

KINGMAN COUNTY SHERIFF'S OFFICE

POLICY AND PROCEDURE MANUAL

AUTHORITY: SHERIFF RANDY L. HILL

EFFECTIVE DATE: January 1, 2011

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SECTION 15.0 FIREARMS AND AMMUNITION

POLICY

All personnel authorized to carry firearms must be approved to carry those firearms and have completed respective training and qualification courses.

1. The Sheriff designates firearms approved for on-duty use, and the personnel authorized to use them. These include sidearms, shotguns, rifles, and other specialized weapons. Deputies are responsible for ensuring approved firearms carried by or assigned to them are in good working order. The Sheriff approves department firearms training and designates firearms instructors. Training shall annually meet the Kansas Commission on Peace Officers' Standards and Training Required Annual Firearms Qualification Standard.
2. On-duty deputies will be armed with an approved sidearm unless circumstances prohibit such, or as specifically exempted by the Sheriff.
3. Before a deputy carries an assigned firearm on-duty, the deputy must successfully complete department approved training for that firearm type conducted by a department approved firearms instructor. After initial training and qualification, each deputy must successfully complete a department approved qualification course biannually for each assigned on-duty firearm. Deputies will use Department approved holsters, slings, and magazine pouches when training or qualifying with on-duty firearms.
4. Deputies wishing to carry sidearms off-duty, other than ones authorized for on-duty use, may do so if they successfully complete annual department approved qualification with the sidearm in question. Deputies must provide their own ammunition and securable holsters when qualifying with an off-duty sidearm.

5. Carrying a sidearm while off-duty is encouraged, but shall be at the individual deputy's discretion. A deputy shall not be subject to disciplinary action for declining to carry a sidearm while off-duty. Deputies carrying a sidearm off-duty must also carry their department issued police credentials with them.
6. Firearms instructors are responsible for Departmental firearms training and qualification. They will attend a basic firearms instructor course as soon as possible upon appointment to their assignment and ensure safe and proper conduct on the range and during training.
 - a) If a firearms instructor determines that a particular firearm is unsafe, they may decline to allow a deputy to qualify with it. The firearms instructor shall document the unsafe condition of any such firearm through the chain of command to the Sheriff.
 - b) The department will issue service ammunition, qualification ammunition and a designated amount of practice ammunition. Only department issued or approved service ammunition will be carried on-duty.
 - c) If a deputy fails to qualify with an on-duty firearm, the firearms instructor presiding over the qualification session will arrange for remedial training. After receiving remedial training, the deputy will attempt to pass the qualification course again. Deputies shall be allowed no more than two attempts to qualify on any given day using each authorized firearm. After a second failed attempt the firearms instructor(s) and deputy involved will each document the case, in writing, to the Sheriff through the deputy's chain of command.
7. Deputies failing to qualify with on-duty firearms will not be allowed to carry or field the firearm on or off duty until successful completion of the qualification course. If the firearm in question is their on-duty sidearm, the deputy will not be allowed to fulfill sworn duties requiring being armed until successfully completing the qualification course.
8. Failure to qualify with required firearms may result in disciplinary action, up to and including termination of the deputy.
9. Retired law enforcement deputies meeting Public Law 108-277 (Law Enforcement Deputies Safety Act) requirements may arrange a time with a firearms instructor to qualify during regularly scheduled departmental qualifications.