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**SAN RAFAEL POLICE DEPARTMENT  
TRAINING UNIT FINAL REPORT  
PHASE 3-April/May/June 2006**

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**MEMORANDUM**

**DATE:** 07/04/06

**TO:** THOMAS SIMMS, CHIEF OF POLICE  
MICHAEL KELLER, CAPTAIN  
JEFF FRANZINI, CAPTAIN

**FROM:** OFFICER CHRISTIAN DIAZ  
TRAINING MANAGER

**RE:** FINAL REPORT  
PHASE 3

Attached are the course outline, safety policies, instructor schedule, training record sheets, attendance record, and POST certification request. There were a total of six sessions presented. The first session was on 04/14/2006 and the last session was completed on 06/30/2006. The class was a combination of firearms and arrest and control training.

Our training day started with the officers registering for the class and being given an overview of the day. The class was held on the range qualifying with the rifle, pistol. On the range, each officer was required to qualify with the rifle and pistol while wearing their uniform and personal body armor. Officers also worked on their individual operator skills, such as moving and shooting, the immediate reaction drill, scanning, CQB drills and entry drills.

Officers were required to shoot a rifle qualification course from various positions such as, standing, kneeling, seated and prone. The officers were wearing their personal body armor during qualification.

The second part of the day was spent at the Richmond range classroom where officers participated in arrest and control techniques, as well as expandable baton techniques. The instructor explained tactics and responses to arrest and control situations. After a demonstration, officers practiced their skills in small teams responding to a simulated arrest.

All personnel involved in the training completed the course in a satisfactory manner.

### **P.O.S.T. CERTIFICATION**

1) Tactical Rifle and Pistol: Firearms PSP

### **SAFETY ISSUES:**

None

### **REMEDIAL TRAINING:**

There was one remedial training needed outside of the regular training day. Officer Lance Ratto was unable to complete the firearms qualification due to illness. Officer Lance Ratto completed the qualification on 05/03/2006 at Bullseye indoor range in San Rafael. Corporal David Cron was the instructor present on 05/03/2006

### **EQUIPMENT CHECK:**

All guns inspected were clean.

### **DID NOT COMPLETE OR ATTEND PHASE TRAINING:**

Captain Franzini	
Captain Keller	
Lieutenant Hulert	4850
Sergeant Spalletta	
Sergeant Coale	
Sergeant Fink	
Corporal Hanlon	4850
Officer Reese	
Officer Moyles	4850
Officer Aa. Plombo	
Officer Castaneda	Off duty injury leave



## **P.O.S.T REQUIREMENTS:**

Perishable Skills/Communications Requirement for CPT. Effective January 1, 2002, all peace officers (except Reserve officers) below the middle management position and assigned to patrol, traffic, or investigation who routinely effect the physical arrest of criminal suspects are required to complete Perishable Skills and Communications training.

Perishable Skills training shall consist of a minimum of 12 hours in each two-year period. Of the total 12 hours required, a minimum of 4 hours of each of the three following topical areas shall be completed:

- Arrest and Control
- Driver Training/Awareness or Driving Simulator
- Tactical Firearms or Force Options Simulator

I reviewed the P.O.S.T perishable skills compliance records for each individual that did not attend Phase 3, 2006. All were in compliance with Arrest and Control/Firearms.

## **CONCLUSION:**

Overall, each individual officer's effort and performance in this phase of training was very good. The basic qualifications were excellent. The feedback that I received from each class was very positive. This phase was the introduction to the new hand gun qualification course. It received high praise.

This phase of training was submitted to P.O.S.T. for perishable skills credit in the area of Firearms. The training was certified by P.O.S.T. The Arrest and Control training was submitted to P.O.S.T for perishable skills credit. P.O.S.T did not receive the course request documents. The next phase training will be an Arrest and Control perishable skills credit phase.

**EXPANDED COURSE OUTLINE**  
**ARREST AND CONTROL/FIREARMS**  
**PHASE 3**

**CONTENT**

**00645:        REGISTRATION**

Tactical firearms category: A,J,C

- A. Administration ( Safety orientation)
- B. Scenario based classroom training
- C. Search and Seizure
  - 1. Consensual
  - 2. Detention
  - 3. Arrest

**0700-0715:   LESS LETHAL LECTURE**

Tactical firearms category:   K,G,F,Q

- A. Review less lethal bean bag strike zones
  - 1. Rear and front zones
  - 2. Areas to avoid
    - a. Head, neck, spine, head, groin, upper chest and lower back (kidneys)
- B. Deployment considerations
  - 1. Distance
    - a. No deployment minimum
  - 2. Must consider circumstances
    - a. Body area impact/multiple hits
    - b. Body weight/mass
    - c. Clothing
    - d. Wind
- C. First aid
  - 1. Blunt force trauma
    - a. Bruises, broken bones ect.

**0715-0730:   WARM UP AND STRECH**

Tactical firearms category: A

- A. Upper body warm ups and stretching
  - 1. Circular rotation of head
  - 2. Circular rotation of shoulders
  - 3. Circular rotation of arms and wrist
  - 4. Circular rotation of torso
  - 5. Arm stretches
  - 6. Wrist stretches
- B. Lower body warm ups and stretching
  - 1. Touch toes
  - 2. Bend leg back while standing
  - 3. Calf stretches
  - 4. Other misc. stretches
- C. Jog around building

## **0730-0800: NERVE STIMULATION**

Tactical firearms category: H,D

- A. Sterno-mastoidal
- B. Head reversal takedown
- C. Hair-pull takedown
- D. Salivary gland
- E. Gum nerve
- F. Buckle nerve
- G. Armpit

## **0800-0900: WRIST CONTROLS**

Tactical firearms category: B,D,F,H

- A. Come along
  - 1. Left
  - 2. Right
- B. Front wrist control
  - 1. Left
  - 2. Right
- C. Rear wrist control
  - 1. Left
  - 2. Right
- D. Bar arm
  - 1. Side
  - 2. Back

E. Arm Lock

1. Right
2. Left

F. Combos

G. Wrist control takedowns from the following control holds

1. Front wrist control
2. Rear wrist control
3. Bar arm
4. Arm lock
5. Bar hammerlock take down w/prone control

**0900-1000: HANDCUFFING**

Tactical firearms category: C,E,J

A. Standing

1. Cooperative subject

B. Kneeling

1. High risk

C. Prone

1. High risk

D. Prone control/bar hammerlock handcuffing

1. Combative/uncooperative

**1000-1015 ASP /OC PEPPER SPRAY**

Tactical firearms category: K,J,G,F,I,P

A. Weapon hand strike

B. Reaction hand strike

C. Straight strike

D. Double handed strike

E. Positioning on the belt

F. Striking areas

G. Non-striking areas

H. Riot control

1. Skirmish line
2. Tem movement
3. Less lethal
4. Arrest teams



**1015-1030 PERSONAL WEAPONS**

Tactical firearms category: G,H,I,J,D,B

- A. HAND / FIST STRIKES
- B. ARM / ELBOW STRIKES
- C. LEGS / KNEE STRIKES
- D. FEET / HEEL STRIKES

**1030-1200 HITMAN, BAG WORK, VERBAL, COMMANDS**

Tactical firearms category: J,I,H,G,F,E,D,C,B

- A. Hitman (Weapon retention)
  - 1. 647(f) arrests
  - 2. Warrant arrest
  - 3. 5150 W&I
  - 4. Video

**1200-1245** Lunch

**1245-1315 HANDGUN QUALIFICATION**

Tactical Firearms category: d,b

- A. Handgun qualification
  - 1. 3 yards: From the three positions 12 shots one reload in thirty seconds
  - 2. Stance, grip, combat stance, create distance and speed
- B. 7 yards: From the five positions 12 shots one reload in thirty seconds
  - 1. Sights, combat stance, trigger control
- C. 20 yards: From the five positions 12 shots one reload in thirty seconds
  - 1. Sights, combat stance, trigger control, breath control

**1315-1330 LESS LETHAL QUALIFICATION**

Tactical firearms category: k

- A. Less lethal qualifications
  - 1. 3 rounds: 10, 15, 20 yards

**1330-1400 RIFLE QUALIFICATION (WITH AND**

## WITHOUT TACTICAL GEAR)

Tactical firearms category: d,b

### A. Rifle qualification without tactical vest

1. 50 yards 5 rounds
  - a. Prone
2. 50 yards 5 rounds
  - a. Sitting (open or closed leg)
3. 25 yards 5 rounds
  - a. Standing with a tactical reload
4. 25 yards 5 rounds
  - a. Kneeling unsupported
5. 25 yards 5 rounds
  - a. Kneeling supported
6. 15 yards 3 rounds
  - a. Standing with a tactical reload
7. 15 yards 3 rounds
  - a. Kneeling
8. 15 yards 2 rounds
  - a. Shooting on the move
9. 15 yards 3 rounds
  - a. tactical lunge step
10. 10 yards 3 rounds
  - a. (2+1) drug/armor drill (2 body/1head)
11. 10 yards 3 rounds
  - a. (2+1) drug/armor drill (2 body/1 head)
12. 7 yards 2 rounds
  - a. Malfunction drill/transition and clear malfunction
13. 7 yards 2 rounds
  - a. Malfunction drill/transition and clear malfunction
14. 3 yards 3 rounds
  - a. (2+1) CQB grip to extended grip (2 body/1head)
15. 3 yards 3 rounds
  - a. (2+1) CQB grip to extended grip (2 body/1head)

### B. Rifle qualification with tactical vest

1. 50 yards 5 rounds
  - a. Prone
2. 50 yards 5 rounds
  - a. Sitting (open or closed leg)
3. 25 yards 5 rounds
  - a. Standing with a tactical reload
4. 25 yards 5 rounds
  - a. Kneeling unsupported
5. 25 yards 5 rounds
  - a. Kneeling supported

6. 15 yards 3 rounds
  - a. Standing with a tactical reload
7. 15 yards 3 rounds

## **1400-1700 Scenarios: #1 and #2**

Tactical firearms category: b,g,I

### **A. Scenario #1**

1. 75 yard run to starting box
2. FI starting position
  - a. Command to start give by instructor
3. Two shots standing position onto a steel plate
  - a. Tactically move forward to cover
4. Two shots from each side of barricade onto steel plates (standing)
  - a. Tactical or combat reloads from cover
  - b. Tactically move forward to cover
5. Two shots from each side of the barricade onto steel plates (kneeling)

SUMMARY: - 75 yard run  
- 3 engagement locations  
- 1 reload  
- 10 rounds  
- 2 shooting positions  
- 5 targets

### **B. Scenario #1**

1. Two minutes of bag work
  - a. Two bags
  - b. Personal weapons and ASP baton
2. Jog to vehicle located on range
  - a. Officer sits in vehicle, seat belted with the door closed
3. Officer exits vehicle and engages two steel targets
  - a. Two steel knock down targets one shot each from driver's side
    1. Targets placed approximate 20' in front of vehicle
  - b. Move forward/lateral to cover and engage two targets
    1. Engage one target from right side of barricade (steel target located on far right side of range)
    2. Engage one target from the left side of the barricade (steel target located on left side of range)
  - c. Move to rear of vehicle, dawn tactical vest and retrieve AR-15
    1. From the trunk , on right side of vehicle engage one paper target posted high and one paper target posted low. Fire two

- rounds in each from the kneeling position
2. Tactically move to the right front side of the vehicle.  
Engage one paper target on the left side of the range with two rounds.

SUMMARY: - 2 minutes of bag work  
- 4 engagement locations  
- No reloads  
- 12 rounds  
- 2 shooting positions  
- 7 targets: 3 papers and 4 steel

**CLASS ENDS; 1700 HOURS**

**SAN RAFAEL POLICE DEPARTMENT  
PHASE 3 TRAINING, COURSE OUTLINE.**

**SDAT:**

**0800: ADMIN. & CLASS PAPERWORK**

**0830: OC SPRAY, LECTURE AND EQUIPMENT CHECK**

DISTANCE & DURATION

FIRST AID

**0900: STRETCHING AND WARM-UP**

**0930: WRIST CONTROLS**

FRONT WRIST CONTROL

REAR WRIST CONTROL

BAR ARM / ARMLOCK

COME ALONG

COMBOS

**1000: NERVE STIMULATION**

STERNO-MASTOIDAL

SALIVARY GLAND

BUCKLE NERVE

GUM NERVE

ARMPIT

**1030: HANDCUFFING / HOBBLE / SEARCHING**

STANDING

KNEELING

PRONE

**1100: PERSONAL WEAPONS**

HAND / FIST STRIKES

ARM / ELBOW STRIKES

LEGS / KNEE STRIKES

FEET / HEEL STRIKES

**1130: HANDGUN CONTROL / RETENTION**

HOLSTER / BODY TWIST

TWO HAND GRIP / PUSH PULL

**1200: BATON / STRIKING & NON-STRIKING AREAS**

WEAPON HAND STRIKE

REACTION HAND STRIKE

STRAIGHT STRIKE

DOUBLE HAND STRIKE / OPTIONAL STRIKE

**1230: LUNCH**

**SAN RAFAEL POLICE DEPARTMENT  
PHASE 3 TRAINING, COURSE OUTLINE.**

**FIREARMS:**

**1330: ADMIN. & CLASS PAPERWORK**

**1400: REVIEW & LECTURE: G.O. 80-30**

**COVER / CONCEALMENT**

**VERBAL COMMANDS**

**FORCE OPTIONS**

**SHOOTING FUNDAMENTALS**

**5 STEP DRAW & RECOVERY**

**1430: ACCURACY DRILL / DOTS**

**5 YARD LINE. 10 YARD LINE**

**1500: HANDGUN QUALIFICATION COURSE ( 30 ROUNDS )**

**1630: RIFLE INSPECTION PROCEDURE**

**RIFLE LOADING & UNLOADING**

**SHOOTING FUNDAMENTALS**

**1700: POSITIONAL SHOOTING PRACTICE**

**50 YARD LINE ( 20 ROUNDS )**

**25 YARD LINE ( 20 ROUNDS )**

**RIFLE QUALIFICATION COURSE ( 50 ROUNDS )**

**1730: RANGE & BRASS CLEAN-UP**

**1800: CLASS OVER.**

**SAN RAFAEL POLICE DEPARTMENT  
HANDGUN AND RIFLE  
BLOCK TRAINING TOPICS**

06//06

**(1)**

**HANDGUN SHOOTING FUNDAMENTALS:**

- \* Stance
- \* Grip
- \* Sight picture
- \* Sight Alignment
- \* Breath
- \* Trigger Squeeze
- \* Recoil
- \* Recovery

**(2)**

**HANDGUN POSITIONAL SHOOTING:**

Standing  
Kneeling  
Sitting  
Prone  
Barricade

**(3)**

**HANDGUN 5-STEP DRAW & RECOVERY:**

**Position 1-**

Combat Stance, move Weapon hand to weapon, unsnap holster.

**Position 2-**

Grip weapon, remove weapon from holster.

**Position 3-**

Clear holster, point weapon towards threat with weapon at the waist level, above holster, canted away from clothing with two handed grip.

**Position 4-**

Extended weapon away from body into "point shooting position" with two handed grip, both eyes open, looking over the sights and weapon centered on the target.

**Position 5-**

Weapon fully extended into "sight picture" shooting position with eyes focused on front sight and proper sight alignment.

**SAN RAFAEL POLICE DEPARTMENT  
HANDGUN AND RIFLE  
BLOCK TRAINING TOPICS**

**(4)**

**HANDGUN LOADING / UNLOADING / COMBAT RELOADING  
/ TACTICAL RELOADING / MALFUNCTIONS:**

**LOADING:**

Insert a loaded magazine and make sure it has engaged the magazine catch.  
Push down on the slide catch lever if slide is locked back.  
Draw back and release the slide if the slide is forward.  
Push down on the de-cocking lever.

**UNLOADING:**

Point handgun in a safe direction (Laser rule)  
Finger off of the trigger (Master Grip )  
Press magazine release button and remove the magazine.  
Pull back the slide and lock with the slide catch lever.  
Check to make sure any chambered round was extracted and ejected.  
Visually and physically inspect the chamber and magazine well to make sure the handgun is unloaded.  
Release the slide forward and press down the decocking lever.

**COMBAT RELOADING:**

Slide catch locks the slide open when magazine is empty.  
Press magazine release button and remove the magazine.  
Insert a loaded magazine.  
Push down on the slide catch lever or draw back slide to release slide forward.  
Slide locks into battery with a chambered round.

**TACTICAL RELOADING:**

Only from a position of cover or concealment, with distance from the threat, following a gun fight.  
Press magazine release button and remove magazine. Do not discard the magazine.  
Insert a loaded magazine.  
Push down on the slide catch lever or draw back slide to release slide forward.  
Slide locks into battery with a chambered round.  
Store the partially expended magazine for later use.

**MALFUNCTIONS:**

Press magazine release button and remove the magazine.  
Operate slide to clear any rounds from the chamber.  
Insert a loaded magazine.  
Draw back slide and release slide forward  
Slide locks into battery with a chambered round.



**SAN RAFAEL POLICE DEPARTMENT  
HANDGUN AND RIFLE  
BLOCK TRAINING TOPICS**

**(5)**

**COVER & CONCEALMENT / VERBAL COMMANDS / FORCE  
OPTIONS / TARGET RECOGNITION:**

**COVER & CONCEALMENT:**

Cover is capable of stopping or slowing projectiles.

Concealment provides visual barricade, but may not provide cover.

**VERBAL COMMANDS:**

Officer should utilize verbal commands, if possible, to control threats.

Provides benefit of alerting witnesses to the threat.

**FORCE OPTIONS:**

Officers should always consider all force options to determine appropriate response to the threat.

Review Discharge of Firearms Policy, 80-30.

**TARGET RECOGNITION:**

Officers must identify the type of threat and determine whether lethal force is necessary.

Review "Shoot vs. No Shoot" scenarios.

**(6)**

**TACTICAL MOVEMENT / MULTIPLE THREATS:**

**TACTICAL MOVEMENT:**

Side Step

Lunge Step

Tactical retreat

**MULTIPLE THREATS:**

Confrontation involving multiple threats from different angles or distances.

Deliver immediate center mass shots to primary threat followed by shots to the secondary or subsequent threats.

Move to cover, if available, and continue to assess and respond to the threats as appropriate.

**SAN RAFAEL POLICE DEPARTMENT  
HANDGUN AND RIFLE  
BLOCK TRAINING TOPICS**

**(7)**

**FAILURE DRILL / VERTICAL TRACKING DRILL:**

**FAILURE DRILL:**

Used against an immediate life threatening situation in close proximity and immediate incapacitation is necessary.

Multiple shots placed to center mass, followed by a secondary shot/shots to the head for immediate terminal results. ( Failure Drill )

**VERTICAL TRACKING DRILL:**

Used against an immediate life threatening situation in close proximity and immediate incapacitation is necessary.

Multiple shots placed to center mass with secondary shots moving up towards neck and head for immediate terminal results. ( Vertical tracking )

**San Rafael Police Department  
Training Unit  
Phase 3 Training 2005-2006**

**“FIREARMS”**

**SAFETY POLICY**

It shall be the policy of the San Rafael Training Unit to conduct all training in such a manner as to promote an attitude of safety among instructors and students alike. Concern for safety is contagious and can only result in a reduction of risk.

The efforts of all personnel involved in training shall be directed toward ensuring a safe atmosphere within which maximum training benefit can be realized.

**I. STAFF / ADMINISTRATIVE RESPONSIBILITIES**

- A. The training staff shall provide advance notice to prospective trainees and their agencies regarding anticipated physical demands and / or physical performance expectations. The training staff shall maintain a staff-to-student ratio of 1:5.
- B. Instructors shall be provided with a copy of the specific safety guidelines pertaining to their course of instruction prior to the commencement of their class.
- C. The training staff shall ensure that emergency communications such as phones and radios are accessible at all training sites. These communication devices shall be readily accessible to both staff and students at all times.
- D. All members of the instructional staff shall be trained in first aid and CPR. A first aid kit shall be readily accessible to both staff and students at all times.
- E. Student emergency notification information shall be maintained for the duration of the course.
- F. When planning a training event the training staff shall identify which medical facilities and emergency services are available or subject to call in the event of emergency or student injury (San Rafael Police Dispatch 415-485-3098, EMS 911).

**II. INSTRUCTIONAL STAFF-TO-STUDENT RATIOS**

- A. Instructional staff to student ratios for each psychomotor skill area have been established. Factors considered in establishing these ratios included, but were not limited to:
- the intensity or pace of the training experience
  - student familiarity with the material
  - characteristics of the training site
  - injury potential
  - active versus passive participation\*
- B. For the purposes of establishing an instructional staff to student ratio, the following personnel titles and descriptions are viewed by the San Rafael Police Department Training Staff as exerting functional supervision over students in training:
- Primary Instructor
  - Assistant Instructor (s)
  - Training Staff Member (s)
  - Training Manager
- C. The specific ratios are identified in this safety policy as 1:3
- D. Reassessment of the staff-to-student ratio will be initiated when curriculum changes are proposed or when course structure is otherwise modified.
- Terms used as defined in the document POST Guidelines for Student Safety in Certified Courses

### **III. INSTRUCTOR RESPONSIBILITIES**

- A. The primary instructor shall be responsible for conducting safety inspections of students and facilities used for training.
- B. Instructors should be aware of environmental factors such as weather or air quality and adjust the instruction as necessary.

- C. The primary instructor or designee shall verbally review specific safety rules with students prior the conducting any training.
- D. Specific safety rules shall be incorporated into lesson plans. Copies of safety rules shall be distributed to students as part of the course handouts.
- E. Instructors shall adhere to the expanded course outline as approved by the Training Staff, Certified Presenter and as submitted to POST.
- F. Instructors shall advise students of their responsibility to report and/ or stop unsafe actions during training.
- G. Instructors shall display an attitude of safety and professional demeanor at all items.

#### **IV. STUDENT RESPONSIBILITIES**

- A. Students shall immediately notify a member of the Instructor Staff of any known pre-existing medical condition which is likely to be aggravated by, or effect performance during training.
- B. Students shall be required to provide evidence of medical or physical fitness for training if the instructor questions their ability to perform safely.
- C. Students shall immediately notify a member of the training staff of any injury sustained during training.
- D. Students are responsible for adhering to all safety requirements of individual courses.

#### **V. RESPONSE TO INJURIES**

- A. In the event of an injury, the following actions shall be taken as necessary:
  - 1. Render first aid.
  - 2. Obtain appropriate medical assistance. In all cases where a student loses consciousness an evaluation shall be sought from a competent medical authority before the student is allowed to return to training.
  - 3. Notify Training Manager and on-duty watch commander.

4. Initiate other appropriate notifications appropriate notifications or actions as required (Richmond Fire Department #510-307-8031, San Rafael Police Dispatch 415-485-3098, EMS 911).
5. Investigate and submit a written report to the training manager.
6. Students who sustain an injury, which requires treatment by a physician, must obtain a medical release from the treating physician before they will be allowed to resume training.

## **VI. COURSE-SPECIFIC SAFETY RULES**

- A. Specific safety rules and procedures for individual subject areas are attached. Specific rules vary due to differences in subject matter, tasks to be performed and particular training environment or site.
- B. Reference has been made to the following resource in developing this policy:

POST Guidelines for Student Safety in Certified Courses

California Commission on Peace Officer Standards and Training, 1990