

	ITHACA POLICE DEPARTMENT POLICY AND PROCEDURE GENERAL ORDER	Distribution ALL PERSONNEL	General Order Number 3.08
		Original Issue Date 07/15/2019	Reissue/Effective Date MM/DD/YY
Order Title: PATROL RIFLES	Accreditation Standard: NY 2.2; 2.7; 6.1; 6.2; 20.1; 20.5; 32.3; 33.1; 33.3; 35.1		Section 3
	Section Title RULES OF CONDUCT		
Rescinds: General Order 342: Firearms Qualification, Use & Possession issued 5/11/2015		Dennis Naylor, Acting Chief of Police	

This General Order is for departmental use only and does not apply in any criminal or civil proceeding. This General Order should not be construed as creation of a higher legal standard of safety or care in an evidentiary sense with respect to third party claims. Violations of this General Order will only form the basis for departmental administrative sanctions. Violations of law will form the basis for civil and criminal sanctions in a recognized judicial setting

I. PURPOSE

The purpose of this policy is to provide guidelines governing the training, carrying, and deployment of a patrol rifle to members of the Ithaca Police Department.

II. POLICY

The Ithaca Police Department (“Department”) is committed to providing its officers with the tools necessary to perform critical functions related to public safety and service. To accomplish this goal, the Department recognizes the need for specialized weapons for use in critical assignments. To this end, Ithaca Police Department officers are authorized to carry and deploy a patrol rifle as provided for in this policy.

Only members of the Ithaca Police Department who have successfully completed the established course of Patrol Rifle training shall be authorized to carry Patrol Rifles. Nothing in this section shall be construed to prevent a member who has not completed the required training from taking custody of a Patrol Rifle for the purpose of securing it, or from deploying the rifle in extraordinary circumstances.

It is the policy of the Ithaca Police Department that officers use only that level of force that is objectively reasonable to bring an incident under control and protect the officer or third parties from imminent physical harm. The Police Patrol rifle may be considered another implement of deadly force and as such, its usage will be consistent with this department’s use of force and firearms policy. The policy is intended to be consistent with, and a component part of, the Department’s policy on the Use of Deadly Force.

III. DEFINITIONS

Deployed: Any time the rifle is removed from its case or mounting and brought into view of the public during an emergency or other police operation.

Firearms Instructor: A police officer within the Department assigned to the Firearms Training Cadre by the Training Coordinator to correlate and develop all activities relating to firearms, firearms training and firearms range activities. The Firearms Instructor shall, at minimum, have satisfactorily completed a Firearms Instructor Course which meets the standards of the New York State Division of Criminal Justice Services and the Municipal Police Training Council. Officers who are certified Firearms Instructors, but are not currently assigned to the Firearms Training Cadre, are not authorized to deliver firearms related instruction to members of the Department.

Firearms Training Cadre: A group of Department Firearms Instructors selected by the Training Coordinator to develop and deliver firearms training to department members.

Cruiser Safe: The rifle's selector lever on safe, bolt forward on an empty chamber, dust cover closed, optic off, full 30 round magazine inserted into the mag well, and rear sight flipped up with the large aperture open.

Patrol Rifle/Tactical Carbine: Department issued Colt M4 Carbine.

Storage Condition: The rifle's selector lever on "safe," magazine removed, chamber empty, and bolt closed.

In-Service: The rifle's selector lever on "safe," magazine loaded into the rifle and a round of ammunition is chambered and optic on, making the rifle ready for immediate use.

Training Coordinator: A Department member selected by the Chief of Police to oversee and coordinate all departmental training.

IV. PROCEDURES

A. General

1. Patrol rifles will be issued to each Patrol vehicle and select Investigative vehicles. Rifles are to be secured in the rifle rack and in Cruiser Safe condition.
2. Rifles having a loaded magazine inserted shall be brought into the police department with the muzzle pointed in a safe direction.
3. A record of all weapons to be used by the Ithaca Police Department shall be maintained by the Training Coordinator.

- a. Weapons will be logged by make, model, and serial number.
- b. Approvals to carry a patrol rifle will be kept in the approved officer's training file.

B. Deployment Guidelines

1. Officers may deploy the patrol rifle in any circumstance where the officer can articulate a reasonable expectation that the rifle may be needed. Examples of some general guidelines for deploying the patrol rifle may include, but are not limited to:
 - a. Situations where the officer reasonably anticipates an armed encounter, or is receiving gunfire from an identified hostile source;
 - b. When an officer is faced with a situation that may require the delivery of accurate and effective fire at long range;
 - c. Situations where an officer reasonably expects the need to meet or exceed a suspect's firepower;
 - d. When an officer reasonably believes that there may be a need to deliver fire on a barricaded suspect or a suspect with a hostage;
 - e. Response to an active shooter;
 - f. When an officer reasonably believes that a suspect may be wearing body armor;
 - g. When authorized or requested by a supervisor.
 - h. Destruction of injured or dangerous/aggressive wildlife
2. Officers shall use caution when employing a patrol rifle in close proximity to subject(s) where weapon retention may be an issue. Considerations for when a patrol rifle is deployed include, but are limited to:
 - a. Population density of the area;
 - b. Use and construction of building in which the weapon is to be used;
 - c. Type and proximity of surrounding buildings and area;
 - d. Type of weapon known or believed to be in the possession of the suspect(s);

- e. Rapid response to an active shooter; and
 - f. Presence of a clear field of fire and backdrop
3. Discharge of the patrol rifle shall be governed by the Department's *Use of Force Policy*, General Order 3.01.
 4. Following any deployment of a patrol rifle, the deployment and circumstances of the deployment shall be documented in a police report.

C. Cruiser Safe Condition

1. Patrol rifles in the field shall be secured in vehicle mounts in "Cruiser Safe" condition until deployed. A rifle is considered "Cruiser Safe" when it has been inspected by the assigned officer and meets the following conditions:
 - a. The selector lever is on SAFE
 - b. There is no round in the chamber;
 - c. The rifle bolt is forward on an empty chamber;
 - d. There is a fully loaded 30 round magazine in the rifle;
 - e. The dust cover is closed;
 - f. The optic is off;
 - g. The rear flip-up sight is in the up position with the large aperture open

D. Deployment Ready and Making Safe the Patrol Rifle

1. Any qualified officer deploying a patrol rifle in the field shall follow the below listed steps to chamber a live round and, once the circumstances no longer require the use of the weapon, to make the patrol rifle safe:
 - a. Safely remove the rifle from the locking rack;
 - b. Point the rifle in a safe direction;
 - c. Remove the magazine from the well of the weapon and observe the top round. (A fully loaded magazine should have the top round high on the right with the bullets facing away from the officer). Reinsert the magazine into the well of the weapon.
 - d. Pull the charging handle back with the support hand and release to chamber a round.
 - e. Remove the magazine from the well of the weapon and verify the the top round is now on the opposite side of the magazine, (confirming that a round was chambered).

- f. Turn the optic on using support hand.
- g. Once the circumstances no longer require the rifle, move to a safe location, point the weapon in a safe direction, and remove the magazine;
- h. Pull the charging handle back fully allowing the chambered round to eject onto the ground. Rack the rifle several times and lock bolt to the rear;
- i. Perform visual and physical checks with the bolt OPEN (to ensure an empty chamber, RELEASE THE BOLT.
- j. If possible, locate the ejected round and inspect. If the round appears to be in good condition reload it into the magazine. Return magazine to magazine well and replace weapon into locking rack in "Cruiser Safe" condition; and
- k. At first opportunity, or end of shift, notify a supervisor if there is a need to replace the ejected round.

E. Post Firing Rifle Handling

- 1. In the event the rifle is fired, the officer must maintain the condition of the rifle.
- 2. After the incident has been stabilized, the safety shall be engaged.
- 3. No other actions shall be taken to render the rifle "safe."
- 4. The rifle shall be turned over to the duty Sergeant or Incident Commander.

F. Rifle Security

- 1. Vehicles
 - a. Rifles and plate carriers will be removed from any vehicle prior to being taken out of service or being serviced (for mechanical service or repair unless an officer is available to standby with the vehicle until the maintenance is completed.
 - b. Vehicles with electronic locks shall not be left unattended without first removing the ignition key and locking the vehicle

2. Department/Headquarters

- a. Employees will secure the rifle in a designated secured rifle storage space in the police facility when not in use. Rifles in vehicles will be "Cruiser Safe Condition."

G. Equipment

1. The Ithaca Police Department authorizes for use the following rifles:
 - (a) Colt M4 Carbine
 - (b) Remington M4 Carbine (SWAT)
 - (c) Spikes M4 Carbine (SWAT)
2. All patrol rifles used by the Ithaca Police Department must be approved by the Chief of Police.
3. Patrol rifles shall be equipped with a thirty (30) round magazine, sling, Aimpoint Optic, flashlight, and iron sights.
4. Officers shall carry only department-issued ammunition.
5. Officers deploying a patrol rifle will carry a extra loaded magazines and medical supplies assigned to each vehicle on the "Rifle Plate Carrier." The "Plate Carrier" will be kept in a readily deployable location and must be taken out of the vehicle when the patrol rifle is deployed.

H. Maintenance

1. Officers are responsible for inspecting the rifle assigned to their vehicle at the beginning of each shift.
2. Primary responsibility for maintenance of patrol rifles shall fall on the Department's armorer(s), who shall inspect and service each patrol rifle on an annual basis.
3. All rifles are subject to inspection at any time.
4. Officers shall not perform any alterations or modifications other than routine cleaning and maintenance without prior written authorization from the Chief of Police, or designee. No modifications or mechanical repairs shall be performed to any patrol rifle by any personnel except for a certified armorer of that weapon platform.

5. Any damage, other than cosmetic, or mechanical failure of any kind, shall be immediately reported to the Shift Supervisor in writing by the end of the shift. The rifle shall be taken out of service until repaired and cleared for service by a Department Armorer.
6. The Department is responsible for repairs to rifles damaged during the course of duty.
7. Any modification or mechanical repair will be entered in the weapon's maintenance log maintained by the Training Coordinator.

I. Training

1. Prior to deploying a patrol rifle, officers are required to successfully complete a department approved training course, and demonstrate proficiency in the use of the weapon in compliance with NYS Division of Criminal Justice and the Municipal Police Training Council requirements. (see General Order 3.07, *Firearms*.)
2. Officers must qualify at least once per year.
3. Failure to attend or successfully complete the training is cause for revocation of permission to carry the rifle while on duty. Officers who fail to qualify shall comply with the procedures set forth in General Order 3.07, *Firearms*, regarding remedial training.
4. All training, including remedial training, shall be documented.

