

138031

MARYLAND POLICE TRAINING COMMISSION
REGULATIONS

The following copy of the Police Training Commission regulations incorporates the latest updates, including the regulation that became effective January 1, 1992. Any changes proposed but not yet finalized will not yet be included in this set. Any questions should be referred to the Certification Section of the Commission at 442-2700.

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Title 12
DEPARTMENT OF PUBLIC SAFETY
AND CORRECTIONAL SERVICES

Subtitle 04 POLICE TRAINING COMMISSION

Chapter 02 Firearms Training and Instructor Certification
Regulations

Authority: ARTICLE 41 4-201, Annotated Code of
Maryland

.01 General.

- A. The regulations contained in this chapter apply to all firearms training regulated by the Police Training Commission (PTC).
- B. PTC regulations are minimum standards. Each department or agency shall evaluate its geographic area of responsibility to determine if more restrictive standards are necessary.
- C. Law enforcement officers shall qualify with the weapon they carry, both on and off duty.

.02 Performance Objectives.

Performance objectives for all entry-level firearms training shall be covered as follows (objective number in parenthesis):

- A. Identify mental, emotional, and physical preparation needed for eventuality of a possible shooting situation (Obj.#162);
- B. Identify liabilities that are attached to the officer and agency through the use of force (Obj.#163);
- C. Define the terms and circumstances of reasonable force and deadly force (Obj.#164);
- D. Identify the limits of deadly force as identified by State law (Obj.#165);
- E. Demonstrate proper cleaning of officer's handgun, and shotgun, if applicable (Obj.#166);
- F. Demonstrate safely loading and unloading of a handgun, and shotgun, if applicable (Obj.#167);
- G. Demonstrate safely drawing and reholstering of weapon (Obj.#168);
- H. Demonstrate safely placing and removing a shotgun, from a vehicle storage mechanism, if applicable (Obj.#169);
- I. Demonstrate safe and proper handling of handgun during weapons instruction (Obj. #170);

- J. Demonstrate proper techniques for holding and carrying a shotgun, if applicable (Obj.#171);
- K. Identify methods of making a handgun safe when not being carried on the person, such as unloading and storing ammo in separate location and securing the handgun out of reach (Obj.#172);
- L. Identify principles of good marksmanship such as stance, grip, breath control, trigger control and follow through (Obj.#173);
- M. Demonstrate proper stance for handgun shooting positions including: point shoulder, crouch, prone, and kneeling (Obj.#174);
- N. Demonstrate proper techniques for shooting the shotgun, if applicable, from the: standing, kneeling, and hip positions (Obj.#175).

.03 Firing Range Courses.

- A. Given a daylight range course or courses established or approved by the Police Training Commission, the student shall fire with the approved weapon that is carried on or off duty and shall meet previously established standards of proficiency (Obj.#176);
- B. Given a reduced light range course or courses established or approved by the Police Training Commission, the student shall fire the service handgun that is carried on or off duty and shall meet previously established standards of proficiency (Obj.#177).
- C. Firing on any PTC qualifying course shall be done using only one finger on the trigger.

.04 Firearms Instructors.

- A. There shall be at least one PTC certified firearms instructor or line safety officer, or provisional firearms instructor with a certified firearms instructor present, for every five officers, or any number up to five officers, actually on the firing line.
- B. The one to five ratio of firearms instructors or line safety officers to officers actually firing shall consist only of those instructors and line safety officers who are actually on the firing line.
- C. Tower operators/firing line controllers may be either a firearms instructor or line safety officer, or a provisional firearms instructor with supervision.
- D. Tower operators/firing line controllers may not be counted as being part of the one to five ratio when the

total number of officers firing the line exceeds fifteen.

- E. If more than one instructor is required, one of the certified firearms instructors or line safety officers present shall be designated as line supervisor.
- F. Provisional firearms instructors may not act alone or supervise a firing line without a firearms instructor present.
- G. Qualifications and certification procedures for firearms instructors and line safety officers are specified in Regulation .14

.05 Submission of Data.

- A. All documentation validating qualifying courses of fire, standards, or certification requirements shall be submitted to the PTC for approval before implementation or certification of the program.
- B. Departments or agencies planning to conduct an approved firearms training program shall submit the curriculum for the program to the Commission at least 20 work days before the start of the program.
- C. School directors shall submit firearms scores and other data as required to the PTC.
- D. A failure to qualify with duty handgun shall be reported to the Commission in writing by the certifying firearms instructor within 30 days of the date of failure. However, if the failing officer obtains a passing score on the same qualifying course within the 30 day period, notification shall not be necessary.
- E. **Additional Requirements:**
 - (1) As part of the annual firearms qualification, 2 hours of classroom work in the following areas is required:
 - (a) Purpose of firearms instruction;
 - (b) Care, cleaning, safe handling, and storage of the service revolver;
 - (c) Legal aspects in the use of firearms, and
 - (d) Fundamentals of shooting, such as sight alignment, grip, and trigger squeeze.
 - (2) The 2 hours classroom requirement may be included as part of the total required hours of annual in-service training.
 - (3) If a department is conducting transitional training as described in the following regulations, the classroom portion of that transitional training program may also be part of the total required hours of annual in-service training.

.06 Entrance-Level Firearms Training Course Requirements.

- A. A police officer who is authorized to carry firearms shall successfully meet the performance objectives and standards of the 35-hour entrance-level firearms training program before being issued or carrying the firearm. The firearms training program may be taken as part of the entrance-level training program or separately; however, the police officer shall successfully complete the program before an authorized weapon may be carried.
- B. **Service Weapon.**
- (1) "Service weapon" means a weapon issued for every day use by the general police population.
 - (2) "Service weapon" does not include:
 - (a) Counter-sniper weapons;
 - (b) Assault rifles;
 - (c) Automatic weapons; or
 - (d) Semi-automatic pistols issued to tactical or other officers in specialized units.
- C. **Service Weapon Transitional Training.**
- (1) A change by a department or agency from the revolver to the semi-automatic pistol, or vice versa, will be considered service weapon transitional training.
 - (2) Service weapon transitional training is governed by Regulation .13 of this chapter.
- D. **Handgun and Shotgun Entrance-Level Instruction Courses.**
- (1) Handgun and shotgun entrance-level instruction courses shall include, at a minimum, 12 hours of classroom instruction. If the agency or department does not issue shotguns, 10 hours of classroom instruction covering the service handgun is acceptable.
 - (2) Course topics shall include:
 - (a) Legal aspects in the use of firearms, including:
 - (i) Rules for the use of deadly force, and
 - (ii) Criminal, civil, and administrative liability for misuse of deadly force;
 - (b) Nomenclature of service weapons;
 - (c) Care and cleaning of service weapons;
 - (d) Safe handling and safe storage of service weapons:
 - (i) At home,
 - (ii) In the station,
 - (iii) On the range,
 - (iv) On patrol,
 - (v) In a vehicle, and
 - (vi) In a patrol unit;

- (e) Fundamentals of shooting consisting of lecture, and demonstrations, and exercises in handling service weapons including:
 - (i) Combat, kneeling, and prone positions,
 - (ii) Weak, strong and one-handed shooting,
 - (iii) Firing from horizontal and vertical barricades, and
 - (iv) Double action shooting;
- (f) Explanations and reasons for recruit course of fire; and
- (g) Alternatives to using deadly force in potential deadly force situations.

.07 Courses of Fire for Service Handgun for Entrance-Level Programs.

- A. A minimum total of 1000 rounds of ammunition shall be fired for training practice and qualification.
- B. **Handgun Requirements.**
 - (1) The handgun shall be issued or approved by the trainee's agency.
 - (2) A substitute handgun may be used if the trainee's weapon is found to be defective during firing.
 - (3) The substitute handgun shall be of the same type, model, manufacture, caliber, and barrel length as the original weapon.
- C. At least three separate calendar days of range time shall be allotted for firing exercises and qualification.
- D. **Qualifying Courses of Fire.**
 - (1) Firing shall include shooting from the 2 or 3, 5 or 7, 15, and 25 yard lines.
 - (2) Exceptions for distances can be granted upon special request to the PTC.
 - (3) More than 40 percent of the total number of rounds discharged during the course may not be shot at any single yard line closer than 25 yards.
 - (4) At least 10 percent of the total number of rounds discharged during the course shall be shot at each of the yard lines.
 - (5) The course shall include:
 - (a) Upright combat position;
 - (b) Kneeling position;
 - (c) Barricade position;
 - (d) Weak and strong hand firing; and
 - (e) One hand firing to include both strong and weak hand.
 - (6) **Timed Firing.** The course shall include timed fire for the stated purpose of stress, based on the following formulas.

- (a) At 25 yards, time limits may not exceed 5 seconds for each shot fired and 17 seconds for each complete reload.
- (b) At 15 yards, time limits may not exceed 3 seconds for each shot fired and 17 seconds for each complete reload.
- (c) At 5 or 7 yards, time limits may not exceed 2 seconds for each shot fired and 17 seconds for each complete reload.
- (d) At 2 or 3 yards, time limits may not exceed 2 seconds for each shot fired and 17 seconds for each complete reload.

E. Ammunition.

- (1) Each qualification course shall require at least 50 rounds of ammunition.
- (2) During each course of fire, each trainee shall fire at least the same number and exact type of rounds which are issued and carried on duty by members of the trainee's department or agency or the ballistic equivalent.
- (3) A trainee may not fire less than 18 rounds of service-type ammunition per qualifying course.

F. Targets.

- (1) NRA B-21 (new and old), NRA B-27, federal transitional targets, FBI "Q" targets, or Commission-approved equivalent silhouette type targets shall be used for the qualifying course.
- (2) A bullseye-type target may not be used for qualification.
- (3) Any target may be used for practice sessions.

G. Scoring.

- (1) The scoring criteria shall be for the target selected or as amended and approved by the Commission staff.
- (2) Five scoring rings on the federal transitional targets shall be counted for score.
- (3) Trainees shall achieve a minimum score of 70 percent on each of three successive daylight courses and one reduced light course.
- (4) Scoring for qualification shall be shown as a percentage of 100 percent.

H. Reduced Light Qualification Course.

- (1) Firing shall be from the 2 or 3, 5 or 7, and 15 yard lines.
- (2) Exceptions for distances can be granted upon special request to the PTC.
- (3) More than 40 percent of the total number of rounds discharged during the course may not be shot at any single yard line closer than 15 yards.
- (4) At least 10 percent of the total number of

rounds discharged during the course shall be shot at each of the yard lines.

- (5) The course shall include:
 - (a) Upright combat position;
 - (b) Kneeling position;
 - (c) Weak and strong hand firing.
- (6) **Timed Firing.** The course shall include timed fire for the stated purpose of stress, based on the following formulas.
 - (a) At 15 yards, time limits may not exceed 4 seconds per round fired and 35 seconds for each complete reload.
 - (b) At 5 or 7 yards, time limits may not exceed 2 seconds per round fired and 35 seconds for each complete reload.
 - (c) At 2 or 3 yards, time limits may not exceed 2 seconds per round fired and 35 seconds for each complete reload.
- (7) **Ammunition.**
 - (a) Each qualification course shall require at least 50 rounds of ammunition.
 - (b) During each course of fire, each trainee shall fire at least the same number and exact type of rounds which are issued and carried on duty by members of the trainee's department or agency, or the ballistic equivalent.
 - (c) A trainee may not fire less than 18 rounds of service-type ammunition per qualifying course.
- (8) **Targets.**
 - (a) NRA B-21 (new and old), NRA B-27, federal transitional targets, FBI "Q" targets, or Commission-approved equivalent silhouette type targets shall be used for the qualifying course.
 - (b) A bullseye-type target may not be used for qualification.
 - (c) Any target may be used for practice sessions.
- (9) **Scoring.**
 - (a) Scoring criteria shall be for the target selected or as amended or approved by the Commission staff.
 - (b) Trainees shall achieve a minimum score of 70 percent on one course of fire.
- (10) Rounds discharged in the course may be fired under conditions which shall include at least two of the following:
 - (a) Reduced artificial light;
 - (b) Flares;

- (c) Simulated street lighting;
- (d) Simulated vehicle lights;
- (e) Flashlights;
- (f) Vehicle emergency lights.

.08 Courses of Fire for Shotgun Entrance-Level Programs.

- A. A minimum of 50 rounds total shall be fired for training and qualification.
- B. The shotgun shall be issued or approved by the trainee's agency or department.
- C. **Qualifying Course of Fire.**
 - (1) Firing shall include shooting from the 5 or 7, 15, and 25 yard lines.
 - (2) More than 40 percent shots fired may not be fired from any single required yard line.
 - (3) Less than 20 percent of shots fired may not be fired from any single required yard line.
- D. **Ammunition.**
 - (1) The qualification course shall require at least ten rounds of ammunition.
 - (2) Either 00 buck or rifle slugs shall be used for qualifying.
- E. The course shall include firing from the shoulder and a rest position. "Rest position" means a position other than point shoulder and aiming.
- F. **Timed Fire.** The course shall include timed fire for the stated purpose of stress, based on the following formulas:
 - (1) At 25 yards, time limits may not exceed 5 seconds per round and 5 seconds per each round reloaded.
 - (2) At 15 yards, time limits may not exceed 3 seconds per round and 5 seconds per each round reloaded.
 - (3) At 5 or 7 yards, time limits may not exceed 3 seconds per round and 5 seconds per each round reloaded.
- G. **Scoring.**
 - (1) Scores shall be shown as a percentage of 100 percent. For example, 63 00 buck hits out of 90 would equal 70 percent.
 - (2) Trainees shall achieve a single score of 70 percent to qualify.
- H. A silhouette target with a maximum width of 23 inches shall be used.

.09 Special Weapons Entrance-Level Course.

- A. For the purpose of this regulation, all weapons other than the service weapons issued to the general police population are considered special weapons. Included in this category are:
 - (1) Assault rifles;
 - (2) Counter-sniper rifles;
 - (3) Automatic weapons; and

- (4) Semi-automatic pistols.
- B. Officers receiving special weapons training shall have first received entrance-level service weapon training.
- C. An officer may not carry or use a special weapon without first having successfully completed special weapons entrance-level training for specific weapons that the officer is to carry or use.
- D. Special weapons entry-level training shall include, at a minimum, 6 hours of classroom instruction for a specific special weapon, to include:
 - (1) Legal aspects in using the weapon;
 - (2) Nomenclature of the weapon;
 - (3) Care and cleaning of the weapon;
 - (4) Safe handling of the weapon;
 - (5) Fundamentals of shooting the weapon;
 - (6) Ballistic properties of the weapon;
 - (7) Potential situations for which the weapon is intended; and
 - (8) Unusual characteristics of the weapon.

.10 Courses of Fire for Special Weapons Trainees.

- A. **Qualifying Rifle Course.**
 - (1) **Distances.**
 - (a) Rifle trainees shall qualify out to the maximum distance allowable by the trainee's department or agency regulations.
 - (b) If no regulations concerning maximum distances exist, trainees shall fire:
 - (i) Scoped rifles out to a distance of 200 yards;
 - (ii) Open-sighted rifles out to a distance of 150 yards.
 - (c) Each qualifying course shall be segmented into at least four different, nearly equal distances from no less than 25 yards out to the maximum allowable distance.
 - (d) Less than 10 percent of the total number of qualifying course rounds may not be fired at any single distance.
 - (e) More than 30 percent of the total number of qualifying course rounds may not be fired at any single distance.
 - (2) **Number of Rounds for Training and Qualification.**
 - (a) A minimum of 350 rounds shall be fired during open sighted/assault rifle training and qualification.
 - (b) A minimum of 150 rounds shall be fired for counter sniper/scoped rifle training qualification.
 - (3) **Rounds to be fired during qualifying course are:**
 - (a) 20 rounds for counter sniper type weapon

- (b) 50 rounds for assault rifle (open sights).
- (4) **Targets.** Qualifying targets shall be a silhouette type which meets the standards of Regulation.07 F, above.
- (5) **Scoring for Qualifying Course.**
- (a) Scoped rifle trainees shall keep all shots inside an area the size of a nine ring on a B-27 target and shall fire 100 percent on each qualifying course of fire.
- (b) Open-sighted rifle trainees may only count shots inside an area the size of the eight ring on a B-27 target and shall fire at least 80 percent on every qualifying course of fire.
- (c) Rifle trainees shall shoot at least two qualifying courses during entrance-level training.
- (6) **Timed Firing.** Firing at all stages of the qualifying course shall be timed, based on the formulas below:
- (a) **Bolt Action Rifles:**
- (i) Maximum allowable time at maximum distance is 10 seconds per shot and 5 seconds per reloaded round;
- (ii) Maximum allowable time at minimum distance is 5 seconds per shot and 5 seconds per reloaded round;
- (iii) Mid-distances shall reflect times which fall in between times allotted for minimum and maximum distances.
- (b) **Semi-Automatic and Automatic Rifles.**
- (i) Maximum allowable time at maximum distance is 8 seconds per shot and 5 seconds per reloaded round;
- (ii) Maximum allowable time at minimum distance is 4 seconds per shot and 5 seconds per reloaded round;
- (iii) Mid-distances shall reflect times which fall in between times allotted for minimum and maximum distances.
- (7) **Firing Positions.**
- (a) Standing, unsupported position;
- (b) Kneeling position;
- (c) Prone position; and
- (d) Sitting, standing, or kneeling positions supported by horizontal or vertical support.
- (8) **Simulated Stress.** At least one stage of the qualifying course shall be fired after exercise to simulate stress. This exercise may include:

- (a) Calisthenics;
 - (b) Running;
 - (c) Crawling; or
 - (d) Any combination of the above.
- (9) **Ammunition.** Ammunition used for qualification shall be of the exact type as that which is carried on duty, or its ballistic equivalent.
- B. Automatic Weapons Course.**
- (1) If the automatic weapon is also a rifle, such as an M-16, the trainee shall qualify on both the rifle course and the automatic weapons course.
 - (2) Automatic weapons trainees shall qualify out to a distance of 50 yards.
 - (3) Each qualifying course shall be segmented into at least four different, nearly equal distances from 3 yards out to 50 yards.
 - (4) Less than 10 percent of the total number of qualifying course rounds may not be fired at any single distance.
 - (5) More than 30 percent of the total number of qualifying course rounds may not be fired at any single distance.
 - (6) **Number of Rounds for Training and Qualification.**
 - (a) A minimum of 350 rounds shall be fired during training and qualification.
 - (b) A minimum of 50 rounds shall be fired during a qualifying course of fire.
 - (7) **Targets.** Qualifying targets shall be of a silhouette type which meets the standards of Regulation.07 F.
 - (8) **Scoring for Qualifying Course.**
 - (a) Only shots inside an area the size of an eight ring on a B-27 target will be counted for score.
 - (b) Trainees shall achieve a minimum score of at least 80 percent.
 - (c) Trainees shall shoot at least two qualifying courses during the training program.
 - (9) **Timed Firing.** Firing at all stages of qualifying shall be timed, based on the following formulas:
 - (a) Maximum allowable time at maximum distance is 8 seconds per shot and 5 seconds per reloaded round;
 - (b) Maximum allowable time at minimum distance is 2 seconds per shot and 5 seconds per reloaded round;
 - (c) Mid-distances shall reflect times which fall in between times allotted for minimum and maximum distances.
 - (10) **Firing Positions.** The qualifying course shall be fired from the:
 - (a) Standing, unsupported position;

- (b) Kneeling position;
 - (c) Prone position; and
 - (d) Sitting, standing, or kneeling positions supported by horizontal or vertical support.
- (11) **Simulated Stress.** At least one stage of the qualifying course shall be fired after exercise to simulate stress. This exercise may include:
- (a) Calisthenics;
 - (b) Running;
 - (c) Crawling; or
 - (d) Any combination of the above.
- (12) **Firing on Full Automatic.** At least 20 percent of the total number of rounds fired during the qualifying course shall be fired on full automatic.
- (13) **Ammunition.** Ammunition used for qualification shall be of the exact type as that which will be carried on duty, or its ballistic equivalent.
- C. **Semi-Automatic Pistol Course.**
- (1) The qualifying course of fire for the semi-automatic pistol shall be the same as the qualifying course for the service weapon entry-level training with the following exceptions:
 - (a) Reduced light firing for qualification is required;
 - (b) Two qualifying scores shall be fired in succession;
 - (c) A minimum qualifying score of 80 percent shall be achieved; and
 - (d) the course shall have 6 hours of classroom training.
 - (2) A total of 400 rounds shall be fired in the training program.

.11 Annual Firearms Training and Qualification.

- A. All departments and agencies shall arrange for an annual qualification with the weapons authorized for on duty and off duty use by police officers. If firearms are not carried, qualification is not required.
- B. A single qualification score for each officer on each weapon authorized shall be submitted to the Commission office only once each calendar year.
- C. A waiver of firearms qualification shall be in force only for the calendar year in which the training qualification was completed at a comparable training program. This request shall be in accordance with COMAR 12.04.01.10.
- D. Agencies may design unique firearms courses and establish higher standards or performance to best meet

their training needs.

E. The following regulations are minimum standards to be met or exceeded by all police officers:

(1) **On Duty Handguns:**

(a) A total of at least 2 hours of classroom training shall be given for all firearms, covering:

- (i) Purpose of firearms instruction;
- (ii) Care, cleaning, safe handling, and safe storage of the service revolver or pistol;
- (iii) Legal aspects of the use of firearms; and
- (iv) Fundamentals of shooting such as sight alignment, sight picture, stance, grip, and trigger control.

(b) **Range Training:**

- (i) Effective January 1, 1992, qualifications with duty handguns shall consist of annual firing of both one day and one night or reduced light qualification course or simulated reduced light qualification course meeting the requirements of entrance-level courses described in entrance-level firearms training course requirements under Regulation.06, of this chapter.
- (ii) Daylight firing, reduced light or simulated reduced light firing may be fired on the same day.
- (iii) A minimum score of 70 percent shall be achieved on both courses.

(2) **Off Duty and Secondary Handguns:**

(a) **Classroom** instruction including:

- (i) Purpose of firearms instruction;
- (ii) Care, cleaning, safe handling, and safe storage;
- (iii) Legal aspects in the use of firearms;
- (iv) Fundamentals of shooting such as sight alignment, sight picture, stance, grip, and trigger control.

(b) **Range Training:** Qualification shall consist of one firing of an approved day qualification course, meeting the requirements of entrance-level firearms training requirements under Regulation.06 of this chapter. A minimum score of at least 70 percent shall be

achieved.

- (3) **Shotguns:** (Required only if weapon is authorized for use while on duty).
- (a) **Classroom** instruction including:
- (i) Purpose of firearms instruction;
 - (ii) Care, cleaning, safe handling, and safe storage, of agency issued or approved shotguns;
 - (iii) Legal aspects in the use of firearms;
 - (iv) Fundamentals of shooting such as sight alignment, sight picture, stance, grip, and trigger control.
- (b) **Range Training:** Qualification shall consist of one firing of an approved qualification course meeting the requirements of the entrance-level firearms training requirements under Regulation.06 of this chapter. Minimum score of at least 70 percent shall be achieved.
- (4) **Automatic and Semi-automatic Shoulder Weapons** (Required only if available for use while on duty).
- (a) Examples of weapons in this category are as follows, and this list is not all inclusive:
- | <u>Military</u> | <u>Civilian</u> |
|-----------------|-------------------|
| M-1 Carbine | 30.06 |
| M-14 | .357 Mag. rifle |
| M-16 | .243 Sniper rifle |
| AR-15 | 3.08 rifle |
- Uzi and Mini-Uzi
- (b) **Classroom** instruction including:
- (i) Purpose of automatic and semi-automatic shoulder weapons instruction;
 - (ii) Care, cleaning, safe handling, and safe storage of the weapon;
 - (iii) Legal aspects in the use of the weapon;
 - (iv) Fundamentals of shooting, such as sight alignment, sight picture, stance or position, grip, and trigger control.
- (c) **Range Training:** Qualification shall consist of firing an approved Day Qualification Course, meeting the requirements of the entrance-level firearms training requirements under Regulation.06 of this chapter.

F. **Counter-Snipers.**

- (1) Individuals designated as counter-snipers on special weapons or tactics teams shall qualify quarterly with sniper-type rifles with a minimum score of 100 percent.
- (2) Counter-snipers may not be permitted to practice on the day of qualification before firing the qualification course.

G. Other Personnel. Personnel not designated as snipers and counter-snipers and using non-sniper weapons shall qualify semi-annually with a minimum score of at least 80 percent.

.12 Remedial Training.

- A. Employees who fail to meet the minimum standard during a required qualification may be given remedial training as established by the employer.
- B. If the employee is unable to attain the minimum level within 30 days, the firearms instructor shall notify the Commission as required in Regulation.05 D (1) of this chapter.

.13 Transitional Training.

- A. For officers who have successfully completed entrance-level training on one handgun type and are transferring to another handgun type as a primary weapon (revolver to pistol, pistol to revolver), the requirements of Sections B and C, below, apply.
- B. **Classroom Training:** A minimum of 6 hours covering the following topics is required:
 - (1) Nomenclature;
 - (2) Mechanical operation;
 - (3) Weapon safety;
 - (4) Malfunction causes and clearing;
 - (5) Home safety;
 - (6) Fundamentals of shooting as they apply specifically to the weapon type; and
 - (7) Care and maintenance of the weapon.
- C. **Range Training:**
 - (1) A minimum of 400 rounds of ammunition shall be fired over a period of not less than two days of range training.
 - (2) The course shall include drills to reinforce the fundamentals of shooting, reloading techniques, malfunction clearing, and firing from strong hand, weak hand, and one hand positions.
 - (3) **Qualification** shall consist of two consecutive firings on the agency's day qualification course with a minimum score of at least 70 percent on each.

.14 Minimum Standards for Firearms Instructors

A. All individuals who instruct in any mandated police training program shall possess one of the firearms instructor certificates of this regulation.

B. Provisional Firearms Instructor Certificate.

(1) The certificate is designed for the individual who has little or no teaching experience and is valid for a maximum of 1 year and may not be renewed.

(2) Upon expiration of a certificate or after completion of evaluation requirements, an individual may receive a firearms instructor certificate or a line safety officer certificate if the qualifications are met.

(3) The certificate requires the applicant to:

(a) Have a high school diploma, G.E.D. certificate, or diploma recognized by the State Board of Education;

(b) Have a minimum of 2 years experience within the law community;

(c) Be in compliance with all other existing regulations of the Police Training Commission; and

(d) Have attended and successfully completed within 5 years of the date of the original application for provisional firearms instructor certification, a 5-day (35 hours) firearms instructor training program from one of the following:

(i) F.B.I. Firearms Instructor School,

(ii) Smith and Wesson Firearms Instructor School,

(iii) National Rifle Association Firearms Instructor School,

(iv) U.S. Secret Service Firearms Instructor School,

(v) U.S. Army Firearms Instructor School, or

(vi) Any other 5-day (35 hours) firearms instructor school approved by the Deputy Director of Training.

(4) The certificate does not authorize an individual to:

(a) Teach subjects in areas other than firearms;
or

(b) Conduct firearms qualifications or to teach the classroom portion of firearms training without a certified Firearms Instructor present.

C. Line Safety Officer Certificate.

(1) The certificate is:

(a) Designed for the individual who has extensive training and experience in the area of firearms;

(b) Valid for 4 years and may be renewed.

(2) The certificate requires an applicant to have:

(a) Been certified as a Provisional Firearms Instructor;

(b) Completed a minimum of 16 hours of firing line work as a Provisional Firearms Instructor before applying for Firearms Instructor certification;

(c) A high school diploma, G.E.D. certificate, or diploma which is recognized by the State Board of Education;

(d) A minimum of 3 years law enforcement experience; and

(e) Attended and successfully completed, within 5 years of the date of original application for firearms instructor certification, a 5-day (35 hours) training program from one of the following:

- (i) F.B.I. Firearms Instructor School,
- (ii) Smith and Wesson Firearms Instructor School,
- (iii) National Rifle Association Firearms Instructor School,
- (iv) Secret Service Firearms Instructor School,
- (v) U.S. Army Firearms Instructor School, or
- (vi) Any other 5-day (35 hours) Firearms Instructor School approved by the Deputy Director for Training.

(3) The certificate:

(a) Authorizes an individual to conduct firearms qualifications.

(b) Does not authorize an individual to teach any classroom subjects in any area including firearms.

(c) Does not authorize an individual to conduct the individual's own qualification.

(d) Permits the line safety officer to apply for certification as a firearms instructor after meeting the additional requirements in D of this regulation.

(e) Requires the applicant to be in compliance with all other existing regulations of the Police Training Commission.

(f) Requires that the individual's teaching performance shall have been evaluated at least two times during the period of certification as a Provisional Firearms Instructor. This evaluation shall have been done by a certified firearms instructor. Unacceptable performance evaluations may be grounds for rejection of the application. The period of evaluation may not have been less than 1 hour each time. An agency which has a formalized program to evaluate provisional instructors is exempt from the requirement of this paragraph providing the program has been approved by the Deputy Director for Training.

(g) Requires that individuals shall qualify with whatever class of weapon they will be teaching. The qualification score shall be 90 percent or higher. The firing date for these scores shall be within 60 days of the date of application for certification. For the purpose of this regulation, "classes of weapons" means:

- (i) Revolvers;

- (ii) Semi-automatic pistols;
- (iii) Pump action shotguns;
- (iv) Semi-automatic or automatic shoulder weapons;
- (v) Bolt action rifles; or
- (vi) Submachine guns.

D. Firearms Instructor Certificate.

- (1) The certificate is:
 - (a) Designed for the individual who has extensive training and experience in the area of firearms;
 - (b) Valid for 4 years and may be renewed.
- (2) The certificate requires the applicant to have:
 - (a) A high school diploma, G.E.D. certificate, or diploma which is recognized by the State Board of Education;
 - (b) A minimum of 3 years experience within the law enforcement community;
 - (c) Completed an instructor training program of at least 35 hours in duration, which contains the following subject matter areas:
 - (i) Introduction to the basic concepts of learning and teaching,
 - (ii) Introduction to the role of training in the law enforcement profession,
 - (iii) Introduction to classroom management techniques,
 - (iv) Effective speech techniques,
 - (v) Preparation and use of audio-visual training,
 - (vi) Development of behavioral objectives,
 - (vii) Development of lesson plans, and
 - (viii) Laboratory experience in presentation of mock classroom lesson plans;
 - (d) Attended and successfully completed, within 5 years of the date of original application for Firearms Instructor certification, a 5-day (35 hours) training program from one of the following:
 - (i) F.B.I. Firearms Instructor School,
 - (ii) Smith and Wesson Firearms Instructor School,
 - (iii) National Rifle Association Firearms Instructor School,
 - (iv) Secret Service Firearms Instructor School,
 - (v) U.S. Army Firearms Instructor School, or
 - (vi) Any other 5-day (35 hours) Firearms Instructor School approved by the Deputy Director for Training;
 - (e) Been certified as a Provisional Firearms Instructor; and
 - (f) Completed a minimum of 4 hours of classroom teaching and 16 hours of firing line work as a Provisional Firearms Instructor before applying for Firearms Instructor

certification.

(3) The certificate:

(a) Authorizes an individual to teach mandated firearms training or to conduct annual firearms qualifications:

(b) Does not authorize an individual to teach subjects in areas other than firearms.

(c) Does not authorize an individual to conduct the individual's own qualification on any firearms qualification course.

(d) Requires the applicant to be in compliance with all other existing regulations of the Police Training Commission.

(e) Requires that the individual's teaching performance shall have been evaluated at least two times during the period of certification as a Provisional Firearms Instructor. The evaluation shall have been done by a certified firearms instructor. Unacceptable performance evaluations may be grounds for rejection of the application. The period of evaluation may not have been less than 1 hour each time. An agency which has a formalized program to evaluate provisional instructors is exempt from the requirements of this paragraph providing the program has been approved by the Deputy Director for Training.

(f) Requires that individuals shall qualify with whatever class of weapon they will be teaching. The qualification score shall be at least 90 percent or higher. The firing date for these scores shall be within 60 days of date of application for certification. For the purpose of this regulation, "classes of weapons" means:

- (i) Revolvers;
- (ii) Semi-Automatic pistols;
- (iii) Pump action shotguns;
- (iv) Semi-Automatic or Automatic shoulder weapons;
- (v) Bolt action rifles; or
- (vi) Submachine guns.

.15 Duties and Responsibilities of Firearms Instructors and Line Safety Officers.

A. Police Training Commission certified firearms instructors or line safety officers may certify targets.

B. Firearms instructors may:

- (1) Teach the classroom portion of firearms training;
- (2) Conduct qualification courses;
- (3) Certify any other Police Training Commissions firearms qualification requirements;
- (4) Evaluate the performance of provisional firearms instructors or provisional line safety officers; and
- (5) Work on or supervise a firing line.

C. Line Safety Officers may:

- (1) Conduct qualification courses; and
- (2) Work on or supervise a firing line.

D. Line safety officers may not teach the classroom portion of firearms training. This includes all instruction except for the corrective, one-to-one instruction required on a firing line.

.16 Application for Certification as an Instructor.

(A) The applicant shall complete an instructor certification application Form No. MPCTC-29 which shall be signed by the chief of police, sheriff, department or agency head, or director of training. The applicant shall answer the questions on the reverse side of the application.

(B) The completed form shall be sent to the Commission with a cover letter from the chief of police, sheriff, department or agency head, or director of training, requesting that the individual be certified as an instructor. The form shall also indicate what weapons the instructor is qualified to teach.

(C) Two separate applications shall be sent if an individual is to be certified to teach both general classroom subjects and firearms.

(D) Individuals shall apply for certification to teach only those weapons where they can demonstrate competency.

(E) The applicant shall be in compliance with all other existing regulations of the Police Training Commission.

.17 Certificate Renewal.

(A) An application for firearms instructor or line safety officer certification shall be completed.

(B) The application shall be signed by the chief of police, sheriff, department or agency head, or director of training. The applicant shall answer the questions on the reverse side and sign the application.

(C) A cover letter from the police chief, deputy chief, sheriff, agency head, or director of training shall accompany the instructor certification application. The cover letter shall contain a request for certification and also a statement as to what teaching the individual has done during the preceding 4 years. If an individual has not taught for 4 years, the cover letter shall state how the individual will be used in the future. If there is no intention to use an individual as an instructor, certification may not be renewed.

(D) Firearms instructors shall submit their qualification scores for whatever weapon they will be teaching. The score shall be 90 percent or higher.

(E) The applicant shall be in compliance with all other existing regulations of the Police Training Commission.

.18 Certificate Revocation.

(A) If, after an investigation by the Police Training Commission staff, it is established that reasonable grounds exists to believe that an instructor has falsified any Commission

report forms or rosters or has otherwise misused the authority granted by certification, the chief of police, sheriff, department or agency head, and the instructor shall be notified in writing, by the Deputy Director for Training, of the allegations and shall determine a date and time that the instructor shall report to the Commission office to defend the instructor's actions.

(B) After reviewing the facts carefully, the Deputy Director for Training may declare that the allegations are or are not supported by fact.

(C) If the allegations are supported by fact, the Deputy Director for Training may:

- (1) Permanently revoke the certificate; or
- (2) Temporarily suspend the certificate.

(D) The Deputy Director for Training shall submit written findings of fact to support whatever conclusions are reached.

(E) Appeals of the final decision of the Deputy Director for Training may be taken to the Executive Director for review.

.19 Firearms Instructor Training Program.

A. A course which certifies firearms instructor candidates on both the revolver and the semi-automatic shall include instruction in all categories particular to both and specific to either.

B. Firearms instructors or line safety officers shall qualify with whatever weapon they will be teaching with a score of at least 90 percent or higher before attending the 5-day (35 hours) firearms instructor training program.

C. A course which presents only information which is specific to one weapon will certify candidates on that weapon only.

D. The classroom portion of the course shall include:

- (1) Civil liability as it pertains to the:
 - (a) Instructor,
 - (b) Officer,
 - (c) Agency, and
 - (d) Public;
- (2) Use of deadly force teaching methods;
- (3) What the firearms instructor needs to know when inspecting a weapon, to include safety concerns and nomenclature of all weapons on which the firearms instructor candidate will be certified;
- (4) Teaching methods for care and cleaning of all weapons on which the firearms instructor candidate will be certified;
- (5) Analysis and correction of shooter problems to include:
 - (a) What to look for when observing the shooter, and
 - (b) Analyzing the target;
- (6) Teaching of shooting fundamentals for all weapons

on which the firearms instructor candidate will be certified;

(7) Designing the firearms training course to meet specific needs, to include:

- (a) Qualifying courses, and
- (b) Enhancement training;

(8) Range operation to include working on and controlling a firing and a practical exercise;

(9) Weapons characteristics of all weapons on which the firearms instructor candidate will be certified including:

- (a) Malfunctions, and
- (b) Operating characteristics;

(10) Maryland Police Training Commission regulations governing firearms instructors and courses of fire for all weapons on which the firearms instructor candidate will be certified.

.20 Minimum Courses of Fire for Certification of Line Safety Officers and Firearms Instructors.

(A) Service handgun.

(1) A minimum of 350 rounds shall be fired for training and qualification for each handgun on which the firearms instructor candidate will be certified.

(2) Handgun Requirements.

(a) The handgun shall be issued or approved by the firearms instructor candidate's agency.

(b) Candidates shall only be allowed to instruct on the same class of weapon with which they qualify.

(c) Substitute weapons may be used if they are of the same type, model, manufacture, caliber, and barrel length as the candidate's original weapon.

(3) Non qualifying courses of fire shall include those types of courses which illustrate and reinforce the concepts discussed in the classroom portion of the training.

(B) Qualifying Course for Revolver.

(1) At least 50 rounds shall be fired.

(2) During each course of fire, the candidate shall fire at least the same number and exact type of rounds which are issued or carried on duty by members of the candidate's agency.

(3) A candidate may not fire less than 18 duty rounds.

(4) Targets shall meet the standards of Regulation .07 of this chapter.

(5) Scoring shall be in accordance with Regulation .07 of this chapter except that candidates shall achieve a score of at least 90 percent.

C. Daylight Qualifying Course for Service Revolver.

(1) At the 25 yard line, a total of 18 rounds shall be fired within 90 seconds consisting of ...

(a) six rounds with the strong hand, standing behind a barricade;

(b) Six rounds with the weak hand, standing behind a barricade;

(c) six rounds, with the strong hand, kneeling behind a barricade.

(2) At the 15 yard line, a total of 12 rounds shall be fired within 30 seconds at point shoulder, with the strong hand.

(3) At the 7 yard line, a total of 12 rounds shall be fired within 25 seconds at point shoulder, with the strong hand.

(4) At the 3 yard line, a total of 8 rounds shall be fired within 15 seconds consisting of ...

(a) Six rounds with the strong hand; and

(b) Two rounds with the weak hand.

D. Qualifying Course for Pistol.

The qualification requirements for the service pistol are the same as those for the service revolver except the course of fire.

E. Daylight Qualifying Course for Service Pistol.

(1) At the 25 yard line, a total of 18 rounds shall be fired within 75 seconds consisting of:

(a) Six rounds with the strong hand, standing behind a barricade;

(b) Six rounds with the weak hand, standing behind a barricade;

(c) Six rounds with the strong hand, kneeling behind a barricade; and

(d) At least two magazine changes.

(2) At the 15 yard line, a total of 12 rounds shall be fired within 25 seconds with the strong hand at point shoulder. At least one magazine change is required.

(3) At the 7 yard line, a total of 12 rounds shall be fired within 20 seconds with the strong hand at point shoulder. At least one magazine change is required.

(4) at the 3 yard line, a total of 8 rounds shall be fired within 10 seconds consisting of:

(a) Six rounds with the strong hand;

(b) Two rounds with the weak hand; and

(c) At least one magazine change.

F. Reduced Light Qualification Course for both the Revolver and Pistol shall meet the requirements of Regulation .07 of this chapter.

G. Service Shotgun.

(1) Candidates for firearms instructor shall qualify with the shotgun whether or not their agency issues shotguns.

(2) A minimum of 30 rounds shall be fired for training and qualification.

(3) Qualifying Course for Shotgun.

(a) At least 10 rounds shall be fired.

(b) Either 00 buck or rifled slugs shall be fired.

(c) A silhouette target with a maximum width of 23 inches shall be used.

(d) Scores shall be shown as a percentage of 100

percent. For example, 63 00 buck hits out of 90 pellets would equal 70 percent.

(e) Course of Fire for Shotgun.

- (i) At the 25 yard line, a total of 3 rounds at point shoulder shall be fired within 15 seconds.
- (ii) At the 15 yard line, a total of 4 rounds shall be fired within 10 seconds at point shoulder.
- (iii) At the 7 yard line, a total of 3 rounds shall be fired within 10 seconds from a rest position.

H. Written Test.

(1) Candidates shall take a written test in order to receive certification.

(2) candidates shall achieve a score of at least 80 percent or higher.

(3) The contents of the written test shall be approved by the Police Training Commission before implementation.

(4) A candidate's written test shall be kept on file by the candidate's agency until such time as the candidate is no longer certified as a firearms instructor at that agency.

I. Failure to Achieve the Minimum requirement for Certification.

(1) Candidates who fail to achieve a passing score on either the written test or any firearms qualification course may have one additional attempt to qualify.

(2) Candidates who fail the additional attempt shall attend another complete 5-day (35 hours) firearms instructor training program.

(3) Candidates who fail to qualify after a second firearms instructor training program are not entitled to any further attempts.

.21 Special Weapons Certification for Firearms Instructors.

A. In order to be certified, a firearms instructor shall:

(1) Successfully complete a 5-day (35 hours) Firearms Instructor Training Program;

(2) Successfully complete the special weapons training requirements for the class of weapon on which they will be instructing; and

(3) Score at least 90 percent or higher in the course of fire for the class of weapon on which the instructor will be instructing.

B. Exceptions for prior training, such as military, on the sale class of weapon may be granted by the Police Training Commission.

Revised Firearms Regulations to Contain New Features

The revised set of firearms training and firearms instructor regulations, now awaiting final adoption by the Police Training Commission, will contain several innovations.

1. A distinctive feature of the revised firearms training standards will be their great detail. With the aid of valuable insights provided by feedback from the field, and by including pertinent information previously communicated via other means, we have sought to foster ease of interpretation and implementation of these standards by fully spelling out their various provisions and clearly outlining your reporting responsibilities.
2. All of the firearms training standards have been grouped together and placed in a separate chapter (.02) of the Police Training Commission's regulations. While this may cause some initial confusion because former reference citations will no longer be applicable, there will be advantages to this innovation. Cited passages should be more quickly located as there will be fewer pages to have to thumb through. Similarly, it will be easier to find pertinent provisions even though the exact citation is not known, because the area of search will be more restricted. Also, the task of reviewing these firearms training standards by those of you who are responsible for ensuring their proper implementation will be made easier by having them all conveniently located together.
3. Annual qualifications with duty handguns will consist of firing one daylight and one night or reduced light qualification course. Firing both types of courses will also be part of entrance-level firearms training, of course. The prescribed qualifications course for night or reduced light firing will be similar in most respects to the daylight one, although there will be no requirement to fire from the 25 yard line.

The requirement for firing under night or reduced light conditions will be satisfied if the firing is successfully accomplished under at least two of the following conditions: a) reduced artificial light; b) flares; c) simulated street lighting; d) simulated vehicle lights; e) flashlights; and f) vehicle emergency lights.

4. The line safety officer, a newly created classification under these revised regulations, will be qualified to conduct firearms qualifications, and work on or supervise

a firing line. This includes engaging in the corrective one-on-one instruction, so vital to effective firing range operations. Thus, with the addition of line safety officers to the firearms training process, greater numbers of officers will be able to be accommodated during the firing line portion of their training and qualification.

The procedures for applying for certification as a line safety officer will be similar to those pertaining to firearms instructors. The prerequisites are the same as those for firearms instructor, except that they will not have to meet the general instructor training requirement.