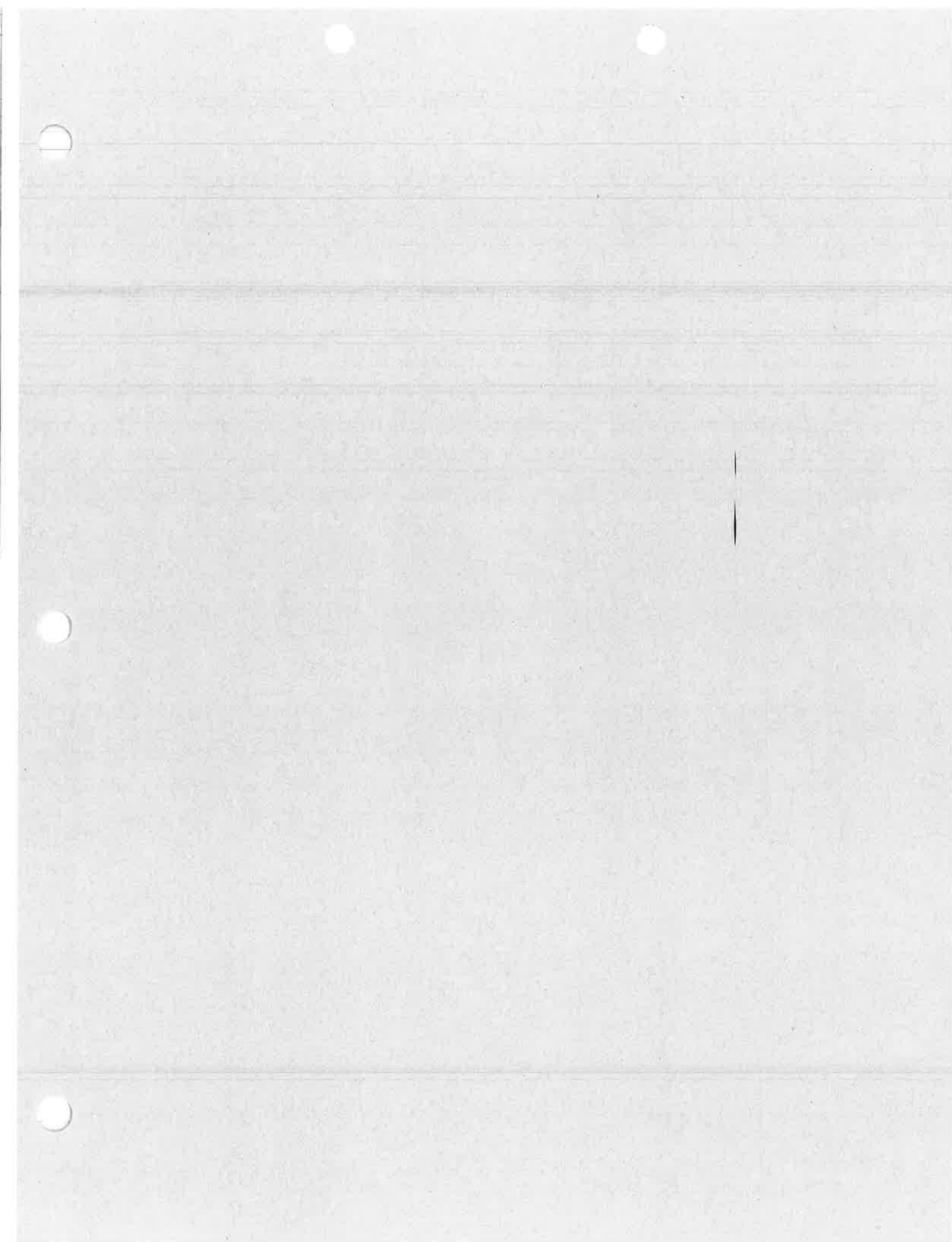


Certain documents or portions of documents related to this training may be exempt from disclosure under the California Public Records Act on one or more of the following grounds:

- 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.



RANGE SAFETY GUIDELINES

RANGE DEFINITIONS AND TERMINOLIGY

- 1) 180-Degree Rule: The muzzle of a firearm shall never cross back over the shooting line.
- 2) Master Grip: Trigger finger is kept outside of the trigger guard and off of the trigger at all times until the shooter is ready to fire.
- 3) Laser Rule: Imagine a laser coming out of the barrel of your gun and anything it crosses will be destroyed.
- 4) Firing Line: The locations where the shooters stand and face the target.
- 5) Depressed Muzzle: The firearm is pointed down range at the target, the muzzle is slightly depressed and pointing below your target. The shooter is looking over the sights and maintaining a master grip.
- 6) Ready Gun Position: The firearm is shouldered or pointed down range and the muzzle is below the target. The shooter is looking at the target and the shooter is maintaining a master grip.

RANGE RULES

- 1) Treat all guns as if they are loaded
- 2) No loaded guns in the classroom
- 3) No ammunition in the classroom
- 4) Firearms are to be kept in their holsters or a gun box/sock while in the classroom
- 5) Eye protection must be worn on the range at all times
- 6) Ear protection must be worn on the range at all times
- 7) Handgun muzzles must be pointed down range at all times (180 rule)
- 8) Fingers off the trigger until ready to fire (master grip)
- 9) The muzzle never covers a person (laser rule)
- 10) Be sure of your target, its backstop, and beyond
- 11) During a reload always maintain a master grip, look at the firearm, and do not rush
- 12) If your firearm fails try to fix it and continue but if you cannot safely do so then you should depress the muzzle, point it down range and raise a hand for assistance by a range officer.
- 13) Never step in front of the firing line until cleared by a range officer
- 14) Never pick up gear on the ground until the command is given
- 11) Obey all of the range officer's commands

RANGE COMMANDS

- 1) The line is hot or live
- 2) Load and make ready or charge your weapons.
- 3) Ready on the line? The line is ready or shooters will be told to standby.
- 4) Command to fire will be: Threat, fire, gun or knife.
- 5) Command to stop: Cease fire or a sound of a whistle.

- 6) Make your weapons safe: Pistols will be holstered with the safety on or the pistol will be decocked. Rifles will have the safety on, magazine out and they will be slung.
- 7) The command for picking up equipment will be: It is clear to police up your gear.
- 8) When the line is safe the shooters will be told: The line is cold.

RANGE SAFETY EQUIPMENT

Range officers will have the following equipment at the range at all times. The equipment will be either used or located where it is visible and there is quick and immediate access to it.

- 1) Ballistic vest
- 2) Range officer uniform
- 3) Range officer whistle
- 4) Range officer Nextel
- 5) First aid kit
- 6) Extra ballistic vest

MEDICAL EMERGENCY PROTOCOL

In the event of an emergency requiring medical attention, the range officers or students will use their Nextels to directly contact dispatch. The San Rafael Fire Department will be dispatched and the police department's watch commander will be notified.

Basic First Aid will be given to the injured officer until medical assistance is on scene.

EMERGENCY PHONE NUMBERS

Richmond Rod and Gun Club Range: Richmond Fire Department #510-307-8031

Bullseye Indoor Shooting Range: San Rafael Fire Department #415-485-3304
San Rafael Police Dispatch #415-485-3098
USE NEXTEL TO CONTACT DISPATCH

FIREARMS ORIENTATION COURSE DAY 2

REMINGTON 870 SHOTGUN AND BEAN BAG LECTURE

1. LESS LETHAL WEAPONS SYSTEM LECTURE:

AC 104.23.03

- A. Remington manual
 - 1. Nomenclature
- B. SHOTGUN INSPECTION PROCEDURE
 - 1. Patrol vehicle removal
 - 2. Practice unloading and loading
 - 3. Practice inspection (patrol ready)
- C. SOCK STYLE BEAN BAG ROUND
 - 1. Design
 - 2. Ballistics

2. PRE-DEPLOYMENT CONSIDERATION FOR LESS LETHAL

AC 104.23.03

- A. Type of calls
- B. Level of force
- C. Team approach (lethal option)

3. DEPLOYMENT OF LESS LETHAL

AC 104.23.03

- A. Announcement and firing
- B. Evaluation of effectiveness
- C. Custody
- D. First aid

4. POST-DEPLOYMENT OF LESS LETHAL

AC 104.23.03

- A. Evidence collection
 - 1. Sock
 - 2. Shotgun hull
 - 3. Note serial number of shotgun
- B. Statements
 - 1. Officers

2. Bystanders
3. Suspects

5. **SHOTGUN QUALIFICATION COURSE [BEAN BAG]**

AC / 04.23.03

- A. Practice [5, 10, 15, 20 yard line]
[4 ROUNDS BEAN BAG]

6. **SHOTGUN QUALIFICATION COURSE [BEAN BAG]**

AC / 04.23.03

- A. Qualification [5, 10, 15, 20 yard line]
[4 ROUNDS BEAN BAG]

AR-15 PATROL RIFLE

1. **AR-15 WEAPONS SYSTEM LECTURE**

AC / 04.23.03

- A. AR-15 manual
1. Nomenclature
- A. AR-15 RIFLE INSPECTION PROCEDURE
1. Patrol vehicle removal
 2. Practice loading and unloading
 3. Practice inspection (patrol ready)

2. **AR-15 RIFLE COURSE:**

AC / 04.23.03

A. COURSE OF FIRE / INSTRUCTION

1. Patrol ready
 2. Sight in and shooting basics
 3. Evaluation of shooter
 4. Target acquisition
 5. Live fire
- A. Practice qualification 50 yards
[20 rounds]
1. STANDING
 2. KNELLING
 3. SITTING
 4. PRONE

LUNCH

A. Practice qualification 50 yards
[20 rounds]

1. STANDING
2. KNELLING
3. SITTING

3. **AR-15 RIFLE WRITTEN TEST**

____/____

CLASS DISMISSED

FIREARMS ORIENTATION COURSE DAY 3

RAPID RESPON/ACTIVE SHOOTER

1. INTRODUCTION/COURSE OVERVIEW

____/____

- A. REGISTRATION, COURSE ROSTER
- B. INTRODUCTION
 - 1. Course Purpose
 - 2. History Active Shooter Training
 - 3. Department Policy
- C. COURSE OVERVIEW
 - 1. Course Objectives
 - 2. Physical Preparation
 - 3. Mental Preparation
- D. SAFETY POLICIES OVERVIEW
 - 1. Range Safety
 - 2. Range Commands
- E. INSPECTION AND TEST
 - 1. Equipment
 - 2. Firearms
 - 3. General Order Test 80-30 SRPD

2. QUALIFICATIONS

____/____

- A. 832 P.C. PISTOL QUALIFICATION WITH PATROL VEST
 - 1. 36 Rounds: 3 yards, 7 yards, 15 yards
- B. AR-15 QUALIFICATION WITH PATROL VEST
 - 1. 20 Rounds: 50 yard line
 - 2. Standing, Kneeling, Prone

3. TEAM MOVEMENT

____/____

- A. INDIVIDUAL OFFICER MOVEMENT DRILL WITHOUT PATROL VEST
 - 1. Forward
 - 2. Back
- b. THREE OFFICER TEAM MOVEMENT DRILL WITHOUT PATROL VEST
 - 1. Forward

2. Back
- c. INDIVIDUAL OFFICER MOVEMENT DRILL WITH PATROL VEST
 1. Forward
 2. Back
- b. THREE OFFICER TEAM MOVEMENT DRILL WITH PATROL VEST
 1. Forward
 2. Back

LUNCH

4. ROOM ENTRY/SEARCH

____/____

- A. TACTICAL APPROACH
 1. Left
 2. Right
 3. Strait
- b. ROOM ENTRY
 1. Threat Assessment
 2. Shooting Lanes
 3. Searching
 4. Exiting Room

5. ACTIVE SHOOTER RESPONSE SENARIO

____/____

- A. VEHICLE POSITION
 1. Safe Location
- b. EQUIPMENT
 1. Vest, Rifle, Helmet
- c. TEAM FORMATION
 1. Team Leader
 2. Diamond Formation
- d. TEAM MOVEMENT
 1. Approach
 2. Entry
 3. Threat Assessment
 4. Shooting Lanes/Searching
 5. Exiting Room

CLASS DISMISSED

PATROL READY INSPECTION PROCEDURE **FOR THE REMINGTON 870 SHOTGUN**

- 1) Clear the rounds from the shotgun by moving the slide back approximately $\frac{3}{4}$ of the way until the spoon can be moved up and the shell catch can be manually released allowing the round to exit the magazine tube. Repeat the process until all the shells are removed and the orange follower is visible.
- 2) Physically and visually check the chamber to confirm it is empty.
- 3) Start the inspection by looking down the barrel to confirm there are no obstructions.
- 4) Check the front sight.
- 5) Hand tighten the barrel nut.
- 6) Visually check the barrel, fore-end, action bar, ejection port, trigger, safety, butt stock, check for two rounds in each side of the stock, check the sling and sling anchor points.
- 7) Close the action and confirm it locks into battery and then press the release and open the slide.
- 8) Close the action, turn on safety, point muzzle into the air and pull the trigger. Safety off and pull trigger releasing the hammer. Safety back on.
- 9) Load the magazine to full capacity and place shotgun back into the car.

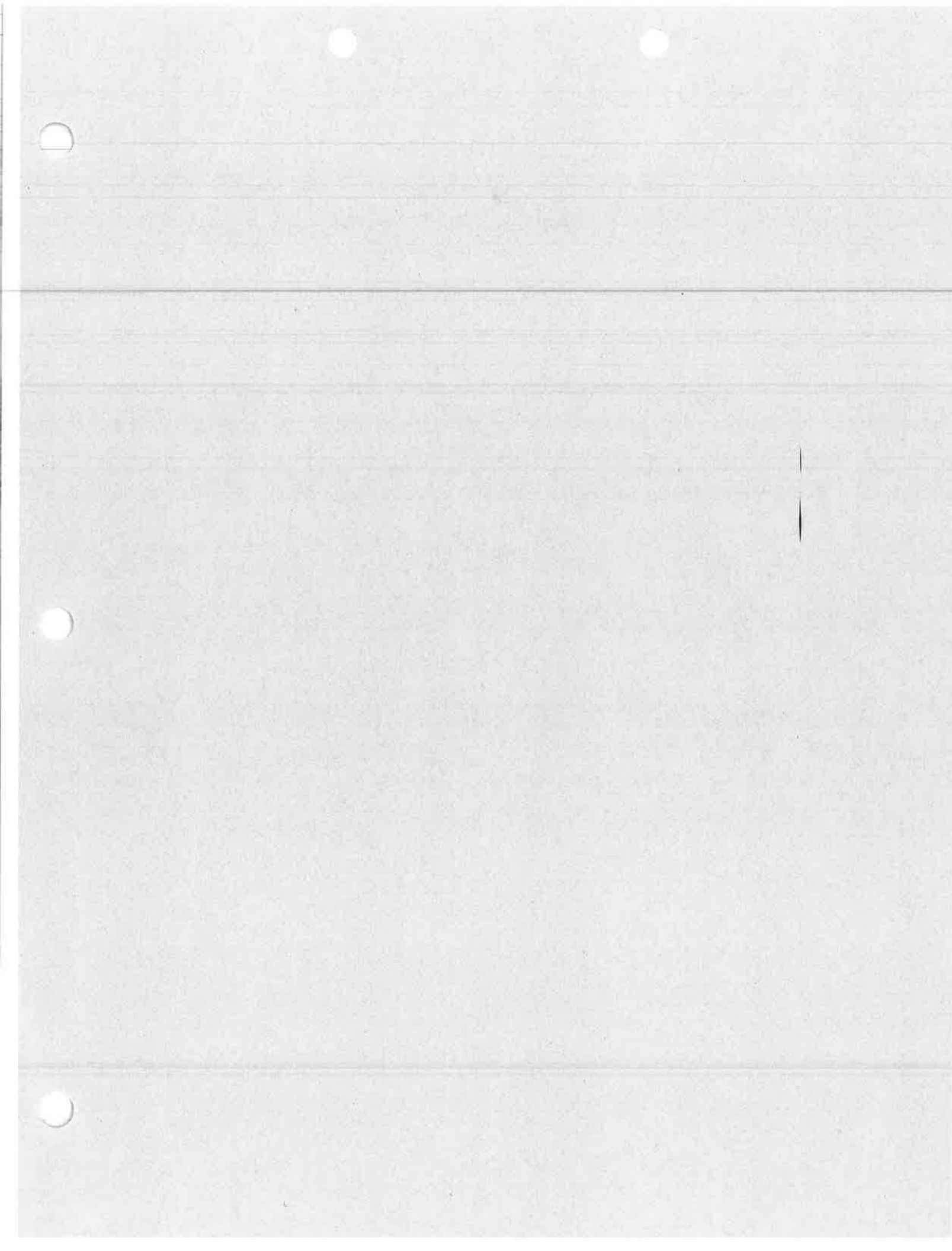
NOTE: You must maintain muzzle integrity (laser rule) while removing the shotgun from the car, during an inspection and while placing it back into the vehicle.

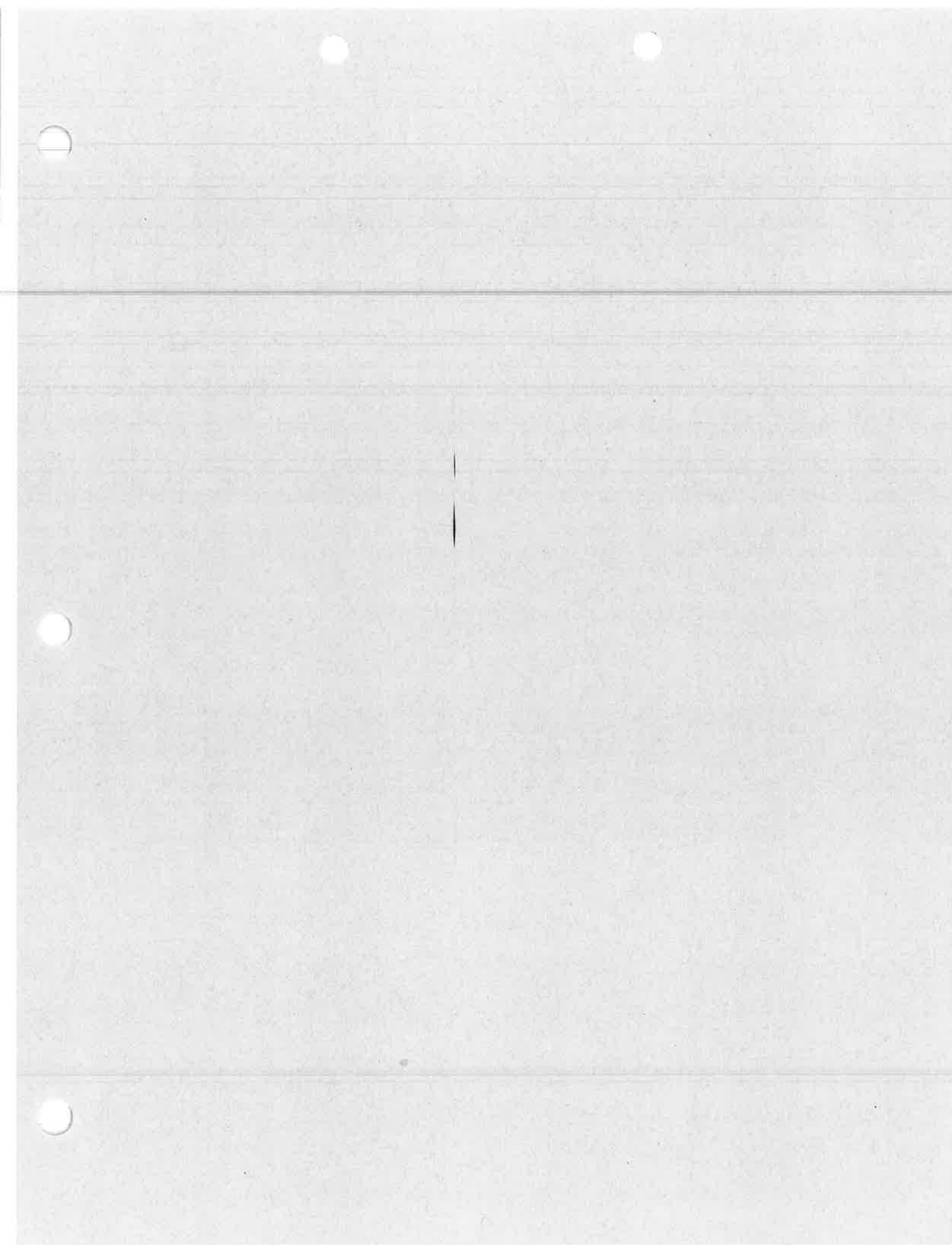
PATROL READY PROCEDURE

REMINGTON 870 SHOTGUN

- 1) Clear the rounds from the shotgun by moving the slide back approximately $\frac{3}{4}$ and the round in the chamber is removable.
- 2) Push the spoon so the shell catch can be manually released allowing the round to exit the magazine tube. Repeat the process until all the shells are removed and the orange follower is visible.
- 3) Physically and visually check the chamber to confirm it is empty.
- 4) Close the action, turn on safety, point muzzle into the air and pull the trigger. Safety off and pull trigger releasing the hammer. Safety back on.
- 5) Load the magazine to full capacity and place shotgun back into the car.

NOTE: You must maintain muzzle integrity (laser rule) while unloading the shotgun. You must also maintain muzzle integrity while loading the shotgun.





PATROL READY PROCEDURE

OLYMPIC ARMS AR-15 RIFLE

The rifle should be pointed at a 45-degree angle into the sky at all times

RIFLE INSPECTION PROCEDURES:

- 1) Check safety and confirm it is in the "safe" position**
- 2) Remove the magazine
- 3) Open the bolt, expending the chambered round
- 4) Lock the bolt in the open position
- 5) Physically and visually check the chamber to confirm it is empty
- 6) Close the bolt
- 7) Point the rifle up, pull the trigger dropping the hammer
- 8) Replace the expended round in the magazine
- 9) Reinsert the magazine firmly, strike it with the heel of your hand and then pull on it to confirm it is seated

DO NOT CHAMBER A ROUND INTO THE RIFLE

- 10) Place the rifle into the Electro-lock. Make sure it is seated properly and locked into place.

***NOTE:** You must maintain muzzle integrity (laser rule) while removing the rifle from the car, during an inspection and while placing it back into the vehicle.

PATROL READY CONDITION OF THE OYLIMPIC ARMS AR-15 RIFLE

- 1) **Uncharged, NO ROUND in the chamber**
- 2) **Bolt forward**
- 3) **Safety off**
 - a) **The safety cannot be engaged when the rifle is not charged**
 - b) **Hammer is down**
 - c) **Ejection port cover is closed**
 - d) **Dust cover on optical sight**
- 4) **Full magazine inserted into the weapon**
- 5) **Sling is on the rifle**
- 6) **Flashlight works**

PATROL READY INSPECTION PROCEDURE

FOR THE OYLIMPIC ARMS AR-15 RIFLE

As with the shotgun, the rifle should be removed from it's locked mount and inspected outside of the patrol vehicle. The rifle should be pointed at a 45-degree angle into the sky.

RIFLE INSPECTION PROCEDURES:

- 1) Remove rifle from the electro-lock
- 2) Step from the vehicle*
- 3) Remove the magazine.
- 4) Check safety and confirm it is in the "fire" position**
- 5) Open the bolt and lock it in the open position.
- 6) Physically and visually check the chamber to confirm it is empty.
- 7) Start the inspection by looking down the barrel to confirm there are no obstructions
- 8) Check the front sight, flashlight and fore-end for any defects or malfunctions
- 9) Hand tighten the Reflex sight and look threw the sight and check for the triangle.
- 10) Visually check the receiver area for an obvious defects.
- 11) Confirm the butt stock locks in both the closed and opened positions.
- 12) Place the safety on and close the bolt.
- 13) Point the rifle up, test the safety by pulling the trigger with the safety in the on position

- 14) Turn the safety off and pull the trigger releasing the hammer.
- 15) Push down on the top round of the magazine and confirm it is full.
- 16) Visually inspect the magazine.
- 17) Reinsert the magazine firmly, strike it with the heel of your hand and then pull on it to confirm it is seated.

DO NOT CHAMBER A ROUND INTO THE RIFLE

- 18) Place the rifle into the Electro-lock. Make sure it is seated properly and locked into place.

***NOTE:** You must maintain muzzle integrity (laser rule) while removing the rifle from the car, during an inspection and while placing it back into the vehicle.

**** NOTE:** If the safety is in the “safe” position, the rifle has been left in the charged position and may be loaded. Exercise extreme caution while handling the rifle

If you feel the rifle is not functioning properly, place it into the rifle locker. Fill out an equipment repair form and attach it to the rifle. Advise you sergeant of the malfunction.

SDAT ORIENTATION COURSE DAY 2

1. LECTURE ON ASP TACTICAL BATON

AK 104-16-03

A. ASP TACTICAL BATON HISTORY

1. SRPD history
2. Other impact weapons

B. TECHNICAL CHARACTERISTICS OF THE ASP BATON

1. Models
2. Parts
3. Maintenance
4. ASP Operations

C. BODY MECHANICS (PYRAMID)

1. Wide base
2. Deep base
3. Low center
4. Hand position

D. POWER GENERATION

1. Balance
2. Endurance
3. Flexibility
4. Focus
5. Speed
6. Strength

E. TRAINING TERMINOLOGY

1. Weapon side
2. Reaction side
3. Clearance strikes
4. Forgiving techniques
5. Modes
6. Weapon strike
7. Straight strike
8. Rapid response strike
9. 45 degree angle strike
10. Weapon hand strike
11. Reaction hand strike

F. STRIKING AREAS / NONSTRIKING AREAS

1. (Striking areas) Center mass arm, body, leg
2. (Nonstriking areas) head, neck, spine, kidneys, groin

NOTE: In a lethal confrontation nonstrike zones can become strike zones. You must be able to justify the use of deadly force.

G. BATON STRIKES (OPEN AND CLOSED MODE)

1. Weapon strike
2. Reaction strike
3. Straight strike
4. Rapid response strike
5. Combinations
6. 45 degree angle strikes

STRETCHING / WARM-UP

2. CARRYING / BASIC DRAWS / CLOSING THE BATON

AC 104-16-03

- A. Carrying the ASP
- B. Weapon hand
- C. Reaction hand
- D. Closing

3. ASP STRIKES (BAG WORK)

AC 104-16-03

- A. Striking areas / areas not to strike
- B. Weapon strike
- C. Reaction strike
- D. Straight strike
- E. Clearance strike

4. TWO STRIKING MODES (BAG WORK)

AC 104-16-03

- A. Open
- B. Closed

5. TWO POSITIONS FOR STRIKING

AC 104-16-03

- A. Ready Position
- B. Loaded Position

LUNCH

STRETCHING / WARM-UP

6. PRACTICE DRILLS (WITH VARIATIONS)

AC 104-16-03

A. Bag Work, one and two man opponents

7. OC SPRAY

AC 104-15-03

A. Distances / Duration / Conditions

1. Minimum of 3'
2. Maximum of 15'
3. Three second burst
4. Wind condtions

B. Medical considerations

1. Flush eyes with large amount of water
2. Air face out in a breeze

FILM: P.O.S.T. "CONTROLLING VIOLENT SUBJECTS"[Part 2]

Time viewed _____

CLASS DISMISSED

4.15.03 : POST OLEORESIN CAPSICUM

4.15.03 : SAN DIEGO POLICE DEPT "IN CUSTODY DEATH"

SDAT ORIENTATION COURSE DAY 3

STRETCHING / WARM-UP

1. REVIEW OF DAY 1 AND DAY 2

LUNCH

STRETCHING / WARM-UP

AC / 04-16-03

2. HITMAN SINARIOS

- A. 647(F) subject
- B. 5150 W&I subject
- C. Warrant arrest

FILM: P.O.S.T. "CONTROLLING VIOLENT SUBJECTS" [Part 3]
(2 hours) Time viewed _____

FILM: P.O.S.T. "VERBAL JUDO, TACTICAL COMMUNICATIONS"
(2 hours) Time viewed _____

CLASS DISMISSED

COMMENTS:

