

YORKVILLE POLICE DEPARTMENT

329 – Weapons and Ammunition

SUBJECT: Weapons and Ammunition
EFFECTIVE DATE: February 5, 2020
DISTRIBUTION: All Personnel
REVIEW DATE: June 11, 2020

Purpose: To set forth guidelines and regulations for the type of weapons and ammunition authorized by the Department, and to ensure proper training and qualification procedures for all personnel. Proficiency training will be conducted by a certified weapons instructor and will be documented.

Policy: It shall be the policy of the Yorkville Police Department that no firearm will be carried for use in either an on-duty or off-duty capacity which does not adhere to the policies specified in this general order. Every sworn member of the Yorkville Police Department will have a valid Firearms Owner Identification Card (FOID). At least annually, all agency personnel authorized to carry weapons are required to receive in-service training on the department's response to resistance policies and demonstrate proficiency with all approved lethal weapons and electronic controlled weapons that the employee is authorized to use. In-service training for other less lethal weapons and weaponless control techniques shall occur at least biennially.

This Policy will be comprised of the following sections:

- I. Definitions
- II. Duty Weapons Firearms
- III. Department Authorized Patrol Rifles and Ammunition
- IV. Special Firearms
- V. Off Duty/Backup Weapon
- VI. Ammunition
- VII. Firearm Proficiency/Qualification
- VIII. Authorized Less Lethal Weapons
- IX. Knives as Weapons
- X. Safe & Proper Storage of Weapons
- XI. Rules
- XII. Attendance
- XIII. Qualified Retired Law Enforcement Officer
- XIV. Attachments
- XV. Compliance
- XVI. Effective Date

I. DEFINITIONS

- A. **Duty** is meant to mean anytime an Officer is officially assigned to perform within the scope of law enforcement. This includes, but is not limited to, regular duty assignments, stakeouts or voluntary duty assignments.
- B. **Off-Duty** is anytime an Officer is *not* acting within the scope of law enforcement. Officers of the Yorkville Police Department are **not** required to carry a weapon while off-duty.
- C. **Holster Retention Level** is defined as follows:

1. **Level One retention holster:** A Level One holster has only passive retention; the friction and "hold" of the holster is all that keeps the pistol in it. Most concealed carry holsters are level one holsters. For true Level One retention, the gun should not be able to be pulled free unless drawn correctly, ensuring secure carry but easy access for the carrier/operator.
2. **Level Two retention holster:** A Level Two holster has an active retention device in addition to the passive retention of the holster itself, making for two sources of retention. Commonly, a thumb break, hammer loop or trigger guard lock is the device in question.
3. **Level Three retention holster:** A Level Three holster has an additional retention device installed. A common design is thumb break or loop in addition to a trigger guard lock.⁴

II. DUTY WEAPONS FIREARMS

- A. All Yorkville Police Department approved duty weapons will be registered (**Attachment A**) and approved by the Master Firearms Instructor and a record maintained thereof. The record will include make, model, caliber and serial number.
- B. Duty weapons will be issued by the Yorkville Police Department with magazines issued for that weapon meeting manufacturer's specifications. The Department will only issue Glock pistols described in Section II.B.1 and rifles as described in Section II.B.2 of this policy. If an Officer chooses to carry a personally owned duty weapon meeting criteria set below, the Department will not issue him/her a Department duty weapon. All Department approved firearms will maintain the standard factory trigger pull setting. Any modifications to a Department approved firearm must be approved by the Firearms Coordinator.
 1. The duty pistol issued will be:
 - a. Glock Model 22 .40 CAL
 - b. Officers may carry a duty pistol other than the Glock 22. Should an officer decide to carry a duty pistol other than the department issued Glock 22, that officer will be responsible for the purchase of the pistol, duty holster, magazine pouches, accessories, maintenance, and any other associated expenses. The pistol must be a full-size frame pistol, chambered in 9mm, .40cal, or .45cal, and will be of one of the following manufacturers:¹
 - Glock
 - Smith & Wesson
 - Sig Sauer
 - Springfield Armory
 - Heckler & Koch
 - c. Officers who purchase their own duty pistol will seek approval from the department Firearms Coordinator, will show proficiency (marksmanship and weapons manipulation) with the pistol through a qualification course of fire, and will have their holster and duty gear inspected by the department Firearms Coordinator prior to carry on duty.²
 2. Officers assigned to administration positions and Officers assigned to plain clothes duties (i.e. general assignment, Detectives, CPAT, School Liaison

Officers) are authorized to carry compact or subcompact versions of the full-size duty pistols listed above.³

3. The Yorkville Police Department will provide for duty use, pistols and rifles to be carried by each Officer every shift. The following is a description of authorized pistols, rifles and ammunition to be used:
 - a. Pistols (Ammunition: .40 CAL – Winchester Ranger-T 180gr SXT JHP, 9mm – Winchester Ranger-T SXT JHP, and .45 CAL Winchester Ranger-T 230gr SXT JHP)
 1. Glock, Smith & Wesson, Sig Sauer, Springfield Armory, and Heckler & Koch.
 - b. Semi-Automatic Rifles
 1. AR-15 style Rifles (Ammunition: Federal Tactical Rifle 223 Remington 62gr Bonded Soft Point, Federal 55gr FMJ Boat Tail)
 - a. Bushmaster
 - b. DPMS
 - c. Calvary Arms
 - d. Civilian Force Arms
 - e. Smith and Wesson
 - f. Or approved by the Firearms Coordinator
 - c. Semi-Automatic/Fully Automatic Rifles (as approved by the Chief of Police)
 1. AR-15 style Rifles (Ammunition: Federal Tactical Rifle 223 Remington 62gr Bonded Soft Point, Federal 55gr FMJ Boat Tail)
 - a. Bushmaster
 - b. Colt
 - c. Or approved by the Firearms Coordinator
 2. AR-10 and FAL style rifles (Ammunition: Federal .308 WIN 150gr FMJ Boat Tail)
- C. Firearms instructors will inspect **all** lethal and less lethal weapons including firearms at each qualification for cleanliness, operational condition and registration accuracy. Each inspection will require a firearm's instructor's initials and/or signature indicating the inspection was completed. If a weapon is found unsafe, that weapon will not be carried until the unsafe condition is repaired.
 - a. Any and all repairs and maintenance issues on personally owned Department approved weapons will be the responsibility of the Officer at his/her own cost. All repairs should be done by qualified technicians. Prior to the weapon being placed back into service, the Master Firearms Instructor will inspect the weapon.
- D. Uniformed officers shall wear their duty pistols in secure strong-side hip level holsters on their duty belt. All on-duty patrol officers shall secure their duty sidearm in a level 3 holster of quality manufacture. All on-duty support services and administrative personnel shall secure their duty sidearm in a level 1 or higher holster of quality manufacture, however, a level 2 or above is recommended. Holsters shall be inspected annually during annual weapon inspection by a range instructor⁵
- E. The possession and use of firearms outside of the State of Illinois will be in accordance with 18 USC Sec. 926B (Law Enforcement Officers' Act). (**Attachment B**).

III. DEPARTMENT-AUTHORIZED PATROL RIFLES AND AMMUNITION

- A. Only firearms and ammunition meeting Department authorized specifications shall be used in the performance of duty.
- B. Officers are entitled to purchase an authorized weapon for use on duty; however; must ensure that all applicable federal regulations are followed with respect to any modifications made or accessories used.
 - 1. The department will **not** authorize the individual purchase of firearms considered Fully Automatic Weapons or Class 3 Weapons.
- C. Nothing in this order would restrict the Department from making purchases of any weapon marketed for “Law Enforcement Only” when ownership of the weapon remained with the department.
- D. Any Officer who elects to carry a personally owned patrol rifle will be required to attend a training program determined by the Master Firearms Instructor and will be required to qualify with the weapon.
 - 1. Initial training will consist of a minimum of 4 hours of classroom and range practice.
 - 2. Annual duty rifle familiarization for all officers.
 - 3. Annual duty rifle carry qualification for officers authorized to carry a patrol rifle.
 - 4. The rifle will be inspected, and documentation retained as to the identification of the weapon in the individual’s range file. This includes optics, lighting and or any modifications made to the weapon.
- E. Patrol rifles will meet the following criteria:
 - 1. Manufacturer (Refer to Section II B)
 - 2. AR-15 style Rifles will be chambered in .223 Remington or 5.56 N.A.T.O.
 - 3. AR-15 style Rifles will have two 30 round (minimum) magazines
 - 4. Have a hard/soft case designed to protect the rifle.
 - 5. Have a tactical sling allowing a low ready and stand down posture without removing the rifle from the wearer.
 - 6. Be equipped with functional iron sights.
 - 7. Operate by either direct impingement or piston
- F. Rifles may be equipped with the following:
 - 1. Optical sights.
 - 2. Collapsible stocks.
 - 3. Flash suppressors or muzzle breaks.
 - 4. Alternative light sources, flashlights and mounting hardware.
- G. Ammunition
 - 1. Officers will be provided with ammunition for duty and training purposes limited to a designated/scheduled training day that has been approved by the Yorkville Police Department training committee.
 - 2. No other ammunition will be substituted while using the rifle on duty. See Section II B for specifications on ammunition.
- H. Storage and Carriage
 - 1. Patrol Ready Storage

- a. AR-15 style Rifles – Unless preparing for a tactical engagement, Officers will maintain the weapon with an empty chamber, bolt forward, weapon on safe, magazine inserted.
2. The weapon will be cased and stored in the trunk of the patrol vehicle or secured in the patrol vehicle's rifle rack.
3. Officers will be responsible for the removal of the rifle at the end of their shift whereupon the rifle will be secured in the Yorkville Police Department armory.

I. Deployment

1. Engagement of suspects with firearms is governed by the Response to Resistance Policy (Policy - 303).
2. Deployment considerations are determined by the Officer's best judgment and involve but are not limited to the following situations:
 - a. Suspect(s) is wearing protective armor.
 - b. Suspect(s) is armed with or has access to high-powered weapons.
 - c. Suspect(s) is situated in a fortified location or tactically superior position.
 - d. Perimeter containment is an immediate objective.
 - e. The situation involves an active shooter.
 - g. The situation requires a superior weapons system.

J. Maintenance

1. Officers will receive training on how to maintain the rifle.
2. Cleaning supplies and add on aftermarket options will be provided by the individual.
3. Any and all repairs and maintenance issues on personally owned Department approved rifles will be the responsibility of the Officer at his/her own cost. All repairs should be done by qualified technicians. Prior to the weapon being placed back into service, the Master Firearms Instructor will inspect the weapon.

IV. SPECIALIZED FIREARMS

- A. Specialized firearms shall include all department firearms other than authorized duty pistols.
 1. Center-fire semi-automatic rifle
 2. Center-fire fully-automatic rifle
- B. A recommended course of fire and qualifying scores for specialized firearms will be developed by the master firearms instructor. All qualifying courses of fire will be approved through the chain of command by the Chief of Police.
- C. Center-fire semi/fully automatic rifle: Only qualified police officers are authorized to deploy center-fire semi & fully automatic rifles when it allows them to perform a specialized police function in the most effective manner.
 1. Only center-fire semi & fully automatic rifles issued by the department or non-issued departmentally approved rifles will be used.
 - a. While in the police facility, center-fire semi & fully automatic rifles will be stored in the secured lock box in the roll call room or armory.
 - b. Authorized Police Officers who are qualified to possess center-fire semi & fully automatic rifles in police vehicles will

- secure the rifle in the patrol vehicle's rifle rack or in a case which will be kept in the trunk of the police vehicle.
 - c. Center-fire semi & fully automatic rifles will be cased before placing the rifle in the trunk to prevent damage to the rifle.
 - 2. While stored in the trunk of a police vehicle, guidelines set forth in Section H.1 will be followed.
 - a. Exceptions to this rule may apply only if the immediate need for use of the center-fire semi & fully automatic rifles may arise during a tactical operation.
 - 3. Center-fire semi & fully automatic rifles will be removed from police vehicles by authorized police officers daily.
 - a. Center-fire semi & fully automatic rifles stored in the police facility shall have no ammunition in the chamber of the weapon.

V. OFF DUTY/BACK-UP WEAPON FIREARMS

- A. All off duty/backup weapons will be registered (**Attachment A**) with the Firearms Instructor and a record maintained thereof. The record will include make, model, caliber and serial number.
- B. Firearms instructors will inspect firearms at each qualification for cleanliness, operational condition and registration accuracy. Each inspection will require a firearm's instructor's initials and/or signature indicating the inspection was completed. If a weapon is found unsafe, that weapon will not be carried until the unsafe condition is repaired. It is the Officers responsibility to have the weapon repaired at his own expense by a qualified gunsmith. A receipt of such repair, explaining what was fixed shall be presented to a firearms instructor prior to carrying this weapon off duty or as a back-up.
- C. All Officers are required to qualify annually on a course and date determined by the Master Firearm Instructor in charge using duty and off-duty pistol weapons. These weapons will be inspected for safety and proper functioning by a Firearm Instructor. If a weapon is found to be unsafe, that weapon will not be carried until the unsafe condition is repaired.
- D. Weapons or holsters carried off duty by an Officer must be totally concealed.
- E. The possession and use of firearms outside the State of Illinois will be in accordance with 18 USC Sec. 926B (Law Enforcement Officers' Act).

VI. AMMUNITION

- A. The Yorkville Police Department will furnish all ammunition for Department authorized weapons. Refer to Section II.B for specifications on ammunition used for all department approved weapons. However, during training exercises, alternative ammunition may be authorized by the Master Firearm's Instructor/s.
- B. All duty ammunition will be standard factory ammunition and approved by the Chief of Police.
- C. Except for special weapons, full-jacketed rounds are strictly

prohibited for on-duty use. At no time will armor piercing rounds be utilized by any member of this department.

- D. Refer to Section II.B for specifications on ammunition used for all department approved special weapons.

VII. FIREARM PROFICIENCY/QUALIFICATION

- A. All Officers will have a working knowledge of all department issued weapons.
- B. It is the policy of this Department that only those Officers who have demonstrated proficiency in the use of department authorized firearms will be allowed to carry and use such weapons. Qualification will occur as follows:
 - 1. A minimum of one weapon qualification a year will be held for duty pistol weapons.
 - 2. An annual duty rifle familiarization (semi & full auto).
- C. Officers assigned to any special weapon will qualify with that weapon annually. Officers will qualify with a representative sample of all duty ammunition issued to that weapon. The course of fire will be determined by the Firearms Instructor in charge. Refer to Section IV A for included weapons.
- D. All personnel authorized to carry a firearm must obtain a minimum 70% based on a possible 100% for sidearms and special weapons qualifications. This score will be for all weapons carried on and off duty.
 - 1. A recommended course of fire for each qualification will be developed by the Range Master and approved through the chain of command by the Chief of Police.
- E. Any Officer not receiving the minimum 70% score during qualification will be required to attempt to re-qualify as soon as practical.
 - 1. Officers who fail to meet minimum qualification standards after two attempts will be removed from field assignment and may be subject to disciplinary action.
 - 2. Those who fail to meet minimum standards or qualify on their second attempt shall be provided remedial training and will be subject to the following requirements:
 - a. Additional range assignments may be scheduled to assist the member in demonstrating consistent firearms proficiency.
 - b. Members shall be given credit for a range training or qualification when obtaining a qualifying score or meeting standards after remedial training.
 - c. No range credit will be given for the following:
 - 1. Unauthorized range make-up
 - 2. Failure to meet minimum standards or qualify after remedial training.
- F. Any off-duty Officer, who is in uniform with badge or patches exposed, will carry a firearm.
- G. The results of all training and qualifications will be documented.
- H. Police Officers are required to have and maintain a valid Illinois Firearm Owners Identification Card (FOID), a copy of which will be provided upon demand.

VIII AUTHORIZED LESS LETHAL WEAPONS

The following is a list of less lethal weapons approved for use by Department personnel. No less lethal weapon may be carried until the employee is trained by a certified instructor and demonstrates proficiency in its use.

- A. ASP – (See Policy 305)
- B. O.C. Spray – (See Policy 305)
- C. TASER – (See Policy 305)
- D. Defensive Tactics: Defensive tactics are those physical techniques that are intended for use when it is inadvisable or impossible to use any other weapon due to the circumstances that are involved. Some examples of defensive tactics are come along holds, wristlocks, pain compliance techniques, strikes, counter strikes etc. Defensive tactics training will be included in the annual in-service training program.

IX. KNIVES

- A. Possession of knives by personnel is restricted to concealed knives with a blade length of four (4) inches or smaller. The use of knives other than as a tool is restricted to emergency situations.

X. SAFE AND PROPER STORAGE OF WEAPONS

- A. All Department authorized weapons when not being used in a duty capacity shall be:
 - 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.
- B. Carrying/Use of sidearms in the Yorkville Police Department.
 - 1. No member shall un-holster any sidearm within the Yorkville Police Department, except:
 - a. In the locker room.
 - b. To load and unload the duty weapon, and then only in the sand barrel provided for that purpose inside the sally port.
 - c. Cleaning of the weapon in designated areas of the Police Department.
 - e. If an incident arises that would justify Deadly Response to Resistance.
 - 2. Any un-holstered sidearm (duty/off duty/backup weapon) carried into or within the Yorkville Police department shall be carried unloaded and either boxed or if in hand, with the slide back or cylinder open.
 - 3. Any Officer who places a sidearm in his/her assigned locker shall secure the locker with a lock.

XI. RULES

The attached lists of Shooting Range Rules (**Attachment C**) will be followed.

XII. ATTENDANCE

All Officers of the Yorkville Police Department are required to attend the qualification/training shoots unless they are excused by a Firearms Instructor or the Chief of Police prior to the shoot.

XIII. QUALIFIED RETIRED LAW ENFORCEMENT OFFICER ([18 U.S. Code § 926C](#)):

An individual who:

1. Separated from service in good standing from service with a public agency as a law enforcement officer;
2. Before such separation, was authorized by law to engage in or supervise the prevention, detection, investigation, or prosecution of, or the incarceration of any person for, any violation of law, and had statutory powers of arrest or apprehension under section [807\(b\) of title 10, United States Code](#) ([article 7\(b\) of the Uniform Code of Military Justice](#));
3. Either:
 1. Before such separation, served as a law enforcement officer for an aggregate of 10 years or more; or
 2. Separated from service with such agency, after completing any applicable probationary period of such service, due to a service-connected disability, as determined by such agency;
4. During the most recent 12-month period, has met, at the expense of the individual, the standards for qualification in firearms training for active law enforcement officers, as determined by the former agency of the individual, the State in which the individual resides or, if the State has not established such standards, either a law enforcement agency within the State in which the individual resides or the standards used by a certified firearms instructor that is qualified to conduct a firearms qualification test for active duty officers within that State;
5. Either:
 1. Has not been officially found by a qualified medical professional employed by the agency to be unqualified for reasons relating to mental health and as a result of this finding will not be issued the required photographic identification; or
 2. Has not entered into an agreement with the agency from which the individual is separating from service in which that individual acknowledges he or she is not qualified under this section for reasons relating to mental health and for those reasons will not receive or accept the required photographic identification;
6. Is not under the influence of alcohol or another intoxicating or hallucinatory drug or substance; and
7. Is not prohibited by Federal law from receiving a firearm.
8. Qualified Retired Law Enforcement Officers (QRLEO) ([18 USC 926C](#))
 - A. A QRLEO who is employed by the Department as a civilian employee may be authorized to carry a concealed firearm while on duty.
 1. Those authorized must possess on his/her person a valid authorization card that is:
 1. An Illinois Retired Officers Concealed Carry (IROCC) card in accordance with the Illinois Police Training Act ([50 ILCS 705/1, et seq.](#)) and the Peace Officer and Probation Officer Firearm Training Act ([50 ILCS 710/1, et seq.](#));
 2. A QRLEO Identification card issued by the Yorkville Police Department; or
 3. A similar valid identification card issued by the municipal or other government law enforcement agency

from which the employee retired as a law enforcement officer.

2. Authorized civilian employees carrying a firearm:
 1. Possess no police powers and have no authority to act as a Yorkville police officer;
 2. Are prohibited from intervening or taking action in incidents except as he/she would in the normal course of his/her duties;
 3. Shall not deploy his/her firearm unless extenuating circumstances exist and in immediate defense of life;
 4. Must carry his/her firearm and any ammunition completely concealed, when carried; and
 5. May carry only one (1) firearm.
- B. All QRLEOs who are employed by the Department shall immediately notify the Chief of Police if he/she becomes barred from the possession of a firearm under Federal or State statute upon such prohibition becoming effective.
 1. Initial notification shall be by telephone or e-mail, with follow up in writing sent by U.S. mail to the Department.
 2. He/she shall return the Department issued QRLEO Identification card via U.S. Mail or in person.
 3. Failure to notify the Chief of Police of such prohibition may be cause for permanent non-renewal of certification of a separated sworn employee.

XIV. ATTACHMENTS

Attachment A: Weapons Registration Form

Attachment B: 18 USC Sec. 926B (Law Enforcement Officers Act).

Attachment C: Shooting Range Rules

XV. COMPLIANCE

It is the responsibility of all Officers, Supervisors, and Administrative Personnel to comply with all sections of this directive. This Policy supersedes all previous written and unwritten policies and procedures of the Yorkville Police Department on the above subject.

XVI. EFFECTIVE DATE

This order shall become effective on: **June 11, 2020**

By order of,



James Jensen
Chief of Police