effective, Thursday, February 18, 1999, at 1800 hours. No employee shall carry any lethal shotgun ammunition on their person, in their equipment bags, or in their vehicles while engaged in any work-related activity. No employee shall bring live shotgun ammunition to work or into any city facility or vehicle.

Only Department purchased, authorized, and distributed ammunition shall be used in Department shotguns.

Exceptions to this regulation may be authorized by a command officer for specific Department needs. If exceptions are made, the officer authorizing the exception shall be responsible for ensuring that all lethal shotgun ammunition is accounted for.

Each employee is responsible for searching his or her equipment bags, leather gear, and lockers for any live shotgun ammunition. If any is found, it must be disposed of immediately by taking it home if it is personal property, or by giving it the Training Officer for disposal. This must be completed by Thursday, February 18, 1999, at 1800 hours.