

JACKSONVILLE POLICE DEPARTMENT

Policy: 8-4
Effective: 09-01-11
Revised: 01-13-21

TRAINING SITES: PRIMARY FIRING RANGE & JOINT TRAINING SITES

PURPOSE: To establish policy and procedures for the control, operations, and maintenance oversight of the Department's Primary Firing Range by the Jacksonville Police Department. The Department shall coordinate the control, operation, and maintenance oversight of the Joint Training Sites with the Jacksonville Fire Department.

POLICY: It will be the policy of this Department for the Primary Firing Range to be under the control of the Support Services Division. This Division shall be responsible for overseeing the operation and maintenance of these sites by authorized persons. When the Joint Training Sites are utilized by the Department, the Support Service Division shall coordinate the control, operation, and maintenance with the Jacksonville Fire Department.

DEFINITIONS:

- I. **PRIMARY FIRING RANGE:** the area owned by the City of Jacksonville at 1430 Marshall Road. The Primary Firing Range will consist of three (3) areas; the Range Tower, the Qualification Range, and the Tactical Range.
- II. **RANGE TOWER:** the facility from which the range operations will be coordinated and performed at the Primary Firing Range.
- III. **QUALIFICATION RANGE:** the area located south of the centerline berm at the Primary Firing Range.
- IV. **TACTICAL RANGE:** the area north of the centerline berm at the Primary Firing Range.
- V. **KNEE WALL:** the short wall in front of the automatic target system that is designed to protect the mechanics of the target system.
- VI. **JOINT TRAINING SITES:** the area owned by the City of Jacksonville in which the Jacksonville Police Department and Jacksonville Fire Department conduct simultaneous training or use the same site for training purposes separately.
- VII. **AUTHORIZED PERSONS:** any person the Chief of Police has approved and the Support Service Division has verified as having read and acknowledged as understanding the policy and procedures for the safe and proper use of the Primary Firing Range and Joint Training Sites prior to their actual use.
- VIII. **CERTIFIED FIREARMS INSTRUCTOR:** any person who is qualified to hold a Firearms Instructor Certificate; having satisfactorily completed a Commission on Law Enforcement Standards and Training (CLEST) approved Instructor Development Course, and a CLEST approved Firearms Instructor Course and demonstrated instructional and range proficiency.

PROCEDURES:

I. USE OF THE PRIMARY FIRING RANGE

- A. The Primary Firing Range may be used for off-duty practice. The officer will assume all responsibilities for the actions taken on the range. Officers must do the following prior to using the range.
 - 1. The officer will notify Dispatch and On-Duty Supervisor.
 - 2. The officer must sign the log to receive the key.
 - 3. The officer must have at least one other person present that is 12 years of age or older.
- B. The tactical range (Steel Targets) will not be used for off duty training by Officers or Instructors. Only the qualification range will be used. The far 2 left lanes will be turned out and the only targets used by off-duty officers.
- C. Only weapons that do not require specialized licensing or stamps may be used.
- D. Officers will collect all brass and trash prior to leaving the range. Officers will report any damage to the hardware and or fixed property.
- E. Certified police officers and certified auxiliary officers and probationary police officers of this Department may use the firing range as part of Department approved training.
- F. Department approved training will be training which is approved by the Training Unit and approved by the Chief of Police or the CLEST.
- G. Officers attending training will follow this policy and Policy 8-2 Firearms: Training and Qualifications at all times.
- H. Officers shall not purposefully strike the knee wall with bullets.
- I. Only certified range officers who are knowledgeable in the operation of the target systems may use the pneumatic and electric targets.
- J. The firing range will not be used by any employee of the Department for personal gain or for profit. This does not include authorized training hosted by the Department or being conducted by a business or outside agency charging tuition or related fees for training purposes.
- K. Only the firearms and munitions authorized by Jacksonville Police Department will be used on the primary firing range. Any other weapons or munitions will have to be approved by the Support Services Division/Training Section prior to its use.
- L. Officers firing at the range will not use targets which cause debris or trash to be left behind, unless it is approved by the Training Unit (i.e. Clay pigeons, balloon, plates etc.) If these targets are approved for use by the Training Unit, the officer is responsible for the cleanup. Officers must police brass, leaving the range clean.
- M. Officers of the Jacksonville Police Department may bring civilian guests if the following guidelines are met:
 - 1. The guest is allowed to possess a firearm by law.
 - 2. The guest must sign a release of liability.
 - 3. The officer must be in attendance at the range while the guest is at the facility.
 - 4. The officer assumes all responsibility for their guest's actions while on the range.

II. JOINT TRAINING SITES

- A. The Support Services Division's Training Unit personnel will be responsible for coordinating the use of the joint training sites with the Jacksonville Fire Department's Training Unit personnel.
- B. The training personnel of each Department shall be responsible for disseminating rules and regulations for the proper control, operation, and maintenance of these joint training sites to their respective Departments.