



## APPROVED FIREARMS

### Directive: 8 – 101.2

Date of Issue: March 2016 Amends/Cancel: 8-100 & 8-101, May 2015

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#### I. PURPOSE

The purpose of this Directive is to delineate the firearms approved for carry and use by Maryland Capitol Police (MCP) personnel.

#### II. POLICY

It is the policy of the MCP that police employees will utilize only authorized and approved firearms in accordance with applicable Federal and State laws. In addition, MCP will set standards for both Department issued and department approved firearms.

#### III. DEFINITIONS

Weapons Custodian – A MCP employee who is responsible for department weapons inventories.

#### IV. PROCEDURES

##### A. WEAPONS CUSTODIAN RESPONSIBILITIES

1. The weapons custodian will be responsible for the maintenance, issuance and inventory of all firearms. The weapons custodian will:
  - a. Document when a firearm is issued to a police officer;
  - b. Maintain inventory records of all firearms that have been received by MCP and issued to MCP personnel;
  - c. Review of monthly inspection reports submitted by supervisors pertaining to firearms; and
  - d. Complete quarterly inventories of all firearms and immediately notify to the Chief of Police in the event of any discrepancies.
  - e. Submit of all completed inventories of department weapons to the Commander, Special Services Division.

## B. PRIMARY HANDGUNS

The primary handguns issued by the department are the Glock, Model 22, .40 caliber, semi-automatic handgun and the Glock, model 23, .40 caliber, semi-automatic handgun.

## C. APPROVAL OF PERSONALLY OWNED OFF-DUTY FIREARMS

1. All personally-owned firearms must be approved prior to being carried by officers.
2. Officers must demonstrate proficiency in use, carrying and cleaning of firearm to a firearms instructor prior to approval.
3. An officer requesting to carry a personally-owned firearm will:
  - a. submit a Form 101, Request and Approval to Carry Weapon;
  - b. ensure that the firearm is inspected by a department armorer certified for that weapon;
  - c. ensure that a Form 101A, Armorer's Check-Off List, is completed and signed;
  - d. submit the Form 101 and Form 101A to the Training Unit;
  - e. complete a day and night fire qualification course with a minimum score of 70 percent;
  - f. complete a Form 77R, Application to Purchase a Regulated Firearm, signed by his Commander, if this form was not completed upon purchase or misplaced;
4. Any adjustment or modification to an approved personally-owned firearm requires prior approval and a re-inspection by a department armorer prior to use and carry.
5. Officers approved to use and carry a personally-owned firearm are responsible for all expenses associated with repairing and maintaining these weapons.
6. Handguns meeting the following requirements may be used in the capacity of an off-duty weapon;
  - a. It is a semi-automatic handgun;
  - b. It uses .380 caliber or larger;
  - c. It has at least 8 pound trigger pull;
  - d. It is Double Action Only (DOA), or the same trigger pull each time;
  - e. It contains a firing pin block;
  - f. It does not have or require grip safety or grip cock;
  - g. It holds at least 6 rounds; and

- h. When used in the capacity of an off-duty weapon, a second magazine must be carried if the weapon holds less than 8 rounds.

#### D. SHOTGUNS

1. Only shotguns that have been issued or approved by MCP will be used while on duty.
2. When authorized to carry a departmental shotgun on duty, the officer will only employ ammunition that has been issued by the Department.
3. If a shotgun is carried in a patrol vehicle, the following safety precautions will be followed:
  - a. Shotguns may be carried in a patrol vehicle with a fully loaded magazine, but no ammunition will be carried in the chamber (Car-carry condition).
  - b. Weapons will be encased or fastened on a Department installed rack or secured in the trunk of the vehicle.
  - c. Shotguns will not be laid on the seat or floorboard of any state owned or leased vehicle in such a way as to be thrown about inside the vehicle.
4. Approval of a shotgun will be limited to one such weapon per sworn personnel at any time.

#### E. AMMUNITION

1. Only ammunition that has been issued or approved by the Range Master will be used in primary or off-duty handguns carried or worn by sworn personnel.
2. The ammunition issued for the primary handgun is the Winchester, 180 grain, SXT Ranger, jacketed hollow point round, Federal 180 grain, Hydro Shock jacketed hollow point round, or approved ballistic equivalent.
3. The shotgun ammunition that is carried and utilized by officers will be the .12 gauge, 00 buck or rifled slug ammunition that has been issued by the department.
4. Ammunition that is new and factory manufactured by Remington, Cor-Bon, Winchester, and Federal may be carried and used in off-duty handguns.
5. Officers must provide their own ammunition for their off-duty weapons for range qualifications. Failure to bring ammunition will result in the officer not being able to qualify with their off-duty handgun.

#### F. HOLSTERS

1. Only holsters, magazine pouches and gun belts that have been issued or approved by the Department may be used by on-duty police officers in conjunction with the issued primary handgun.

2. The Range Master must approve holsters used by officers for off-duty handguns.
3. The Range Master may approve holsters that have the following characteristics:
  - a. The holster will be quality made and securely held to the body when worn.
  - b. The holster must have a covered trigger guard and provide concealment for the weapon when worn.
  - c. Generally, the holster should have a thumb strap unless the holster is of a design that has a retention device that securely holds the weapon in place.
4. Police officers will wear and utilize the holster they use to carry and conceal the off-duty handgun when they qualify with the handgun at the range.
5. Police officers may wear and utilize the “fanny pack” or “gun sack” to carry the off-duty weapon provided the handgun is secured and concealed in a holster within the device, and there is a thumb strap securing the handgun in the holster.
6. If a firearm is carried in a purse, the purse must be specifically designed to hold a handgun utilizing a dedicated pouch; or if a standard purse is being used, the firearm must be secured in a properly fitting holster to prevent loss or accidental discharge.
7. In the event the range master inspects a holster and disapproves of its use for the off-duty weapon, the officer will not use the holster for the qualification assessment and will not use the holster to carry an off-duty handgun. Should inspection reveal that an issued holster is defective, damaged or otherwise unfit for service, the range master will immediately remove the holster from service and a replacement holster will be issued to the officer.