

Glendale Heights Police Department

GENERAL ORDER # 130

SUBJECT: Firearms and Ammunition

ACTIVE DATE: 05-11-2020

RESCINDS: GO #130, issued 11-21-2019

AUTHORITY: Douglas R. Flint, Chief of Police

RELATED DOCUMENTS: Peace Officer Firearms Training Act; Illinois Compiled Statutes

.01 Purpose

The Glendale Heights Police Department recognizes the need for police officers to be equipped and trained in the use of firearms, to enforce the laws and protect the public and themselves. The Department also recognizes that violent subjects, who are armed, pose a higher level of danger to both citizens and the police mission. The purpose of this order is to establish agency authorized specifications for on-duty and off-duty firearms, ammunitions, and specialized less lethal firearms.

.02 CALEA Standards

4.3.1, 4.3.2, 4.3.3

.03 Policy

It shall be the policy of the Glendale Heights Police Department to familiarize, train and equip its officers with a Department authorized firearm and ammunition to respond to any potentially violent confrontation. The Department shall also provide policies and procedures for the carriage of secondary/back-up and off-duty firearms. All Department policies and Illinois Compiled Statutes regarding the use of deadly force will be followed at all times.

.04 Definitions

Additional Sights—A Department purchased or approved scope or optics that when attached to the Department firearm, enhances the vision of the user or provide an improved target vision and acquisition.

Airsoft System—A training system that utilizes realistic imitation firearms that shoot spherical plastic pellets at lower muzzle velocities than regular firearms. Used to simulate the firing of firearms for training purposes.

Beanbag Ammunition—Beanbag ammunition is a lead shot-filled flexible carrier and less lethal projectile which, when fired from a designated beanbag shotgun, is designed to cause pain compliance upon impact.

Beanbag Shotgun—A beanbag shotgun is a converted patrol shotgun with an orange barrel or other less-lethal visible marking, to use only Department authorized beanbag ammunition. A specialized less lethal firearm.

Fixed Sights—Department purchased firearm sights, installed or attached from the manufacturer or supplier that have no optical enhancement.

Police Department Firearm—A Department purchased rifle or pistol available for duty use or special deployment, in a manufacturer, model, and caliber approved by the Chief of Police.

Range Master—A sworn member of the Department, selected by the Deputy Chief of Operations and approved by the Chief of Police, who oversees the safe and efficient operation of the Department's Firearms Range. Range Masters shall meet the following minimum qualifications:

- Sworn officer with the rank of sergeant or above.
- Successful completion of a Range Officer certification course from North East Multi-Regional Training Unit or other similar instructor's certification course for the instruction of firearms use.

- Successful completion of a Range Master certification course from North East Multi-Regional Training Unit or other similar Range Master certification course for the management of a firearms range.

Range Officer—A sworn member of the Department, selected by the Deputy Chief of Operations and approved by the Chief of Police, who assists the Range Master in operating the Firearms Range. Range officers shall meet the following minimum qualifications:

- Sworn officer with a minimum of three years of experience with the Glendale Heights Police Department.
- Successful completion of a Firearms Instructor course from North East Multi-Regional Training Unit or other similar instructor's certification course, for the instruction of type and caliber authorized firearms, i.e., handguns, shotguns, beanbag shotguns, patrol rifles.

Simunition Ammunition—A specially designed type of plastic projectile loaded with or containing colored detergent (paint), which seats in a casing that propels the projectile to its intended target, causing the projectile to open upon contact, thereby leaving a colored mark of detergent (paint) where it struck. Used to simulate the firing of firearms for training purposes.

Simunition Barrel—A barrel and feed ramp specifically designed to replace the original manufacturer's barrel and feed ramp, which will only accept Simunitions ammunition.

Simunitions Protective Gear—Consists of training body armor, vests, groin protection, face shield, neck protector and helmet, for use when firing Simunitions ammunition.

37MM Launcher—A spring loaded, six shot cylinder, shoulder fired weapon capable of deploying less-lethal ammunitions. A specialized less lethal firearm.

37MM Launcher Instructor-- A sworn member of the Department, selected by the Deputy Chief of Operations and approved by the Chief of Police, who assists the Range Master in conducting launcher training and qualifications. Instructors shall meet the following minimal qualifications:

- Sworn officer with a minimum of three years of experience with the Glendale Heights Police Department.
- Successful completion of a Launcher Instructor course from North East Multi-Regional Training Unit or other similar instructor's certification course for that weapon.
- Certified instructors from outside agencies may be authorized by the Chief of Police to assist the Range Master in providing 37MM Launcher training and qualification when no Department instructor is available.

ORDER

.10 Authorized Department Duty Pistol

A. The Beretta Model APX/APX Centurion pistol in 9mm caliber shall be the duty firearm carried by members of the Glendale Heights Police Department. The primary model shall be the APX; however the Department Range Master, or his/her designee, shall make a determination which specific model best fits an individual officer and make recommendations to the office of Chief of Police. The Department recognizes that an officer's physical characteristics can impact his/her proficiency with a Department pistol. Upon determining that the model APX Centurion should be issued in lieu of the APX, the Chief of Police will be notified and authorize the alternate pistol.

B. The Chief of Police may grant authorization to any member at any time to carry a firearm inconsistent with this order for a specific purpose. Any exception shall first be reported to the commanding officer of a particular section before the member goes on duty, except under extreme circumstances.

C. Officers assigned to special units or assignments, such as narcotics enforcement or tactical units, may request to carry alternative firearms specific to those assignments. Authorization to carry such firearms shall only be granted by the Chief of Police.

.11 Authorized Duty Pistol Ammunition

A. It shall be the duty of all Department members to carry only the ammunition issued to them by the Department Range Master or his/her designee, and to have same loaded in their firearm. Any other ammunition loaded in a firearm, or carried on their person, will be in violation of this order.

1. The Department authorized duty ammunition is 9MM .
2. Patrol Officers and Patrol Supervisors shall have their pistol fully loaded with one round in the chamber, and two fully loaded magazines for their firearm on their duty belt.
3. Detectives and Staff members shall have their pistol fully loaded with one round in the chamber, and one fully loaded magazine for their firearm with them at all times while on duty.

B. All Department pistols shall be loaded at all times when a member is on-duty.

.12 Duty Pistol Qualification

A. In order to maintain proficiency in the use of firearms, all sworn police officers must attend and pass all scheduled firearms qualifications. All firearms training and qualification will be conducted by the Department Range Master or his/her designees, who will be certified firearms instructors. Duty pistol qualifications will be scheduled quarterly.

B. For one of the quarterly duty pistol qualifications, all sworn officers shall annually qualify on the State of Illinois Mandatory Annual Active Duty and Retired Officer Handgun Qualification Course of Fire, required by the Illinois Law Enforcement Training and Standards Board (ILETSB). A successful qualifying score for this required 30 round ILETSB course of fire is 70%.

C. The other three quarterly duty pistol qualifications shall consist of courses of fire developed by the Range Master or his/her designee, and approved prior to use by the Chief of Police or his/her designee. Each approved course of fire shall consist of a written lesson plan, range instruction, and qualifying standards. All sworn officers shall attain a qualifying score on each quarterly course of fire.

D. Officers who fail to attain a qualifying score shall receive retraining at the time. Further failure to attain a qualifying score shall subject the officer to documented remedial training, removal from duty and disciplinary action.

E. Officers who have been on an extended leave from duty or suffered an extended injury must demonstrate their proficiency by successfully qualifying before returning to active duty.

1. An extended period of time, for the purpose of this order, shall consist of one (1) missed quarterly qualification.

.13 Maintenance of Department Firearms

A. It is the duty of each officer, regardless of rank, to carry a clean firearm on-duty at all times. It shall be in violation of this order to carry a firearm which is dirty or inoperable. Shift supervisors and commanding officers may inspect any officers under their command at any time and without notice, to ascertain if their duty firearm is clean and ready for duty, and contains the Department issued ammunition.

B. Any adjustments, alterations, or repairs to a Department owned firearm will only be performed by a Department certified armorer, or by a gunsmith authorized by the Department. Nothing in this order prohibits an officer from cleaning and maintaining his/her pistol per the manufacturer's recommended specifications.

1. Officers are permitted to install self-purchased Department approved laser sights and/or flashlights on their duty pistol. Repairs and maintenance to this equipment is the responsibility of the officer.

C. One third of all Department pistols and rifles shall be inspected each year over the course of a three year period. Pistols and rifles shall be inspected by Department armorers and a log maintained of said inspections by the Range Master. All repairs and parts that are replaced will be noted on the log by the armorer performing the work on any Department firearm. Any suspected or obvious misuse or damage noted on a firearm will be reported to the Range Master immediately.

D. Any Department firearm discovered to be unsafe shall immediately be reported to the Patrol Sergeant. The member discovering the unsafe firearm shall:

1. Take the firearm out of service and secure it in a safe condition in the appropriate locker or storage area for the firearm.
2. Complete an Equipment Service Request form detailing the specific information resulting in the removal of the firearm from service.
3. Tag the firearm with a string tag indicating the date, time, member name and badge number, initials, and brief description of the problem indicating to anyone encountering the firearm that it is not available for use.
 - a. The string tag shall remain in place until the firearm is approved for return to service by the Range Master or inspecting armorer.

E. The Patrol Sergeant shall ensure the firearm is removed, tagged and stored according to the procedure above. The Patrol Sergeant shall:

1. Contact the Range Master or a Deputy Chief of Police to obtain a temporary replacement firearm for the officer.
2. Arrange for the officer receiving the temporary replacement firearm to qualify with the firearm before carrying it on duty.
 - a. During exigent circumstances where qualification cannot be accomplished immediately, the officer shall be ordered to qualify with the replacement firearm prior to being released for regular duties at the start of his/her next duty shift after obtaining the temporary firearm.
 - b. The replacement firearm shall not be carried off-duty until such time as the officer qualifies with the firearm.
3. Ensure the firearm identification information and the reason for issuing a replacement firearm shall be recorded by the Patrol Sergeant and forwarded to the Range Master.

F. The Range Master shall maintain records regarding unsafe firearms. The Range Master shall:

1. Maintain a record of unsafe firearm reports and service requests.
2. Maintain a record of the actions taken to return a firearm to service.
3. Have the firearm inspected by a department armorer, or other authorized armorer as needed, to facilitate repairs and return of the firearm to the assigned officer.
4. When a firearm is no longer serviceable, request that it be decommissioned by forwarding such a request through the chain of command to the Chief of Police, detailing the circumstances.

.14 Firearm Deployment

Officers are governed by the Department Use of Force policy when engaging suspects with firearms. All Department guidelines and the Illinois Compiled Statutes regarding the use of force, and deadly force, will be followed at all times.

.15 Firearm Storage

A. Officers shall ensure secure storage of firearms when not in use. In accordance with 720 ILCS 5/24-9 (Firearms; Child Protection Act), all Department authorized firearms must be maintained in one of the following manners:

1. Secured by a device or mechanism, other than the firearm safety, designed to render a firearm temporarily inoperable; or
2. Placed in a securely locked box or container; or
3. Placed in some other location that a reasonable person would believe to be secure from a minor under the age of 14 years and other unauthorized individuals

B. The Department will provide one locking device to each sworn member with the issuance of a firearm.

C. The Department strongly encourages all members to secure any and all other firearms which may be in their possession or under their control, as mandated by 720 ILCS 5/24-9.

.16 Use and Handling of Firearms

A. When on-duty, every officer will carry a firearm and the minimum amount of service ammunition as authorized by the Chief of Police. Instructors conducting training may exempt officers from carrying a firearm during training.

B. Officers are prohibited from having a firearm in their immediate possession in any location away from their residence when they are under the influence of intoxicants.

C. Department members shall conscientiously observe common safety practices and established procedures whenever handling or using firearms. The negligent handling/discharging of firearms is prohibited. Firearms shall not be drawn, displayed or discharged in any place, except as necessary in the performance of official duties. No firearm shall be dry-fired, unless the firearm has been unloaded and inspected, and the officer is engaged in training, qualification, supervisory inspection, cleaning, or practice on an approved firearms range or in a designated safe area. Discharge of live ammunition is prohibited, except as necessary in the performance of official duties, or on an approved firearms range.

D. All loaded firearms, which are not the property of the officer and which come into the officer's possession, shall be immediately unloaded by the officer, unless the firearm in the loaded condition is necessary for evidentiary purposes or unloading is prevented due to malfunction. Any firearm left in a loaded condition shall be properly marked to advise its condition.

.20 Secondary/Back-Up Firearms

A. Secondary firearms are authorized for those instances where an officer's issued firearm is inaccessible or will not function. Whenever an officer is authorized to draw any handgun, the first choice shall be the issued duty handgun.

B. Any officer wishing to carry a secondary firearm must meet the following requirements:

1. Submit a request to the office of the Chief of Police, containing the firearm's make, model, finish, caliber, barrel length and serial number for approval.
2. The secondary firearm must be commercially manufactured and one of the following calibers:
 - a. .32 ACP
 - b. .380 ACP
 - c. 9mm Luger
 - d. .357 SIG
 - e. .357 Magnum
 - f. .38 cal.
 - g. .40 S&W
 - h. .45 ACP
3. The firearm must have a barrel length not exceeding 4.5 inches, be double action only or a combination containing double action, or striker fire.
4. Secondary firearms must be concealed and secured in a holster equipped with a fastening mechanism.

C. Any officer wishing to carry a secondary firearm must meet the following requirements:

1. Submit a request to the office of the Chief of Police, containing the firearm's make, model, finish, caliber, barrel length and serial number for approval.
2. Secondary firearms must be concealed and secured in a holster equipped with a fastening mechanism.

.21 Secondary/Back-Up Ammunition

Ammunition for non-issued firearms used as secondary firearms must meet the following criteria:

1. All ammunition must be factory produced.
2. Officers shall not modify any ammunition.
3. Reloaded ammunition will only be permitted for range practice.

.22 Secondary/Back-Up Firearm Qualification

A. Officers shall be required to demonstrate proficiency with any secondary firearm on a quarterly basis, using the Department's mandatory qualification course for duty firearms, before being approved to carry same. All secondary firearm training and qualification shall be conducted by the Department Range Master or his/her designees, who will be certified firearms instructors. The Range Master shall maintain a record of qualifications and training. For practice and qualification, members carrying secondary firearm shall be required to supply ammunition at their own expense.

B. Anyone carrying a secondary firearm not registered with the Chief of Police, or not having first demonstrated his/her proficiency on the range, shall be deemed in violation of this order.

.23 Maintenance of Personally Owned Secondary/Back-Up Firearms

The Department will not assume any obligation relating to the repair or maintenance of personally owned firearms. In the event the Range Master rules the firearm unsafe, it will not be carried under any circumstances until repaired, and then inspected again and approved by the Range Master.

.30 Off-Duty Firearms

A. No police officer will be permitted to carry a firearm off-duty until successful completion of the Minimum Standards Basic Law Enforcement Training course as mandated by 50 ILCS 705/8-1, Training Necessary Prior to Permanent Appointment as a Law Enforcement Officer.

B. The Glendale Heights Police Department does not require its members to carry a handgun while off-duty:

1. Officers desiring to carry a firearm off-duty, other than the Department issued pistol, shall submit a request to the office of Chief of Police, containing the firearm's make, model, finish, caliber, barrel length and serial number for approval.
2. Those members that choose to carry a handgun while off-duty must keep it concealed as much as practicable, and have their police credentials with them.
3. Members electing to carry a handgun off-duty must do so in compliance with the laws of the State of Illinois, other States, and Federal Statutes, whichever may apply.
4. No member of this Department shall be armed while present in an establishment off-duty, where the primary business conducted in that establishment, or section of that establishment, is the dispensing and consumption of alcoholic beverages.
 - a. This section shall not apply to a restaurant area of a licensed alcoholic beverage establishment.
 - b. If a member is in doubt, he/she should seek permission in advance before entering the establishment armed, from his/her supervisor or appropriate division head.
5. No member shall carry an off-duty firearm until he/she has first demonstrated proficiency with the weapon via the Department qualification course, conducted by the Department Range Master or his/her designee.

C. No member shall carry a fully automatic firearm off-duty. No member shall carry a long rifle or shotgun off-duty except for a legitimate reason, i.e. game hunting, skeet shooting, trap shooting, firearm collection, etc.

D. Members working secondary employment may carry firearms while so employed only under the following conditions:

1. They have successfully completed the State of Illinois security course allowing for the carriage of firearms, or
2. They are working a uniformed detail assigned through the office of the Chief of Police, or
3. They are working part-time for another law enforcement agency under that agency's authority.
 - a. Members may not carry a firearm issued by the Glendale Heights Police Department while working part-time for another law enforcement agency.

.31 Off-Duty Firearm Ammunition

Ammunition for non-issued firearms used as off-duty weapons must meet the following criteria:

1. All ammunition must be factory produced.
2. Officers shall not modify any ammunition.
3. Reloaded ammunition will only be permitted for range practice.

.32 Off-Duty Firearm Qualification

Firearms carried off-duty shall be qualified with semi-annually. All off-duty firearms training and qualification shall be conducted by the Department Range Master or his/her designees, who will be certified firearms instructors. The Range Master shall maintain a record of off-duty firearms qualifications and training. Those members desiring to carry any off-duty firearms shall furnish their own ammunition for qualification. Officers will remain aware of Department rules governing use of force and the discharge of firearms, and adhere to the same.

.33 Maintenance of Personally Owned Off-Duty Firearms

The Department will not assume any obligations relating to the repair or maintenance of personally owned firearms. In the event the Range Master rules a firearm is unsafe, it will not be carried under any circumstances until repaired, and then inspected again and approved by the Range Master.

.40 Department Patrol Rifles and Ammunition

A. All Department authorized patrol rifles and ammunition shall be approved by the Chief of Police. Department rifles shall meet the following criteria:

1. Bushmaster XM-15E2S
2. Bushmaster XM-15E2S V Match Rifle
3. Chambered in .223 Remington
4. Have a minimum of two 20 round magazines
5. Be equipped to allow for a sling.

B. In addition to those firearms set forth in Section .40, A. above, special authorization is granted by the Chief of Police for members assigned to the Metropolitan Emergency Response & Investigative Team (MERIT) Metro SWAT team and Illinois Law Enforcement Alarm System (ILEAS) Region 4 Weapons of Mass Destruction Team (WMD Team) (see GO #2405), to carry the following firearms, which is authorized, issued, maintained, proficiency tested, and documented by those teams while performing duties related to those assignments:

1. Commercially manufactured semi-automatic pistol approved by MERIT Metro Swat Commander and the Chief of Police.
2. Commercially manufactured, AR 15/MR type platform rifle.

C. Additional options may include:

1. Optical sights or laser sights
2. Collapsible stocks
3. Flash suppressors or muzzle breaks
4. Alternative sources of light

D. No alterations or modifications will be made to Department rifles without the written authorization of the Range Master or his/her designee.

.41 Rifle Ammunition

All Department members shall carry only the Glendale Heights Police Department issued .223 caliber duty ammunition loaded in their rifle and rifle magazines. Any other ammunition is in violation of this order.

1. .223 rifle ammunition shall be 55 gr. pointed soft point or hard point.

.42 Rifle Qualification

A. Only those officers who have successfully qualified and displayed safe handling techniques with the rifles are permitted to use them. In order to maintain proficiency in the use of rifles, all sworn police officers must attend and pass all scheduled rifle qualifications. All rifle training and qualification will be conducted by the Department Range Master or his/her designees, who will be certified firearms

instructors. Rifle qualifications will be scheduled semi-annually. The Range Master shall maintain a record of rifle qualifications and training. Additional tactical training will be conducted when practicable.

B. For one of the semi-annual rifle qualifications, all sworn officers shall annually qualify on a qualification course of fire developed by the Range Master or his/her designee, and approved prior to use by the Chief of Police or his/her designee. This qualification shall normally take place in February of each year. A successful qualifying score for the rifle is 80.

C. The other semi-annual rifle qualification shall consist of a course of fire developed by the Range Master or his/her designee, and approved prior to use by the Chief of Police or his/her designee. Each approved course of fire shall consist of a written lesson plan, range instruction, and qualifying standards. All sworn officers shall attain a qualifying score on each course of fire.

D. Officers who fail to attain a qualifying score shall receive retraining at the time. Further failure to attain a qualifying score shall subject the officer to documented remedial training, removal from duty and disciplinary action.

E. Officers who have been on an extended leave from duty or suffered an extended injury must demonstrate their proficiency by successfully qualifying before returning to active duty.

1. An extended period of time, for the purpose of this order, shall consist of one (1) missed semi-annual rifle qualification.

F. Rifles that contain optical sights shall only be used by members of the Department that have trained, qualified, and demonstrated proficiency with them. Qualifications for these rifles shall take place annually, in addition to the general rifle qualifications.

.43 Rifle Maintenance

Maintenance of Department rifles will only be performed by a Department certified armorer, or by a gunsmith authorized by the Department. Unsafe rifles shall be governed by section .13 of this order.

.44 Storage and Carriage of the Patrol Rifle

A. Department .223 patrol rifles assigned to individual squad cars will be secured in the vehicle unless the rifle is removed for rifle maintenance, vehicle maintenance, or other authorized purpose. When not in service, the rifle will be stored in the secure firearms locker adjacent to the armory.

1. Supervisors shall assign .223 caliber patrol rifles that are carried in the Patrol Sergeant's vehicle when the situation is determined appropriate for deployment.
2. Officers utilizing the .223 caliber patrol rifle will be responsible for returning it to a secure location.
3. When a vehicle rifle rack is not available, the rifle shall be cased and stored in the trunk of the vehicle.

B. Officers will maintain the rifle chamber unloaded at all times unless preparing for a tactical engagement.

1. The rifle will have an empty chamber, bolt forward, and the safety engaged.
2. When placing the rifle in a secured location other than a squad car, or returning it to the police station for storage, the action will be left open for visual inspection and the loaded magazines removed from the rifle. A chamber blocking device shall be used.

C. Department rifles which contain additional optics will be kept either in the Department armory or the Patrol Sergeant's vehicle. These rifles will only be assigned at supervisory direction. Rifles containing additional optics will not be carried by officers during normal patrol functions.

.45 Rifle Deployment

A. Officers are governed by the Department Use of Force policy when engaging suspects with rifles. All Department guidelines and the Illinois Compiled Statutes regarding the use of force, and deadly force, will be followed at all times.

B. Patrol rifle deployment considerations are determined by the officer's judgment and may involve, but are not limited to, the following situations:

1. A suspect is wearing protective body armor.
2. A suspect is armed with or has access to high powered weapons.
3. A suspect is located in a fortified position or tactically superior location.
4. Perimeter containment is an immediate objective.
5. The situation involves an active shooter.
6. The situation requires a superior weapons advantage.

C. Department rifles will not be used to euthanize wounded animals without supervisory approval.

.46 .308 Rifle

A. The Department shall maintain a .308 rifle in the Department armory. Special authorization may be granted by the Chief of Police or his/her designee for members to deploy the .308 rifle under specific emergency circumstances requiring greater firepower than a normal patrol rifle. Annual qualification for the .308 rifle shall only be conducted in a properly equipped outdoor shooting range, under the supervision of a Range Officer. Only Department members who have qualified with the .308 shall be permitted to deploy the rifle.

B. Authorized ammunition for the .308 rifle shall be 180 grain .308 semi-jacketed rounds, Winchester or similar brand.

.50 Department Shotguns

A. All Department shotguns and ammunition shall be approved by the Chief of Police.

B. All shotguns designated for duty use will be 12 gauge in caliber, except those used for training purposes.

.51 Shotgun Ammunition

It shall be the duty of all Department members to carry only Department issued ammunition loaded in the Department shotgun. Any ammunition carried with the shotgun will also be Department issued only. Rifled slug cartridges or .00 buckshot cartridges shall be the primary ammunition for duty carry. Any other cartridges may only be deployed with supervisor approval. Any shotgun round may be used for training purposes, at the discretion of the Range Master.

.52 Shotgun Qualification

Only officers who have successfully qualified and displayed safe handling techniques with the shotgun, are permitted to utilize them. Qualification for the Department shotguns shall take place annually, in addition to any other long gun qualifications. All shotgun training and qualification shall be conducted by the Department Range Master or his/her designees, who will be certified firearms instructors. The Range Master shall maintain a record of shotgun qualifications and training.

.53 Shotgun Maintenance and Storage

A. All Department shotguns will be inspected annually by Department armorers and a log maintained of said inspections by the Range Master.

B. Maintenance of the Department shotguns, other than normal maintenance and cleaning, will be performed by a Department certified armorer, or a gunsmith authorized by the Department. Unsafe shotguns shall be governed by Section .13 of this order.

C. Shotguns shall be stored in the Department armory, the secure rifle storage cabinets next to the armory, or in squads equipped with a gun rack when not deployed or being used for training.

D. At the beginning of each shift, it is the responsibility of the officer to inspect each shotgun round and load correct ammunition into the magazine tube.

E. At the end of an officer's tour of duty, the officer shall unload the shotgun and place ammunition into the sidesaddle or return it to the Equipment Room.

.54 Shotgun Deployment

A. Officers are governed by the use of force policy when engaging suspects with shotguns. All Department guidelines and the Illinois Compiled Statutes regarding the use of force and deadly force, will be followed at all times.

B. Patrol shotgun deployment considerations are determined by the officer's judgment, but are not limited to the following situations:

1. A suspect is wearing protective body armor.
2. A suspect is armed with or has access to high powered weapons.
3. A suspect is located in a fortified position or a tactically superior location.
4. Perimeter containment is an immediate objective.
5. The situation involves an active shooter.
6. The situation requires a superior weapons advantage.

C. Department shotguns will not be used to euthanize wounded animals without supervisory approval.

.60 Less Lethal Specialized Weapons

A. In order to provide officers with additional means of resolving situations requiring the use of force, but not rising to the level of deadly force, the Glendale Heights Police Department authorizes the use of less lethal weapons. These specialized weapons shall include:

1. 37MM Launcher—see section .61 below
2. Beanbag Shotgun—see section .63 below
3. Advanced Taser—see GO # 131
4. Cap-Stun—see GO # 132
5. ASP Baton—see GO #133
6. Riot Baton—see GO #133
7. Standard police baton—see GO #133

B. In addition to those weapons authorized in section .60(A) above, special authorization is granted by the Chief of Police for members assigned to the MERIT Metro SWAT Team and ILEAS Region 4 WMD Team to carry the following less lethal weapon, which is authorized, issued, maintained, proficiency tested and documented by those teams; while performing duties related to those assignments:

1. Smith & Wesson 37 MM single shot gas gun

.61 37MM Launcher

A. The 37MM launcher will be used primarily for, but not limited to, crowd control situations and violent persons. It shall remain in the Patrol Sergeant's vehicle unless authorized for removal.

B. Ammunition for the 37MM launcher will be provided by the Department depending upon the scenario. Ammunition shall include foam baton, stinger rubber ball, OC aerosol restraint spray and beanbag manufactured by Defense Technology and/or Combined Tactical Systems, Inc. No other ammunition shall be used, except that members assigned to the MERIT Metro SWAT Team and ILEAS Region 4 WMD Team may utilize other specialized ammunition authorized for use by those teams, while performing duties related to those assignments.

C. Maintenance for the 37MM launcher, other than normal maintenance and cleaning, will be performed by a certified armorer/gunsmith authorized by the Department. Unsafe launchers shall be governed by section .13 of this order.

D. The 37MM launcher is a specialized less lethal firearm that will not be available for daily carriage by patrol officers.

1. All rules regarding the use of force will be followed.
2. Only officers trained in the use of the 37MM launcher shall use this firearm.

.62 37MM Launcher Qualification

Only officers who have successfully qualified and displayed safe handling techniques with the 37MM launcher are permitted to utilize them. Qualification for the Department 37MM launcher shall take place

biennially. All 37MM Launcher training and qualification shall be conducted by the Department Range Master or his/her designees, who will be certified 37mm launcher instructors. The Range Master shall maintain a record of 37MM Launcher qualifications and training.

.63 Beanbag Shotgun

A. The beanbag shotgun shall be used in accordance with GO#120, section .20 (Use of Non-Deadly Force). The beanbag shotgun is an alternative to other less lethal applications of force. Circumstances justifying the use of a beanbag shot gun include but are not limited to:

1. A subject is threatening to harm himself/herself, an officer or another person with physical force and other means of controlling the subject are unreasonable or could cause injury to officer(s) or others.
2. In self-defense or the defense of a third party.
3. To subdue a violently combative subject.

B. Only Department authorized less-lethal beanbag ammunition shall be used. Qualification for the Department beanbag shotgun will take place biennially. All beanbag shotgun training and qualification shall be conducted by the Department Range Master or his/her designees, who will be certified beanbag shotgun instructors. The Range Master shall maintain a record of beanbag shotgun qualifications and training.

1. The Glendale Heights Police Department maintains beanbag shotguns that are separate and distinct from patrol shotguns. The beanbag shotguns will be differentiated by being painted bright orange in color, or having distinctive bright orange markings.
2. Only beanbag rounds provided by the Department will be carried with the beanbag shotgun at any time. At the beginning of each shift, it is the responsibility of the officer to inspect each round and load correct ammunition into the magazine tube.
3. At the end of an officer's tour of duty, the officer shall unload the beanbag shotgun and place ammunition into the sidesaddle or return it to the Equipment Room.
4. Beanbag shotguns shall be stored in the Equipment Room or secured in squads equipped with a gun rack when not deployed or being used for training.
5. Maintenance to the beanbag shotguns, other than normal maintenance and cleaning, will be performed by a Department certified armorer or a gunsmith authorized by the Department. Unsafe beanbag shotguns shall be governed by section .13 of this order.
6. All rules regarding the use of force will be followed.
7. Only officers trained in the use of the beanbag shotgun shall use this firearm.
8. The beanbag shotgun is a specialized less lethal firearm that will be allowed for daily carriage, but has a specific and limited purpose.

.65 Firearms Training Equipment

The Department shall utilize training systems that simulate the firing and use of firearms. These systems are strictly for training purposes and are not authorized weapons. The Department authorized training systems are:

1. Simunitions
2. Airsoft

.66 Weapons for Simunitions Training

A. Pistols will be maintained for training with Simunitions. These pistols will be stored in the Department armory when not in use. These pistols will be signed out for training purposes by the officer conducting the training, and returned after they have been cleaned and properly lubricated. No factory barrel or ammunition will be used in conjunction with Simunitions training.

B. Only Simunitions ammunition provided by the Department will be used. All unused ammunition will be returned to the Department armory by the officer conducting the training.

1. Simunitions weapons and ammunition will only be removed from the Department armory for training or weapon maintenance purposes.

2. All range safety rules apply when engaging in training scenarios. A weapon is not to be pointed at any person unless they are engaged in training scenarios with a training officer present.

C. Simunitions weapons shall not be carried by officer's on-duty at any time.

D. Simunitions protective equipment will be worn at all times when engaging in Simunitions training. Protective equipment shall not be removed unless directed by the training officer at the end of the scenarios.

.67 Airsoft

A. Airsoft guns are replicas of real firearms, except they have a mechanism for pushing out plastic projectiles. Airsoft guns can be spring, gas, or electric powered pistols or rifles, with 6mm orange tips at the barrel ends. Airsoft projectiles are spherical plastic pellets either 6mm or 8mm in diameter and ranging in weight from 0.12 to 0.88 grams.

B. Only Airsoft equipment provided by the Department will be used.

1. Airsoft weapons and ammunition will only be removed from the Department armory for training or weapon maintenance purposes.
2. All range safety rules apply when engaging in training scenarios. A weapon is not to be pointed at any person unless he/she is engaged in training scenarios with a training officer present.

C. Airsoft weapons shall not be carried by officers on-duty at any time, except during training sessions.

D. Protective equipment will be worn at all times when engaging in Airsoft training. Protective equipment shall not be removed unless directed by the training officer at the end of the scenarios.

.70 Remedial Training

A. Any member authorized to carry a firearm according to this order who fails to qualify with the firearm as required or displays a deficiency in its use shall be subject to remedial training with the weapon. Until such time as the deficiency is corrected and the member qualifies with the firearm, the member shall not carry the firearm.

B. Failure to qualify with the primary duty pistol shall require the officer to participate in remedial training based on the recommendation of the attending firearms instructor. The qualification course of fire will then be re-shot. Failure to qualify after remedial training and the second qualification attempt shall result in the officer reporting for a minimum of a two-hour remedial session on the next available duty day at a time to be determined by the shift supervisor. Failure to qualify after the second remedial and third qualification attempt shall result in the officer being assigned to administrative duties and further remedial training.

C. The Range Master shall document any remedial training and subsequent qualification. Failure to correct deficiencies and qualify shall result in a recommendation to the Chief of Police via the chain of command regarding the member's authorization to carry the firearm and/or disciplinary action up to and including termination.

.75 Use of Force Training

Members authorized to carry firearms shall receive annual training in the Department's Use of Force policy, GO #120. Use of Force training shall be incorporated into all firearms training.

.80 Firearms Records

The Range Master shall maintain a complete inventory of all authorized firearms. The Range Master shall forward copies of all firearms qualification and training records to the Deputy Chief of Operations, for inclusion in the Department's LEA training database.

.85 Inspection of Firearms

A. All firearms shall be inspected and approved by the Range Master or his/her designee, prior to being placed into service, or being carried by any member.

B. The Range Master shall ensure all lethal and specialized less lethal firearms are inspected in accordance with above procedures, and that each inspection is documented. Any firearm found to be defective or unsafe will be removed from service immediately.

.90 Firearms Review

The Range Master will review the types of authorized firearms and models assigned to each sworn officer and make any recommendations for changes as needed