

PRIVATE PROTECTIVE SERVICES FIREARMS INSTRUCTOR

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Statement of the North Carolina Justice Academy's Policy on Academic Integrity

The very nature of the Criminal Justice profession requires its members to possess and demonstrate accepted standards of integrity, including the area of academics. Therefore, the North Carolina Justice Academy has adopted a policy of academic integrity.

I. Definition

Violation of this policy is defined to include, but not limited to, the following activities:

- A. Cheating;
- B. Plagiarism;
- C. Falsification and/or fabrication;
- D. Abuse of academic materials;
- E. Complicity in academic dishonesty, and
- F. Personal misrepresentation.

II. Punishment

Violation of this policy shall result in corrective action up to and including dismissal from the course in which the student is currently enrolled, denial of enrollment in future courses, and notification of the student's employing agency.

When in doubt about what would constitute a potential violation, students should always discuss the matter with your instructor or course coordinator.

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ABOUT THE NORTH CAROLINA JUSTICE ACADEMY

The North Carolina Justice Academy is a division of the North Carolina Department of Justice. Created in 1973, the Academy's enabling legislation establishes its duties as providing training programs for criminal justice personnel, providing technical assistance upon request to criminal justice agencies to aid them in the discharge of their responsibilities and developing, publishing and distributing educational and training materials. Program areas for these services are defined through the five centers of the Training Division: Legal; Law Enforcement Leadership; Commission/In-service; Tactical/Traffic; and Investigations. In addition, the Support Division operates the Learning Resource Center, conducts research, produces video and other graphic and printing services, coordinates institutional development and supports the campuses as a training environment for Academy courses as well as those of other state and local agencies.

The Academy's eastern campus in Salemburg is situated on a site with a long educational history. Established in 1875 as Salem Academy, the campus has subsequently functioned as Pineland School for Girls, Pineland Junior College, Edwards Military Institute and finally Southwood College. The campus still utilizes the Blanchard Learning Resource Center, the Royal Classroom Building, the Jones Auditorium, a cafeteria and an office building from the Southwood campus. Added over the years have been a new classroom building and learning resource center, dormitories, an administration building, a support services building, a maintenance building, a new state-of-the art gymnasium, classroom additions, firearms ranges, a driving track and other practical exercise areas.

In September 1998, the Academy's western campus opened in Edneyville. Later, in 2004, it was named the Larry T. Justus Western Justice Academy in honor of Representative Larry T. Justus. The western campus in Edneyville is located on the former site of the Edneyville High School complex. Renovations have resulted in modern classrooms, office space, a gymnasium, dormitory and cafeteria. A state-of-the-art indoor firearms range opened on campus in 2011. Both campuses have wireless Internet access and onsite computers for student usage.

Please let us know about your needs and the quality of our service. Your input will help us determine what we should continue to do and guide us into areas of change.



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NORTH CAROLINA JUSTICE ACADEMY

Mission

To improve the quality and effectiveness of criminal justice services to the citizens of North Carolina through research, education, training, and support for criminal justice and related personnel.

Core Values

Everyone at the North Carolina Justice Academy is dedicated to meeting your needs in the best possible way. In everything we do, we strive to build a quality conscious organization that attends to your training needs. The following Core Values establish inviolable standards of quality and professionalism and let you know what you can expect from us.

We will provide quality training to our students. It will be current, consistent, correct, and applicable to on-the-job experience.

We will put our students' interests first. We will help them achieve their goals by putting their needs first. We will seek their input in all that we do.

We encourage and support our staff's creative, innovative ideas and practices. We are committed to a quality work environment and the professional development of each employee. Our staff is our greatest resource.

We will treat all people fairly and in an unbiased manner and will establish an environment conducive to this. All persons with whom we interact will be treated with respect and courtesy.

We will ensure that our learning environment is comfortable and clean and attends to both the routine and special needs of the students.

We believe that students learn best when they can practice skills and apply them to their job setting. Our training will emphasize "hands on" experiences in the classroom.

We are representatives of the Academy and Department of Justice. We will act and look professional at all times.

We will strive to be the leaders in innovative practices, programs, and technology; assisting our clients in addressing present and future needs of the citizens of this state.

We'll not forget that we ultimately serve the citizens of North Carolina and therefore we will manage our organization's resources effectively and efficiently.

PRIVATE PROTECTIVE SERVICES FIREARMS INSTRUCTOR

INSTRUCTOR BIOGRAPHIES

Chad Thompson, Instructor/Coordinator, Tactical & Traffic Training Center, North Carolina Justice Academy

Education: B.S., Criminal Justice, Trinity University.

Continuing Education: Basic and Advanced SWAT; Special Tactics and Response Team Training; ASP Instructor Training; General Instructor Training; Specialized Firearms Instructor Training; United Nations/US State Department International Instructor Training; United Nations Close Protection/Executive Protection Training; Crucible Training Center Basic Training. Beretta and Remington Armorer's Training. Advanced Law Enforcement Certificate-North Carolina Sheriffs Training and Standards Commission.

Professional Experience: Johnston County Sheriff's Office, Benson Police Department, United Nations International Police Officer, Kosovo, Serbia, Dunn Police Department, Roseboro Police Department, United States Coast Guard Narcotics Interdiction Detachment. Assignments included: Lieutenant-Training Coordinator, Narcotics Lieutenant, Narcotics Agent, STAR Team Leader, Firearms Instructor/Trainer/Team Member-Special Team 6 Anti-Terrorist Team, Narcotics Agent/ Interagency Drug Enforcement Task Force and Patrol Officer. Nationally and Internationally ranked pistol competitor.

Military Experience: U.S. Coast Guard: District 7, United States, Miami, Florida; Law Enforcement/Narcotics; Armorer/Firearms Instructor for Law Enforcement Teams. Served during Desert Shield and Desert Storm.

Topic Areas: Specialized Firearms Instructor, Basic and Advanced SWAT, General Instructor, ASP Instructor, Basic Law Enforcement Instructor, United Nations Special Operations Instructor and North Carolina Concealed Carry-Handgun Instructor.

Professional Organizations: United States Practical Shooting Association (USPSA), International Association of Law Enforcement Firearms Instructors (IALEFI), National Rifle Association (NRA).

PRIVATE PROTECTIVE SERVICES FIREARMS INSTRUCTOR

TITLE: PPS FIREARMS INSTRUCTOR TRAINING - Course Abstract

Lesson Purpose: To provide the student with the knowledge and skills to safely handle firearms and to deliver accurate fire during shooting situations.

Training Objectives: At the end of this block of instruction, the student will be able to achieve the following objectives in accordance with information received during the instructional period:

1. Discuss the provisions of North Carolina General Statute 74C as it pertains to the armed security officer.
2. Describe in writing and demonstrate the proper methods for cleaning and inspecting the service handgun.
3. Attain a qualifying score of at least 90 percent accuracy on the approved courses of fire.
5. Demonstrate two methods of utilizing the flashlight while firing the handgun.
6. Describe in writing the difference between cover and concealment.
7. Describe in writing sight alignment and sight picture.
8. List the four functional tasks that the security officer must be able to perform under low light conditions.
9. Explain the color code system of "Mental Conditioning."
11. Demonstrate how to safely secure a handgun.
12. Demonstrate how to safely conduct range qualification.
13. Render initial first-aid for medical emergencies on the range.

Hours: Thirty-two (32)

Instructional Method: Lecture, Conference, Demonstration, Practical Exercises

Training Environment: Classroom/Firing Range

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Materials Required:	Lesson Outline Pen/Pencil/Paper
Training Aids:	PPS Firearms Instructor Training Course Notebook Course handouts Notebook paper Pen/Pencil Service ammunition for duty handgun Practice ammunition LCD/Overhead projector B-27 Targets Screen Revolver Semiautomatic pistols Cleaning equipment Range materials & equipment Flip charts Flashlights Ear/Eye protection
Testing Requirements:	Practical Pre-Test Written Post-Test Skills testing
References:	<p>Adams, Ronald J.; McTernan, Thomas M.; and Remsberg, Charles. <u>Street Survival: Tactics for Armed Encounters</u>. Evanston, IL: Calibre Press, 1980.</p> <p>Awerbuck, Louis. <u>The Defensive Shotgun, Techniques and Tactics</u>. El Dorado, AR: Desert Publications, 1989.</p> <p>Clede, Bill. <u>Police Shotgun Manual</u>. Harrisburg, PA: Stackpole Books, 1986.</p> <p>Cooper, Jeff. <u>Fireworks, A Gunsite Anthology</u>. Rogue River, OR: The Janus Press, 1980.</p> <p>Department of the Army, <i>Rifle Marksmanship M16-/M4Series Weapons</i>, FM3-22.9, Washington, D.C Department of the Army, 2012</p> <p><u>Emergency Care and Transportation of the Sick and Injured</u> (Second Edition). Chicago: American Academy of Orthopedic Surgeons, 1977.</p>

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Grant, Harvey and Murray, Robert. Emergency Care (Third Edition). Bowie, Maryland: Robert J. Brady Co. 1982.

Headquarters, Department of the Army. Training Ranges: Army Range Requirements. U.S. Gov't Printing Office, U.S. Army, 1980.

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Thompson, Chad. Laws Governing Concealed Handgun and Use of Deadly Force. Salemburg, NC: North Carolina Justice Academy, 2013.

United States Coast Guard. *Small Arms Instructor Manual*. Small Arms Instructor School. Reserve Training Center. Yorktown, VA. n.d.

Whiting, Richard C. National Rifle Association Range Manual A Guide to Planning and Construction. Washington DC: National Rifle Association of America, 1989

Wildlife Resources Commission. *Firearm and Hunter Safety Education*. Raleigh, NC: Department of Natural Resources and Community Development, 1982.

Young, James E. "Range and Facilities Management." NRA Police Firearms Instructor Manual. Washington DC: National Rifle Association of America, 1978

Study Assignments: None

Prepared By: R. Steven Johnson
Instructor/Coordinator
North Carolina Justice Academy

Date Prepared: July 2001

Revised By: R. Steven Johnson
Instructor/Coordinator
North Carolina Justice Academy

Date Revised: July 2003

Revised By: Darrell Wayne Ayers
Instructor/Coordinator

PRIVATE PROTECTIVE SERVICES FIREARMS INSTRUCTOR

North Carolina Justice Academy

Date Revised: February 2007

Reviewed by: Chad Thompson
Instructor/Coordinator
North Carolina Justice Academy

Date Reviewed: August 2010

Revised By: Chad Thompson
Instructor/Coordinator
North Carolina Justice Academy

Date Revised: August 2013

Reviewed By: Chad Thompson
Instructor/Coordinator
North Carolina Justice Academy

Date Reviewed: July 2015

Revised By: Chad Thompson
Instructor/Coordinator
North Carolina Justice Academy

Date Revised: March 2016

Revised By: R. Steven Johnson
Adjunct Instructor
North Carolina Justice Academy

Date Revised: December 2017

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Title: Successful Completion Requirements

1. Attain a qualifying score of at least 90% accuracy on the Handgun Qualification Course, twice in three attempts.
2. Attain a qualifying score of at least 90% accuracy on the Handgun Qualification Course (Night Firing), twice in three attempts.
4. Attain a score of at least 75% on the comprehensive written examination.
6. Attain rating of at least satisfactory on coaching skills, range master skills, and shooting skills.
7. Demonstrate proficiency in loading and unloading the various duty weapons.
8. Demonstrate the various shooting positions.
9. Demonstrate safe handling and operation of all weapons used.
10. Class attendance (absence by approval of course coordinator).

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Title:	Course Orientation
Lesson Purpose:	To acquaint the participant with course content and requirements and conduct the various pretests.
Training Objective:	The participant will be able to discuss the course content and requirements to successfully complete the course of instruction in accordance with the PPS Firearms Instructor Training Course guidelines.
Hours:	One Half Hour (.5)
Instructional Method:	Lecture/Conference/Practical Exercise
Training Environment:	Classroom/Firing Range
Materials Required:	Firearms Instructor Training Course Notebook Pen/Pencil Notebook Paper
Training Aids:	PPT Projector/Screen
References:	See Bibliography
Study Assignments:	None
Prepared By:	R. Steven Johnson Instructor/Coordinator North Carolina Justice Academy
Date Prepared:	July 2001
Revised By:	R. Steven Johnson North Carolina Justice Academy
Date Revised:	July 2003
Revised By:	Darrell Wayne Ayers Instructor/Coordinator North Carolina Justice Academy
Date Revised:	July 2007

PRIVATE PROTECTIVE SERVICES FIREARMS INSTRUCTOR

Reviewed By: Chad Thompson
Instructor/Coordinator
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Date Reviewed: August 2010

Revised By: Chad Thompson
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Date Revised: August 2013

Reviewed By: Chad Thompson
Instructor/Coordinator
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Date Reviewed: July 2015

Revised By: Chad Thompson
Instructor/Coordinator
North Carolina Justice Academy

Date Revised: March 2016

PPS Firearms Instructor Training

TITLE: PPSB FIREARMS - INSTRUCTOR NOTES

The firearms instructor is the vital element in firearms training. The results of life or death situations will be dependent upon what is taught or not taught to the armed security officer. Not only is this a tremendous responsibility, but the instructional task is a difficult one.

Besides patience and common sense, the firearms instructor must have extensive knowledge of the subject area. It is necessary that the instructor read relevant data regularly, build a library of reference material, and go to schools and workshops when possible. Those in firearms training are being required to testify in court in increasing numbers on such matters as the type of training an officer received, entry-level and otherwise. At the same time, the instructor's qualifications are the object of close scrutiny. Gone are the days when firearms instructors were selected on their shooting ability alone and subsequently presented instruction with no "formal" training.

1. While conducting basic firearms training, it is imperative that the students develop a sincere appreciation for safety in general and demonstrate safe gun handling at all times.
2. Students should learn to reload only in the manner they would utilize in an actual shooting incident.
3. The importance of documentation cannot be stressed enough. Detailed records should be maintained indicating the student's performance. Often-times pressure is placed on a firearms instructor to "cut some corners." If an instructor does this, there is the potential for loss of instructor certification, liability, and a disservice to the officer and the citizenry.
4. The firing range can be a dangerous place. There may be novice shooters firing along with experienced officers who have often developed over-confidence concerning firearms. It is recommended that one range safety officer be available for every three to five students while firing is being conducted.
5. The first thing a firearms instructor should do is personally inspect all weapons to make sure they are unloaded and serviceable.
6. Many feel the two greatest causes of accidents on the range are unfamiliarity with the weapon and horseplay.

The first problem can be addressed by thorough preparation and practice. Only after extensive familiarization and practice with the weapon should firing begin. The students should dry fire through all the positions a number of times while simulating loading and unloading in the correct loading stance. This practice also gives them a chance to get accustomed to the procedures and commands.

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Horseplay can be controlled by strict discipline. Anyone engaging in this form of immature activity should be dismissed from the range and possibly dropped from the course. Smoking (except during breaks) and loose conversation should not be tolerated.

7. Students should wear adequate eye and ear protection at all times on the firing range.
8. Loading and unloading familiarization should particularly include nomenclature and other information in the lesson plan. Duty weapons to include a revolver and a semiautomatic pistol should be available for class. Students should perform basic loading and unloading, and making weapons safe. Dummy ammunition or other appropriate items should be utilized.
9. Qualification - Approved courses of fire must be utilized and documented. Practice scores MAY NOT be used for qualification scores.

Instructors may use various techniques for teaching basic fundamentals prior to qualification attempts. These may include single and multiple shot drills, one-hand shooting, ball and dummy exercises, reloading exercises, and other practical techniques. The decision on which to use should be based on the students' experiences with weapons, etc.

10. This lesson plan contains a number of important handouts for the student. It is recommended that these also be utilized as transparencies by the instructor to be displayed as students refer to each handout during classroom sessions.
11. It is recommended that classroom and actual shooting be interspersed. For example, handgun firing exercises should be conducted after the handgun classroom activities and before any discussion of the other weapons or firing segments begin. Scheduling and class proficiency will determine the schedule of activities in the Firearms Training Course. For Re-Certification: While the PPS Board would prefer that all classroom topics be taught prior to any live fire practice or qualification, the PPS Board requires that the certified firearms instructor review safety and basic marksmanship fundamentals prior to any live fire exercises or qualification during the annual re-qualification.
12. Instructors may wish to run a "hot line." In utilizing a "hot line" students are instructed to reload as soon as the weapon is empty. One recommendation, if the instructor decides to utilize a "hot line," is to reverse the firing order of the qualification courses. For the handgun day course, firing would begin at the 25-yard line and at the 15-yard line for the handgun night course. This would ensure that the weapon is always pointed down range during movement with a loaded weapon. Instructors must be personally satisfied that each student is competent with their respective firearms prior to operating a "hot line."

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13. All firing is done from the standing position unless otherwise specified. Students will fire only those rounds specified at each stage. Students **WILL NOT** be allowed to “catch up” firing unexpended rounds later in the course of fire.
14. The student should begin each stage of the qualification course with weapon holstered and safety strap secured.
15. All firing is double-action for revolver users. Students qualifying with double-action semiautomatics must start each sequence in the double-action mode. Students qualifying with single-action semiautomatics must start each sequence with the hammer back and locked with all safety devices activated.
16. When all rounds have been fired, students should automatically clear and holster an empty weapon. The exception to this would be if the instructor decides to run a "hot line." If a "hot line" is utilized, students are given one command to load at the beginning of the course of fire, after that the student will reload whenever all rounds have been fired.
17. Pursuant to PPS Rule 07D.0807(e), “No more than six new or renewal armed security guard applicants per one instructor shall be placed on the firing line at any one time during range training.”

PPS Firearms Instructor Training

Title: Teaching Techniques and Firearms Safety

Lesson Purpose: The purpose of this block of instruction is to acquaint the firearms instructors with presentation styles and techniques that might enhance the learning ability of their student.

Student Performance Objectives: At the end of this block of instruction, the student will be able to perform the following objectives in accordance with the information received during the instructional period.

1. List the types of presentation and platform styles that can aid the professional instructor.
2. List the four cardinal rules of firearms safety.
3. Identify several elements needed to effectively evaluate a student shooter.
4. Discuss the provisions of North Carolina General Statute 14-315.1 "Storage of firearms to protect minors."

Hours: One and One-Half (1.5)

Instructional Method: Lecture

Training Environment: Classroom

Materials Required: None

Training Aids: PPT Projector/Screen

References: See Bibliography

Study Assignments: None

Prepared by: R. Steven Johnson
North Carolina Justice Academy

Date Prepared: July 2001

Reviewed by: Darrell Wayne Ayers
Instructor/Coordinator

PPS Firearms Instructor Training

North Carolina Justice Academy

Date Reviewed: August 2007

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North Carolina Justice Academy

Date Revised: August 2013

Reviewed By: Chad Thompson
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North Carolina Justice Academy

Date Reviewed: July 2015

I. Introduction

PPS Firearms Instructor Training

A. Opening Statement

Many instructors have become too careless in the way they handle firearms in a classroom environment. The atmosphere can become too relaxed and the student begins to feel that they can disregard basic safety as well. It is imperative that the instructor set the tone for creating an excellent learning environment by first being a professional instructor and demonstrating this professionalism in the classroom, on the range and at all other times.

B. Student Performance Objectives

C. Reasons

As a firearms instructor you must set the example that all of your students will follow. This includes the safe handling of firearms, the manner in which you present yourself, the demonstrations you conduct, and the platform skills you possess in conducting lectures.

II. Body

A. Presentation Styles

1. The Professional

Obviously the first type of instructor we would wish to look at would be the professional. What are the qualities associated with an individual who is at ease speaking to a group of people or a class? What is it that they do that eludes both knowledge and confidence? Let's look at some of the traits that you should seek.

a. Eye contact

Eye contact is the single most important form of nonverbal communication. Our society stresses looking at someone "eye to eye." Eye contact helps to develop a strong sense of believability. Eye contact helps to cement relations between the speaker and the audience, as well as provide feedback to the speaker. With classes of less than 50 people, a speaker should try to look at each individual in the group for two to three seconds. The process is repeated throughout the presentation. Don't dart the eyes about quickly because it gives the appearance of being scared. Don't wear tinted glasses, remember the audience is seeking that same eye contact as the speaker. Don't stare at a single individual for a prolonged period of time unless responding to a direct

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question. Even with direct questions, repeat the question so that everyone is aware of what was asked before responding.

b. Voice

First of all, you must be heard. A good speaker must always employ three aspects to the sounds that they make: tone, tempo, and volume. Tone is the inflection placed in the voice. Tone reflects enthusiasm, eagerness, belief in the topic. Tempo is the speed at which you talk. Too slow, the audience goes to sleep. Too fast, the audience can't understand you. Tempo should be varied. At times speak quickly, then slow down to emphasize a point. Repeat the point if necessary. Last, let's address volume. As was stated at the beginning, the audience must hear the message. Just as with tempo, volume should vary. While an audience doesn't want the speaker to whisper, neither do they want him/her to yell. No conversation between two individuals has a single volume. We inflect volume to make points, to announce solutions or underscore important aspects of the lecture.

c. Gestures

Make the gesture natural. Think of the firearms training topic and how your gestures could detract from the presentation. What about pointing the weapon at individuals in the class? What about constantly pulling the trigger of an empty weapon as you speak? How about using a handgun as a pointer? Even with an attached laser I would not recommend using the handgun as a "laser pointer."

2. What we don't want

a. "The Butcher"

The self prescribed "hacker" of lesson plans. This is the individual who manages to chop up the lesson plan into little individual parts that don't seem to go together any longer. The lesson plan seems to get ignored as they skip from one topic to another. For instance, in the middle of explaining sight alignment and focus on the front sight they mention that the last thing the bullet passes as it leaves the barrel is the front sight. Now, because bullet was mentioned, the lecture moves on to ballistics, terminal velocity, expansion, and a dozen

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other things not associated with sight alignment and sight picture. “We’ll get back to that in a minute” becomes the class motto.

b. “The Baker”

As you listen to this type of instructor you begin to see the ingredients coming together one at a time. In some courses, such as armorer’s courses, this might be a valuable approach. After all, you are trying to build something from a series of parts. While the flow of information goes in a logical manner, the presentation is dull. Think of this type of instructor as “the reader.” Every word is repeated right out of the book. There is no “color commentary.”

c. “The Candlestick Maker”

The infamous “fondler.” This instructor can’t seem to let go of whatever they are holding and it always seems to take two hands to hold it. The distraction is enormous as eyes eagerly await the next movement. Think of a firearms instructor giving a lecture on basic fundamentals that constantly strokes the handgun as they lecture. This probably represents some type of a complex too awful to mention.

B. Platform Styles

1. The Professional

a. Movement

Use your energy in a positive fashion. Move from behind a podium to get closer to the audience. Don’t overdo it by moving too much. Watch the manner in which you move. Is it constantly in a single direction? Do you tend to ignore some parts of the audience due to your own physical movements? Are your movements limited to just the hands, or pacing without using the hands? Think about the most impressive speaker that you have ever heard and ask yourself why that speaker was so impressive. Your answer is probably not limited to the information presented. The most dynamic training topic in the world can be overlooked if presented in such a manner that the audience is quickly bored by the presentation style.

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b. Posture

Good posture is a form of nonverbal communication and a first impression maker to the audience prior to uttering a single word. Does poor upper body posture reflect low self-esteem? Not necessarily, but audiences may see it that way until they receive enough information to change their minds. An individual that stares down at the podium rather than standing erect and looking at the audience may appear disinterested in delivering the lecture. Stand erect, show that you are in charge of not only your topic area but also the audience.

2. What we don't want

a. The "Chained Elephant"

Much like the circus elephant that has a leg chained to an anchor, this speaker seems to have a single leg glued to the floor. They can only travel the length of their stride as they refuse to undo the chain.

b. The "Change Counter"

Just how many quarters, nickels, dimes, and pennies does that speaker have in their pocket? One or both hands seem to count change, separate the keys and pocket knife from the change and constantly makes that soft jingle as they speak.

c. The "Dying Warrior"

Again the individual that cannot leave the podium, but to make matters worse, hangs over it. Both hands are firmly affixed to the podium so as not to let it get away. As the lecture progresses more and more body weight seems to reside on the podium. Watch out as the rear base of the podium starts to lift slightly from the floor. If you're on the front row, be prepared to catch both the podium and the speaker.

C. Training Aids

Training aids appeal to the senses. The more senses involved, the better the learning experience. With firearms training, students need to see, touch, etc., the firearms to understand how it works. Training aids should be used often. When only the sense of hearing is involved, the listeners retain 10-20 percent. When visual images are presented

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along with the audio, then the students will normally retain approximately 65% of what they SEE and HEAR. Remember the old adage, “A picture is worth a thousand words.”

Training aids can be varied. For instance, transparencies, cut outs, handouts, power point presentations, video clips, belts, holsters, dummy ammunition, red guns, etc., are all different types of training aids.

Use of color can add to the impact of specific points of a presentation. Variation of colors, font sizes, underlining, bold or italic print can also draw attention to a certain aspect of the graphic.

Make sure that you know how to use the audiovisual equipment prior to teaching the class. Make sure that you don’t talk to your training aids rather than to your audience. Make it fun, not only for the students but for the instructor.

D. Instructor Attitude

Remember, YOU are here for them; they are not here for you.

Attitude is contagious. Remain positive and confident. Know when to back off and let another instructor take over. Sometimes it is just a matter of someone else saying the same thing a different way. Know your own abilities and limitations.

Potential shooting deficiencies:

- Physical Weakness - hand strength; trigger finger strength, upper body strength.
- Vision - uncorrected, bifocals, contacts, no recent vision check.
- Fear/anxiety - fear of the weapon, fear of failure, fear of losing control of the weapon, peer anxiety.
- Fundamental errors - grip, stance, lack of understanding of sight alignment, sight picture, etc.

One of the greatest challenges to the firearms instructor is working with the “Uninspired Shooter.” Uninspired shooters normally fall into one of four different categories. These categories are:

1. “Who cares, it won’t happen to me.”

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2. Spastics
3. Functional idiots
4. Arrogant egotists

E. Safety and Presentation Techniques

1. Four Cardinal Rules for Safe Gun Handling

- a. Treat every weapon as if it were loaded.
- b. Point the muzzle in a safe direction at all times.
- c. Keep your finger outside the trigger guard until you are ON TARGET, HAVE A LEGAL RIGHT TO FIRE and ARE GOING TO FIRE.
- d. Be sure of your target and what's around it and beyond it.

2. Weapons in the Classroom

It should go without saying that no loaded weapon should be allowed in the classroom. Realistically this is going to happen as officers who are on duty may be sitting in the class. The first question you as the instructor should pose is; "Does anyone have a loaded weapon or live ammunition on them at this time?" If anyone does have a loaded weapon, find a safe place to unload it. If anyone has any ammunition, collect it and store it somewhere that it cannot be inadvertently picked up and placed in a weapon.

If weapons are to be used for demonstration purposes, the first thing the instructor should do is to show the students that the weapon is unloaded. Let the entire class view the weapon, magazines, speed loaders, etc. If student weapons are to be used, then have each student check their weapon, let their neighbors check the weapon, then have all weapons left laying out with the actions open.

Every time that the instructor allows the students to take a break, and the students are away from their weapons, the weapons should be checked on their return. The same is true for the instructor's weapon. Again, the instructor should show that his/her weapon is indeed clear and safe.

3. Involuntary contraction

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Involuntary contraction is caused by three different things:

- a. Postural disturbance
- b. Startle effect
- c. Sympathetic grip

This phenomenon should be explained to the students. As an example, what can happen if someone bends over to pick up a magazine from the ground while holding a loaded weapon in the hand and they stumble? A negligent discharge may take place. With this thought in mind, instructors should never pick up anything from the floor or ground while holding a firearm, either loaded or unloaded. This again sets the tone for student expectations. If you can do it, they can and will do it. As an instructor, always practice what you preach.

F. Safety Issues for the Armed Security Officer

1. Everyone must learn one basic rule at the outset of firearms training and never forget it! That rule is to always think safety and always practice safety. The rule must become so ingrained in thinking that every time a firearm is seen, the word "firearm" is read or heard, the officer becomes safety conscious. As one becomes more familiar with a firearm there is a tendency to relax, to let the guard down, to take chances, to approach its use in a more routine fashion. The officer should always maintain a healthy respect for the firearm.
2. Always make certain that the weapon to be fired is in good working order.
3. "Four Cardinal Rules of Safe Gun Handling"
4. Safety in general
 - a. The officer should treat every gun as if it were loaded. Never point the weapon, loaded or unloaded, at anyone unless there is the intention to shoot.
 - b. Always keep a weapon pointed in a safe direction. If all else fails and the muzzle is still pointed in a safe direction, the chance of injury is greatly reduced.

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- c. Only routine cleaning and maintenance should be performed. All service work on a weapon should be done by a factory trained armorer.
- d. Never use the weapon as a club or hammer.
- e. Do not throw a weapon around!
- f. Never hand a loaded weapon to anyone. Unload it first.
- g. If someone hands over a weapon and states that it is unloaded, do not take their word for it. Check it.
- h. Never carry the firearms in a pants pocket or waistband without an appropriate holster.
- i. A firearm should remain in the officer's holster unless there is a need to use it. Unnecessary handling of any weapon increases the possibility of an accident.
- j. Do not be lulled into over-confidence and take the weapon for granted.
- k. While using the restroom when on duty, do not take your weapon from its holster. Unbuckle the gun belt and hang it on the hook usually located on the inside of the closed door. If there is no hook available, either hang the belt around the neck, or put the entire gun belt inside the crotch of the pulled-down trousers. Do not put the weapon on the tank lid as it could fall. Do not put the gun belt on the floor because a person outside or in the next stall could reach under the partition and take the weapon. An officer's weapon must always be under control, regardless of what the officer is doing.
- l. An officer should protect the weapon so that it is not lost or taken away. By losing the weapon, the officer and the general public become endangered. The officer should use only top-quality holsters with adequate (fastened) safety straps, i.e., top straps, etc., that ensure that the weapon cannot fall out or be taken easily yet can be drawn fairly quickly.
- m. Alcohol and gunpowder do not mix!

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n. Warning shots

Warning shots should never be fired if the circumstances do not justify the use of deadly force. Warning shots should never be fired for the purpose of frightening or halting a suspect running away from an officer.

Any discharge of a firearm is dangerous to life and can be justified only if the need to shoot is clear and unavoidable. Every officer is responsible for the consequences of shooting, from the time the trigger is pulled until the bullet reaches its terminal resting point.

5. Safety at home

- a. A security officer with a family, especially if there are small children, has a much greater concern for firearms safety than an officer living alone. However, all officers should do whatever is necessary to ensure safety and prevent accidental shootings.
- b. One problem with children is they observe guns being used in television and movies and they are allowed toy guns; yet, they are unable to differentiate between their toy and a real gun. In addition, a child's curiosity may cause them to disregard a direct order not to touch a firearm.
- c. Do not be fooled by thinking that small children cannot pull the trigger of a double-action weapon.
- d. Safety devices such as trigger locks are available commercially. Also, handcuffs can be applied to revolvers to render them safe.
- e. One commercial invention now available for securing handguns is a kit with serrated plastic strips similar to flex-cuffs. One advantage of these strips is they break when subjected to around 60 pounds of pressure. Tests have shown that young children lack the strength to break it, yet in an emergency the officer should have that capability.
- f. Firearms should definitely be secured in some fashion. There is no such thing as a good hiding place.
- g. G. S. 14-315.1 storage of firearms to protect minors.

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According to G.S. 14-315.1, storage of firearms to protect minors:

“Any person who resides in the same premises as a minor, owns or possesses a firearm, and stores or leaves the firearm (i) in a condition that the firearm can be discharged and (ii) in a manner that the person knew or should have known that an unsupervised minor would be able to gain access to the firearm is guilty of a Class 1 misdemeanor if a minor gains access to the firearm without the lawful permission of the minor’s parents or a person having charge of the minor and the minor:

- (1) Possesses it in violation of G.S. 14-269.2(b) [Educational Property];
- (2) Exhibits it in a public place in a careless, angry, or threatening manner;
- (3) Causes personal injury or death with it not in self-defense; or
- (4) Uses it in the commission of a crime.”

III. Conclusion

A. Summary

In order to teach effectively, an instructor must present themselves in a positive fashion, how they stand, how they speak, and how they demonstrate techniques. The safe handling of firearms indicates professionalism. Safety is everyone’s concern. Safety starts with learning about a weapon, how it works, how to handle it, how to use it, and how to store it. Learn all of these things and become proficient at being safe at all times as well as demonstrating professionalism as an instructor.

B. Questions from Class

C. Closing Statement

Think safety at all times. Act in a safe manner at all times. Remember that others watch you and may act accordingly. Be a good example to cohorts, friends and family. Be safe.

PPS Firearms Instructor Training

Title: Range Operations

Lesson Purpose:

To acquaint the participant with range operations, range safety rules and regulations and courses of fire required by the Private Protective Services Board.

Student Performance Objectives:

At the end of this block of instruction the student will be able to achieve the following objectives in accordance with information received during the instructional period:

1. Formulate or discuss designated range safety rules and regulations.
2. Prepare safety officers to properly control their assigned range area before, during and at the conclusion of firing.

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3. Demonstrate a command presence in conducting range exercises, maintaining strict discipline on all areas of the range.
4. Demonstrate the proper methods to open and close a range for day and night firing including a review of range rules.
5. Demonstrate a complete knowledge of the duties and responsibilities of safety officers and coaches.
6. Teach, score and document courses of fire to PPS students.

Hours:	Two (2)
Instructional Method:	Lecture/Demonstration/Conference
Training Environment:	Classroom/Firing Range
Materials Required:	Notebook/Pen/Paper
Training Aids:	Overhead Projector Flip Charts
References:	See Bibliography
Study Assignments:	None
Prepared By:	R. Steven Johnson
Date Prepared:	July 2001
Reviewed By:	Darrell Wayne Ayers Instructor/Coordinator North Carolina Justice Academy
Date Reviewed:	August 2007
Reviewed By:	Chad Thompson Instructor/Coordinator North Carolina Justice Academy
Date Reviewed:	August 2010
Revised By:	Chad Thompson Instructor/Coordinator North Carolina Justice Academy

PPS Firearms Instructor Training

Date Revised: August 2013

Reviewed By: Chad Thompson
Instructor/Coordinator
North Carolina Justice Academy

Date Reviewed: July 2015

Revised By: Chad Thompson
Instructor/Coordinator
North Carolina Justice Academy

Date Revised: March 2016

PPS Firearms Instructor Training

Title: Range Operations

I. Introduction

A. Opening Statement

Range operations are a vital part of firearms instruction. Properly running the range will insure that the student acquires the skills and abilities to correctly and competently handle a firearm. Range operations entail not only safety considerations and technical procedures but also consideration of the student as an individual and his ability to master the firing and handling of a firearm in the performance of his duties.

B. Student Performance Objectives

C. Reasons

Range operations conducted properly will have unlimited impact on each firearms student. As a range operator you are responsible for ensuring proper range habits, firing techniques and weapon familiarity within your students. Failure to do so could ultimately result in an injury or a loss of life. It is your job to translate classroom instruction into practical experience for self-confidence in the proper use of the duty weapon. Reality starts on your range.

II. Body

A. Safety

1. “Four Cardinal Rules for Safe Gun Handling”

- a. Treat every weapon as if it were loaded.
- b. Always keep a weapon pointed in a safe direction.
- c. Be sure of your target and what’s around it and beyond it.
- d. Keep your finger outside the trigger guard until you are **ON TARGET, HAVE A LEGAL RIGHT TO FIRE and ARE GOING TO FIRE.**

Remember these rules regardless if you are in the classroom or on the range. One key element to safety is **MUZZLE CONTROL**. If the muzzle is pointed in a safe direction, then there will only be property damage rather than injury to persons.

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2. Safety in the classroom

When teaching a firearms block of instruction in the classroom, check first to make sure that all weapons are empty. Ask the participants if anyone has a loaded weapon and then check to determine if anyone brought ammunition into the classroom. Provide a box or container that ammunition can be placed in, then remove it from the classroom by locking it in a closet or the trunk of a vehicle.

Anytime that the students leave their weapons unattended, for a break, etc., REQUIRE them to re-check the weapons upon returning. Leave the action open on the weapon whenever possible.

3. Safety on the range

The following list of range rules and regulations are a suggested minimum list. Each one must be explained thoroughly to your students and you must be assured that each one is understood and complied with. Penalty for failure to comply must be up to the discretion of the range officer. Correction of non-compliance is essential as is documentation of any serious violation.

These rules are intended to insure safety and foster a sense of team efficiency. A range master strives for safe range behavior rather than mere avoidance of improper range behavior.

One of the most dangerous periods in firearms training is the arrival of the students at the range and is the time during which the Range Master has the least control. The Range Master should make clear his expectations and safety requirements PRIOR to leaving the classroom for the range.

- a. A safety officer should be placed in the parking area prior to the arrival of the students at the range.
- b. The safety officer should direct the students to a designated safe area for the unloading of loaded weapons. Ammo removed should be stored, not carried on the person of the student.
- c. Range rules should be prominently displayed in parking area and at range. If no signs are available, post typewritten rules and ask each student to read them on arrival.

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- d. An attempt should be made to have racks for rifles and shotguns. Actions should be open at all times off range and carried at high port position. This gives immediate visual inspection for the Range Master and safety officers.
- e. Provide an ammunition storage area outside the most frequented areas of the range. Bags or boxes can be provided for each student in order that control may be gained over ALL ammunition on the range.
- f. Limit or eliminate casual observers/bystanders on entire range area.

B. Range Set-Up

As range master there are a number of duties which must be performed prior to beginning live firing to insure that each order runs smoothly and safely. Preparation is the key element.

- 1. Insure all necessary equipment is at the range for the designated course to be fired. A checklist follows:
 - a. Targets (with extras)
 - b. Ammunition (with extra - if provided)
 - c. Staple guns (be sure they are filled and the students know how to reload them. Have extra staples at the target area to avoid delays.)
 - d. Chalk
 - e. Stopwatch (with back-up if possible)
 - f. Megaphone (an essential; check out well in advance and have back-up and spare batteries)
 - g. Whistle
 - h. Clipboard/ledger with cover or plastic bag
 - i. Ear/eye protectors with extras
 - j. Special Equipment
 - (1) Auto with emergency lights

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(2) Barrels for combat courses, etc.

- k. First aid equipment
- l. Telephone or 2-way radio for summoning medical aid
- m. Warning flag, large red sign or red warning light indicating firing in progress. Post at entrance to range and/or nearest to public area.
- n. Range Master and Safety Officers should have screw-drivers and cleaning rod on their person to clear malfunctions.
- o. Flashlight/lantern with extra bulbs and batteries for night course
- p) It is a good idea for all shooters to wear billed hats or caps to prevent brass from dropping behind shooting glasses and causing injury.

2. Range types and standards

Each range master must insure that the range he uses is safely constructed for the type of weapons to be used. The following are minimum standards for liability protection.

- a. Exposed targets with impact zone (range with no berm)

When using service weapons from .22 to .45 caliber, the impact zone on the range should include denied access from target line rearward to one and one-half miles (2000 meters).

When using high-velocity rifles, (i.e., Mini-14, .308) the impact zone should include denied access from the target line rearward to 6 ½ miles (10,000 meters).

- b. Fixed ranges with berm

Berms should be a thick based (40 to 50 feet) construction between 15 and 20 feet in height with a 10-15 foot wide level top comprised of grassed, compacted dirt.

C. Role of the Firearms Instructor

- 1. Become a teacher

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First and foremost, the role of the firearms instructor is that of a teacher. To be a successful teacher, your first student is YOURSELF. If you can't teach yourself, how can you expect to teach others? You must know your material and you must be able to successfully demonstrate techniques and tactics. You must be familiar with any weapon that you have a student firing on the range. You are responsible for teaching fundamentals, safety, and nomenclature according to the PPSB rules of firearms training.

As an instructor you must constantly evaluate your own abilities. Remember that YOU'RE HERE for the STUDENTS, they are NOT here for you.

2. Attitude

Remember that attitude is contagious, both good and bad. Remain positive and confident. Know when to change terminology or examples if you see that you are "just not getting through." Know when to back off and let another instructor try. Don't let frustrations show. Remember that the shooter is an individual. Praise is important; remember the effect of criticism in the presence of others.

3. Ego elimination

Remember the old saying, "We are all ignorant, just on different topics." Also remember the quote, "Ignorance can be fixed, stupidity is forever." Don't let your own ego get in the way of teaching others. As an instructor you need to teach them what you know. Don't hold back. With regards to firearms training, if you don't teach them all that you know, you could be placing an officer in jeopardy.

4. Duties of the firearms instructor

- ✓ Teach firearms fundamentals, tactics, nomenclature, etc.
- ✓ Evaluate fundamentals
- ✓ Set up the range
- ✓ Call the courses of fire
- ✓ Evaluate targets
- ✓ Identify problems
- ✓ Offer solutions to shooting deficiencies
- ✓ Grade targets
- ✓ Complete required documentation

D. Safety Officers

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The use of safety officers (assistant firearms instructors) is highly recommended. The ratio of shooters to safety officers should be one (1) safety officer to 3 to 5 shooters.

The duties of a safety officer include:

1. Overseeing his/her group to detect errors in:
 - a. Grip
 - b. Stance
 - c. Position
 - d. Safety violations
2. Insuring the safe clearing of malfunctions within his/her assigned area.
3. Offering individual, competent instruction to his/her assigned shooter/coach.
4. Have the authority and the ability to detect substantial safety violations and order an immediate cease fire on the line.
5. Be knowledgeable in the duties of the Range Master in order to provide immediate relief of the Range Master's duties if requested.
6. Arrive early to assist in the safe entry of students/shooters to the range area.
7. Assume a position 1 to 3 yards to the rear of his/her assigned group but in front of the Range Master.

E. Coach/Pupil System

In a situation where the range master finds himself/herself on their own or lacking assistance, the coach and pupil system may be utilized.

This places two students on each firing point. One shoots, the other assists him, coaches him and helps him remember what is to be done, providing eyes and ears which are not preoccupied with actual shooting.

The coach is learning at the same time and is not tying up a qualified instructor with those students not on the firing line.

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There is no question that a qualified instructor on each firing point is far superior to the above, but this is not always possible; indeed, in many small companies that is impossible.

When coaches are used, they should remain one step to the rear and one step to the strong hand side of the shooter.

Coaches should wear eye and ear protection and NEVER stand in front of or beside the shooter. There should be no conversation between the coach and the shooter during firing sequences except in matters of safety. If semi-automatics are utilized, the coach should stand directly behind the shooter to avoid ejected brass.

Coaches should notify the Safety Officer or Range Master immediately of safety violations or hazardous conditions.

F. Range in Operation

It is imperative that student and instructor alike have a thorough understanding of the duties placed upon them in the use and instruction of firearms at a range.

Prior knowledge of what is expected creates a non-threatening atmosphere more conducive to learning.

The following duties and responsibilities should be insured by the Range Master and his/her assistants:

1. Clearly state your expectations as a Range Master, pausing frequently for questions or clarifications. These expectations should include:
 - a. Any loading, handling, firing, changing of positions, etc., can be done only on command of the Range Master or designated Safety Officer.
 - b. A brief explanation of the purpose, duties and location of the Safety Officers.
 - c. Covering all safety rules required at that particular range including uneven terrain, mud, standing water, etc. Additionally, during threatening weather (high winds, thunderstorms, other extremes), brief the participants on means for stopping the firing activity, importance of unloading and securing each weapon before leaving the line and the location of shelter.

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- d. Stress that shooters should raise their non-shooting hand (day-time) or by voice or flashlight (night-time) to indicate a problem to the Range Master or Safety Officer and at no other time.
- e. Insure that the shooter qualifies with those weapons carried in their official capacity, using duty issued ammunition for qualification.
- f. Insure that the shooter starts each position with their holster snapped/strapped and if using a revolver ejects expended cases onto the ground to be collected later.
- g. Require eye and ear protection on the line and in close proximity to the line.

Safety officer (assistant instructor) may be used to cover the above, thus involving them and increasing their knowledge and confidence.

- h. Stress that reloading should be done in a manner consistent with issued equipment (speed loaders, pouches carried on-duty and with that used in actual situations when practical).
 - i. Range Master or Safety Officer should now check the entire area of the range and on the megaphone state, "This range is now open for live fire." This should be done as near the perimeters of the range as possible and in each direction to alert everyone in the area.
2. Upon completion of the above, the Range Master should then have ammunition issued to the first firing order, targets and backing provided and directives given as to the location of the first stage of fire. The Range Master, Safety Officers and coaches (if any) should then station themselves in their proper locations.

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G. Range Commands

All range commands should be given in a slow, deliberate manner. All directions pertaining to position, number of rounds to be loaded and fired, and time for each stage should be repeated. The directions should be repeated exactly the same each time to avoid misunderstandings. Just before firing each stage, and after loading, the position, number of rounds and time allotted should be repeated. Have a copy of the course of fire with you. **DON'T RELY ON MEMORY!**

An example of range commands are as follows:

1. "LOAD AND HOLSTER." The shooters are to load their weapons with the required number of rounds and holster as quickly as possible, keeping their finger off the trigger, hand removed from the grip and held at their side in a natural position. Visually check the line to see if all straps are on-relaying the request to the Safety Officers.
2. "IS THE LINE READY?" The Range Master is asking the firing line if they are ready to fire. If a shooter is not ready to fire, he should raise his non-shooting hand (day-time) or by replying "NO!" or using a flashlight if at night. In the event of either of the above, the Range Master tells the line to "STAND-BY" and sends a Safety Officer to remedy the problem or remove the shooter from the line.
3. "THE LINE IS READY." The Range Master is telling the shooter the line is ready to fire.
4. "COMMENCE FIRE SIGNAL" (Whistle/Verbal). The firing line is to start firing the required number of rounds. This is eliminated if turning targets are used since the facing of the targets to the shooter will be the same as the commence fire signal.
5. "CEASE FIRE SIGNAL" (Whistle/Verbal). The line is being told to stop firing immediately. Shots fired after the signal do not count and may, in some scoring systems, detract from the score.

The commands are given for each stage until the course of fire has been completed. At the completion of each stage of fire, the Range Master commands the shooters to "UNLOAD AND HOLSTER ALL WEAPONS." In the event double action/single action semi-automatic handguns are being utilized, the Range Master should insure the weapons are "de-cocked" before holstering. The Range Master has the option of running a "hot Line" (one in which the shooter maintains his handgun in a

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loaded condition while on the line as a shooter). The Range Master should very closely review the progress and competence of students before initiating a "Hot Line" procedure. The shooters are then commanded, upon the completion of the last stage of fire, to retrieve their spent cases and stand by their targets until they are scored and recorded by the Range Master, or preferably the Safety Officers since the Range Master can then see the entire line without distraction.

After recording the scores, the Range Master directs the next relay to staple their targets to the backing and go to the location of stage one and await Instructions. Any live ammunition not fired during the completed course is to be returned immediately to the ammunition storage area when the shooter leaves the line at the completion of the scoring of his target.

9. The Range Master should be certain that orders are issued with clarity and carefully observes the Safety Officers and Coaches for signs of misunderstanding.
10. Make certain that each stage was, and is, timed properly with an explanation before each stage.
11. Final order shooters must remove target backing/non-stationary holders and secure in the range house.

The Range Master should then check the entire range area and announce on the megaphone "THIS RANGE IS NOW CLOSED TO LIVE FIRE." Upon the closing of the range, the Range Master should see that all material is properly stored, personal possessions picked up and the range/range house is clean and neat. He/she should review the equipment checklist to be certain all equipment has been returned e.g., ear protectors, eye protectors, staple guns, etc. No one should be allowed to remain at the range after the Range Master leaves.

H. Range Command Models

1. IPSC Model: "Shooter(s) Ready"
"Standby"
"Fire"
2. NRA Model: "Standby"
"Ready"
"Fire"

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3. Military Model: "Ready on the right"
"Ready on the left"
"The line is ready"
"Fire"
4. Turning Targets: "Is the line ready"
"Watch your target"

I. Night Firing

Second only to an uncontrolled parking area during the arrival of shooters, this is the most hazardous situation confronting an instructor. The following rules and regulations are applicable to night firing.

1. No movement on the line except on command by shooters, coaches or Safety Officers.
2. No dry firing or removal of the weapon from the holster.
3. A dropped weapon is retrieved only when the lights are turned on or by the range master.
4. No lights turned on except on command.
5. No conversation except by Range Master, Safety Officer or shooter needing assistance.
6. There should be a low ratio of shooters to Safety Officers even if it means an additional relay.
7. No spectators in the range area and no lights for any purpose other than those used by the Range Master and Safety Officers.
8. Fixed Lighting (range lights) - There should be someone assigned to quickly turn them on in the event of an emergency. A student may be used for this task if properly briefed.
9. Reflective vests/belts may be worn by persons on the range at night. It is helpful if a different type is worn by the Range Master and Safety Officers for the purpose of identification from the students.

Some additional considerations for the Range Master are to be certain that the night operation is as consistent as possible with the day-time instruction. Using a whistle to start and stop stages, explaining each position before firing, using the same commands, and locations for Safety Officers are examples.

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On a properly run night range, if the Range Master hears a voice, it means something is wrong and demands immediate attention during a firing sequence.

In order to be certain that no one is down range, the Safety Officer should visually check with a light at the end of each movement to a new stage to determine if anyone remains down range. He may indicate "ALL CLEAR" to the Range Master by moving his light in an up and down motion (vertically) and a "NOT CLEAR" by moving his light side to side (horizontally). The Range Master should not start the next stage until he has received an "ALL CLEAR" from all Safety Officers.

J. Scoring Designated PPSB Training Courses

1. Handgun Qualification Course Scoring

50 rounds scored by use of the B-27 target with the cumulative total multiplied by .4 to determine score. Total possible = 100.

Eighty percent is required to qualify for Security Officers and ninety percent is required to qualify\re-qualify for the Firearms Instructor.

K. Documentation

The importance of documentation of all firearms scores cannot be overemphasized. Comprehensive and correct documentation protects both the student and the range master. An officer's job may be dependent upon successful firearms qualification on the range. Beyond that, should litigation ever arise concerning a student and his/her use of a firearm, your records and involved personnel may be subpoenaed. It is recommended that documentation of all firing for each student be made and retained.

Documentation should include a "pre-fire safety briefing," what to do in the event of injury and who specifically is in charge. Consider providing a checklist that can be signed or initialed by each student stating that they understand the range rules and what is required of them.

III. Conclusion

A. Summary

Today we've discussed suggested range safety rules and regulations, range set-up, the PPSB designated courses of fire, scoring and documentation of those scores.

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B. Questions from Class

C. Closing Statement

You as the range master are responsible for efficiently running the range and all those on the range. You must train and train and train safely in a high-risk, specialized area of instruction. Your expertise will ingrain respect and proficiency in each student shooter with whom you deal.

EXAMPLE OF RANGE SAFETY RULES

1. Prior to firing on the range, the trainer in charge of the range or class is to check beyond the backstop and make sure no one is down range.
2. The shooters on the firing line are to be alert for directions and range commands, and are to do only what they are directed to do.
3. No firing of any weapon will be permitted on the range area other than the firing points provided.
4. All firing on the range must be under the supervision of a trainer in charge of the class or range.
5. Any individual firing on the range must comply with all rules and regulations pertaining to firearms safety and the operation of the range.
6. The trainer in charge of the class or range must approve all targets, weapons, ammunition, and holsters to be used on the range.
7. All weapons must be unloaded before entering the range.
8. Strict discipline must be maintained while on the range. Carelessness and "horseplay" will not be tolerated.
9. Upon receiving a firearm, open the cylinder or action and assure yourself that it is unloaded.
10. Upon receiving a firearm, or upon dropping it, check the barrel for obstruction before loading.
11. Load only after the firing position is taken on the firing point and the command to load is given.
12. Unload when and as instructed.

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13. Cease fire when ordered.
14. Never anticipate a command.
15. When handling a firearm, keep the barrel pointed down range at all times.
16. Never draw a revolver from the holster or re-holster with the finger on the trigger or in the trigger guard.
17. No smoking, food, or beverages allowed on the firing line.
19. No talking on the firing line, except by, or to, trainers in charge or assisting.
20. Never permit the muzzle of a firearm to touch the ground.
21. In case of a misfire, keep the barrel pointed down range and notify the trainer in charge of the range or class.
22. Never leave the firing point without first unloading the firearm and securing in a safe position.
23. Never go forward of the firing line until the line has been cleared and instructions to move forward is given.
24. Never carry a loaded firearm on the range except when on the firing line.
25. Never dry fire on the range except under the supervision of the trainers in charge.
26. Never point a firearm at anyone.
27. Handle all firearms as though they were loaded.
28. Ear protectors are to be worn when on the firing line and when in the immediate vicinity of the firing line. Eye protectors are optional.
29. No trash or litter is to be deposited on the range.

PPS Firearms Instructor Training

Title: Handgun Operation and Maintenance

Lesson Purpose: To provide the participant with the knowledge of the operational characteristics of the revolver and the semiautomatic and the nomenclature of each.

Student Performance Objectives: At the end of this block of instruction, the participant will be able to achieve the following objectives in accordance with information received during the instructional period.

1. Describe the nomenclature of the revolver.
2. Describe the nomenclature of the semiautomatic handgun.
3. Demonstrate how to safely load and unload the revolver and semiautomatic handgun.
4. Describe the cycle of operation of the semiautomatic handgun.
5. Demonstrate how to clean and inspect the handgun.

Hours: Four (4)

Instructional Method: Lecture/Demonstration

Training Environment: Classroom/Firing Range

Materials Required: Revolver
Semiautomatic Pistol
Dummy Ammunition
Cleaning Equipment

Training Aids: Duty Handgun and Gear
PPT Projector and Screen

References: See Bibliography

Study Assignments: None

Prepared By: R. Steven Johnson
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PPS Firearms Instructor Training

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Date Reviewed:	August 2007
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Date Reviewed:	August 2010
Revised By:	Chad Thompson Instructor/Coordinator North Carolina Justice Academy
Date Revised:	August 2013
Revised By:	Chad Thompson Instructor/Coordinator North Carolina Justice Academy
Date Revised:	July 2015
Revised By:	R. Steven Johnson Adjunct Instructor North Carolina Justice Academy
Date Revised:	December 2017

PPS Firearms Instructor Training

Title: Handgun Operation and Maintenance

I. Introduction

A. Opening Statement

The service handgun must be maintained properly in order to function properly. The armed security officer should be familiar with the correct nomenclature of the handgun and well as how it operates and how best to care for it.

B. Student Performance Objectives

C. Reasons

While detailed disassembly should be left to a factory trained armorer, the armed security officer should be familiar with the operational characteristics with the handgun that they carry as well as how to adequately clean and care for the weapon to ensure that the weapon will function properly if needed.

II. Body

A. Revolver

1. The principle of the revolver is that a cylinder with separately loaded chambers (usually five or six) revolves as the weapon is cocked or the action is pulled through, thereby aligning each chamber with the barrel and firing pin in succession.¹

2. Nomenclature²

In order to properly use and understand the service revolver one must first be familiar with the nomenclature.

- a. Rear sight
- b. Front sight
- c. Barrel
- d. Trigger
- e. Trigger guard
- f. Hammer
- g. Hammer spur

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- h. Top strap
 - i. Cylinder
 - j. Extractor/ejector rod
 - k. Backstrap
 - l. Frontstrap
 - m. Grips
 - n. Thumb latch
 - o. Cylinder star
 - p. Extractor rod shroud
3. There are single-action and double-action revolvers.
- a. In order for a single-action revolver to fire, the hammer must be pulled back with the thumb into a cocked position and the trigger squeezed.
 - b. The double-action revolver can be fired in the manner described above and can also be fired by squeezing the trigger only, making the hammer pull back and fall all in one motion.
 - c. In both actions, as the hammer falls it drives the hammer nose forward to the firing pin well and detonates the cartridge primer.
4. The cylinders of various makes of revolvers do not all revolve in the same direction. For example, the cylinders of most Smith and Wesson revolvers rotate *counterclockwise*, while the cylinders of Colt revolvers rotate *clockwise*. The new Smith and Wesson Bodyguard also rotates clockwise.
5. The cylinder latches for various makes of revolvers do not all work the same. For example, the cylinder latch on a Smith and Wesson must be pushed forward, while on a Colt the latch must be pulled back, and on the Ruger it is pushed into the frame.
6. The revolver has built-in safety features.
- a. In order for a single-action revolver to fire, it must first be cocked.

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- b. Double-action firing requires a heavy trigger pull and the action must be "pulled through" completely.
 - c. In addition, many modern revolvers are equipped with a hammer block to prevent firing if the hammer is struck accidentally or slips during the cocking phase. The safety of the hammer block can be tested by almost cocking the hammer and letting it fall while the cylinder is out. The firing pin should not protrude through the breech.
- 7. Un-cocking a loaded and cocked revolver³
 - a. To lower the hammer on a live round in a revolver, first make sure the finger is off the trigger and the gun is pointing in a safe direction. Place the thumb of the non-shooting hand between the cocked hammer assembly and frame, with the thumb nail directly under the firing pin.
 - b. Place the thumb of the shooting hand firmly on the hammer spur.
 - c. Then place the index finger of the shooting hand on the trigger. Apply slight pressure on the trigger until you sense forward motion of the hammer.
 - d. Next, immediately release the trigger and remove the index finger from the trigger to the outside of the trigger guard.
 - e. Guide the hammer down slowly with the thumb of the shooting hand until the firing pin touches the thumb of the non-shooting hand. Remove the thumb of the non-shooting hand from contact with the gun and guide the hammer slowly down the remainder of the way with the thumb of the shooting hand.
- 8. Loading and unloading⁴
 - a. During practice and qualification the shooter should always load in the manner that is used in an actual
 - b. combat situation. If speed loaders are used on duty, they should also be used during range activity.
 - b. The officer should utilize combat procedures for unloading and loading during both practice and qualification.

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- (1) The weapon should be brought to belt level with the muzzle pointed at a 45 degree angle towards the ground. For a right handed shooter, the thumb of the right hand works the cylinder release latch or button while the two middle fingers of the left hand push the cylinder out and clear of the frame. The index and little fingers hold onto the top of the top strap.
- (2) The weapon is now held by the left hand with the barrel pointing upward. The thumb of the left hand can now be used to work the extractor rod to empty the weapon. Unloaded brass should not be caught in the hand. It should be dumped on the ground. While the left hand clears the cylinder, the right hand can be reaching for the additional ammunition.
- (3) For left handed shooters, the weapon can be loaded the same as for right handed shooters or, the right thumb operates the cylinder release latch or button, then the right thumb grasps the cylinder as the cylinder is opened and is held with the four fingers. The index finger operates the extractor rod ejecting any shell casings or live rounds. The left hand can then grasp speed loaders or ammunition to load or reload the weapon.

In reloading, the officer usually gets additional rounds from one of four sources: belt loops, dump pouches, speed strips, or speed loaders.⁵

- (a) Loading from loops can be faster if the shooter practices grasping and loading two rounds at a time.
- (b) Speed strips enhance loading in that all the rounds are pointed in the right direction and are loaded two at a time.
- (c) Dump pouches should be loose and "broken in" so that when released the rounds fall easily into the shooter's cupped hand. The officer must be careful that rounds do not come out of the pouch prematurely before the shooter's hand is cupped and ready.

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- (d) The fastest method for fully reloading the revolver is by use of the speed loader, a device that allows all six rounds to be loaded at the same time.
 - (3) After being emptied, the weapon, still held by the left hand, is brought into the proximity of the belt buckle with the barrel pointed at a downward angle (about 45°) and downrange. A left-handed shooter may elect to hold the weapon with the right hand at this point by holding the cylinder with the thumb and index finger.
 - (4) With the index and little finger still on the top strap, the palm of the weak hand should form a cup under the cylinder to catch any rounds if dropped. The thumb and middle finger should be used to rotate the cylinder and should contact the cylinder at the cylinder flutes bordering each chamber to be loaded. This will enhance the ability to load by feel!
 - (5) Live rounds are loaded with the strong hand; the cylinder is then closed and the weapon is ready to fire.
9. Cleaning and inspecting the revolver⁶
- a. Unload the weapon in the proper manner before cleaning. Visually and physically inspect the weapon to make sure that it is unloaded.
 - b. Read manufacturer's instructions prior to cleaning.
 - c. With the cylinder open, the barrel should be thoroughly scrubbed with the proper caliber brush. Use a dry brush initially to remove as much dirt and residue as possible prior to using solvents. The area around the firing pin hole and hand slot should be covered to prevent debris from entering the interior of the frame. The brush should clear the bore at the end of each stroke as attempts to reverse the brush while in the bore will bind the bristles and can eventually cause damage to the lands and grooves. ONLY use stainless steel brushes on stainless steel weapons.

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- d. The barrel throat or forcing cone can be cleaned more effectively by utilizing a commercial device such as the Lewis Lead Remover or a .45 cal. brush. With the handle bent at a right angle, both can be useful in cleaning this area.
- e. Use a bristle brush or toothbrush with solvent to clean the interior surfaces of the frame, the crane assembly, and the flat surfaces of the cylinder including the extractor star and the area behind the extractor star.
- f. Push the extractor rod back and forth. It should operate freely. Clean the remainder of the extractor rod assembly and place a drop of oil on the extractor rod. Again push the rod back and forth and wipe off the excess oil.
- g. Clean the individual chambers of the cylinder.
- h. Pass a solvent moistened patch through the bore until clean. Then pass a lightly oiled patch through the bore. Repeat the process for the individual cylinders.
- i. If necessary, clean debris from the firing pin well with a toothpick or similar device.
- j. Officers should periodically inspect service revolvers to determine if they are in good working order. The weapon should always be inspected while it is being cleaned.
 - (1) Screws – The officer should check all visible screws to make sure they have not worked loose.
 - (2) The extractor rod should be checked to determine if it is bent or loose. If the extractor rod becomes loose, the cylinder may be difficult to open or the entire cylinder assembly can fail to rotate when the hammer is cocked or the trigger is pulled.
 - (3) The firing pin should be checked for looseness and penetration.
 - (4) Cylinder alignment - When the weapon is cocked, the cylinder should align with the barrel and there should be no excessive play in the cylinder, as it should be locked at that point.

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- (5) Hammer push-off - Verify that when the hammer is in the cocked position it cannot be "pushed off" with the thumb.
- (6) Double-action trigger pull - Verify that there is no binding or sticking and the pull is smooth.
- (7) Cylinder opening and closing - Cylinder should open and close freely without binding.
- (8) Trigger return - Verify that the trigger returns to the forward position sharply and smoothly.
- (9) Verify that the forcing cone and barrel is free from excessive lead and powder build-up.
- (10) Verify that the underside of the extractor star is free from excessive lead and powder build-up.
- k. If repair or disassembly is required, the weapon should be taken to a factory trained armorer. If any of the conditions above exist, carry the weapon to a qualified armorer.

B. Semiautomatic Operation and Maintenance

- 1. Semiautomatics have gained increased popularity in the last few years. These weapons have great potential, especially when one considers their accuracy, firepower, and speed in reloading. Semiautomatics, like revolvers, are also single-action or double-action, and with some variation generally function in the same manner.
- 2. Nomenclature
 - a. Rear sight
 - b. Front sight
 - c. Ejection port
 - d. Grip
 - e. Trigger
 - f. Trigger guard
 - g. Magazine

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- h. Slide
- i. Slide stop notch
- j. Receiver/Frame
- k. Magazine release or catch
- l. Barrel
- m. Ejector
- n. Extractor
- o. Front strap
- p. Back strap
- q. Magazine well
- r. Slide stop lever
- s. Takedown lever (some models)
- t. Safety (some models)
- u. Hammer (some models)
- v. De-cocking lever (some models)

3. Cycle of operation

- a. Feeding - Takes place when a cartridge is placed in the path of the slide ready for chambering. The magazine is used for this purpose.
- b. Chambering - Takes place when the cartridge is seated in the chamber. This action occurs when the slide moves forward under pressure provided by the recoil spring.
- c. Locking - Occurs when the locking ribs on the barrel are engaged with the locking recesses in the slide and the slide is as far forward as it will go. Locking prevents the loss of gas pressure until after the bullet has left the muzzle of the weapon.

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- d. Firing – When the trigger is pulled and the firing pin impacts, firing the round.
 - e. Unlocking - Takes place after the firing of a round. Gases from the fired cartridge force the slide and barrel rearward.
 - f. Extracting - Extracting cartridge from the chamber by means of the extractor located on the slide which engages with the rim of the cartridge during chambering.
 - g. Ejecting - Throwing the expended casing out of the weapon by way of the ejection port.
 - h. Cocking - When the slide moves rearward, it forces the hammer rearward and downward compressing the mainspring.
4. Safety devices
- (1) Safety (SA)
 - (2) Safety/Decocking Lever (DA/SA)
 - c. Grip Safety
 - d. Firing Pin Block
 - e. Magazine Disconnecter
 - f. Trigger Safety (Glock, S&W M&P, Springfield XD)
5. Loading⁷
- a. Hold the weapon properly with a firm single hand grip. The muzzle of the weapon should be pointed away from the body.
 - b. Insert magazine and ensure the magazine is "seated." Magazine should be held between the thumb and middle and ring fingers. The index finger should be positioned straight along the front of the magazine. The floor plate of the magazine should be in the palm of the hand.
 - c. If the slide is locked to the rear, pull the slide to the rear and release to chamber a round.
 - d. If the slide is forward, pull the slide rearward and release to chamber a round.

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- e. Place safety on if carried in this manner.
- f. The finger should remain off the trigger.
- 6. Unloading - with weapon pointed in a safe direction⁸
 - a. Depress the magazine release button and remove the magazine.
 - b. The finger should remain off the trigger.
 - c. Hold the weapon in the strong hand.
 - d. With the support hand, grasp the slide on serrations and pull to the rear ejecting round in the chamber.
 - e. Lock the slide open.
 - f. Inspect the weapon visually and physically to make sure no round remains in the chamber.

7. Reloading

There are two types of reloading, with the slide back or with the slide forward.

- a. Slide back or emergency reload

Drop the empty magazine, insert a new magazine and pull the slide rearward and release to chamber a round.

- b. Slide forward reload

- (1) Magazine change

Drop the magazine currently in the weapon, insert a new magazine. If the shooter feels that they need to rack the slide to ensure that a round is chambered they should do so.

- (2) Magazine save or tactical reload

Secure a new magazine and bring it to the base of the grip, remove the old magazine capturing it with the support hand, insert the new magazine; OR remove the old magazine and secure it then

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insert a new magazine. The old magazines are always secured versus dropped on the ground.

8. Some of the more commonly used semiautomatics handguns are the 1911 models, Springfield Armory XD and XDM the Smith and Wesson M&P models, Sig Sauers, and Glocks.
 - a. The 1911 model or government models are single-action semiautomatics. If a round is chambered and the hammer is carried down, the hammer must be cocked before the pistol can be fired. Cocking is performed by pulling back the hammer.
 - (1) The 1911 pistol has two excellent safety features. The first is the grip safety which prevents firing unless it is depressed as the pistol butt is grasped in the shooter's hand.
 - (2) The second safety is the manual thumb safety on the left side of the frame. When activated the safety prevents the hammer from falling.
 - (2) Because these safeties work as they do, most experts recommend that the 1911 be carried, cocked, and locked hammer back and the manual safety on. Thumbing of the safety becomes a conditioned response with training so that as the muzzle moves toward the target, the officer may fire almost instantly.
 - b. Most Berettas and Sig Sauer's are double-action semi-automatics and function like the revolver for the first shot. It is carried with the trigger forward and the hammer down. By pulling the trigger, the shooter cocks the weapon and fires all in one motion. After firing the first round, the weapon cocks itself, the hammer remaining rearward. Subsequent rounds are fired by pulling the trigger single-action.
 - (1) The safety lever is usually located at the rear of the slide or frame and controls the safety system. With the hammer down and the lever in the 'fire' position, the weapon may be fired double-action. Many of the newer models have ambidextrous safeties.
 - (2) If the pistol is cocked, it may be placed in a safe condition by rotating the lever, normally causing a block of steel to come between the hammer and

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the firing pin base. The hammer is safely allowed to go forward but the weapon does not fire.

- (3) If the Beretta 92 series is carried with the safety lever down it cannot be cocked or fired. The trigger is disconnected and can be pulled without the weapon becoming cocked. Many officers like this feature from the standpoint of possible disarmament by an adversary while struggling. Without prior knowledge, the weapon would probably be inoperative in their hands.
- (4) The Sig Sauer's do not have safety/de-cockers but have a "de-cocking lever" located on the left side of the frame slightly above the trigger.
- (5) The Glocks, Smith & Wesson M&P's and Springfield XD's are semi-automatic weapons with 'safe-action' type trigger pulls on each shot. The weapon has a trigger pull that ranges from 5-12 lbs. The weapon does not have a hammer; therefore, no de-cocking device is necessary

9. Cleaning and inspecting the semiautomatic

- a. Unload the weapon in the proper manner before cleaning. Magazine is removed, and then the chamber is cleared. Visually and physically inspect the weapon to ensure that it is unloaded.
- b. Read manufacturer's instructions prior to cleaning.
- c. Fieldstrip the weapon according to the manufacturer's recommendations. The weapon will normally be separated into five components: frame, slide, barrel, recoil spring and guide rod, and magazine. The magazine may also be disassembled for cleaning and should be cleaned whenever the weapon is cleaned.
- d. Use a bristle brush or toothbrush to remove residue and dirt from the frame and slide. Use the proper bore brush to clean the barrel. Use a dry brush initially to remove as much dirt and residue as possible prior to using any type of solvent. When cleaning the barrel, the bore brush should be inserted from the chamber end of the barrel.

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- e. When cleaning the frame and slide, make sure that the rails are cleaned and that the slide moves freely on the rails when assembled. The recoil spring and guide rod should be wiped off then lightly lubricated.
- f. Check manufacturer's recommendations on solvents. Use a solvent that is safe to the user and one that leaves no residue.
- g. Lubricate according to manufacturer's recommendations. Usually 6 to 8 drops of oil are all that is needed. Remember that excessive oils attract dirt. Do not use excessive oil on the magazine. Oils are penetrates and can penetrate the primer of a round of ammunition causing it not to fire.
- h. Once the weapon has been reassembled perform a "function check." This check is done to make sure that the weapon has been assembled properly and will function as required. Some simple checks are: dry fire the weapon double-action and single-action; lock the slide to the rear, pull the slide rearward and release to allow the slide to go forward; release the magazine, insert the magazine, pull the slide to the rear with the magazine in the weapon, the slide should lock back on most weapons; check manual safeties or de-cocking levers to make sure that they function properly.

C. Ammunition

- 1. Although the size and appearance of pistol ammunition differs substantially, the component parts are essentially the same: the case, primer, powder charge and projectile(s).
 - a) The CASE is the brass or steel into which all other components are assembled.
 - b) The PRIMER contains a chemical mixture which explodes when struck by the firing pin. The violent flame of the primer explosion serves as a "match" to ignite the powder charge.
 - (1) In rimfire ammunition, the primer compound is loaded inside the case and "spun" into a little gutter around the rim at the head of the cartridge case. Since the rim must be soft enough to allow the firing pin to crush the primer compound, rimfire ammunition is limited to low pressures.
 - (2) All high-power pistol ammunition utilizes the center fire case. It must be made as rugged as necessary because

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the primer is contained in a separate cup which is loaded into a pocket in the center of the case head.

- c) The POWDER CHARGE when ignited produces great quantities of gas which propel the bullet through the barrel.
 - (1) Modern smokeless powder when ignited in the open burns at a rather slow, sustained rate. Confined in the firearm's chamber, however, the powder burns so fast it appears to explode. There are many kinds of smokeless powders of various grain and composition, for use in different guns. The basic difference lies in the burning rate and the amount of gas produced. They all function under the same principles.
 - (2) Black powder, on the other hand, is less stable than smokeless powder, and has explosive qualities whether burned in confined areas or not. It has no sustained rate of burning.
 - d) In the case of pistol ammunition, the BULLET is usually a lead or metal-jacketed projectile.
- 2. "Misfire" is the term used to describe the situation where the primer fails to ignite or fails to ignite the powder charge while "hangfire" describes the temporary failure of the primer. If a cartridge does not fire, keep the weapon pointed in a safe direction and perform an immediate action drill.
 - 3. Squib load is the term used to describe the situation where a cartridge is loaded with a primer but no powder or insufficient powder. When the primer is struck, there is a "pop" and the resulting force is only enough to propel the bullet forward to lodge in the barrel of the gun. In a revolver, if the bullet is partially in the cylinder, the cylinder will not turn. If, however, the bullet is lodged in the barrel and another round is fired, the weapon will be damaged and the shooter could be injured. In a semiautomatic, the squib load may impede the next round from chambering, depending on how far into the barrel the squib load is pushed. Remember, if it sounds different, STOP. Normally the sound will be a distinctive "POP."
 - 4. Caliber refers to the diameter of the bullet or bore expressed in hundredths of an inch (English system) or millimeters (metric system). The diameter of the bore is usually measured from the ridges or lands but sometimes is measured from groove to opposite groove. Thus a round with a bullet 45/100 of an inch in diameter is called a .45 caliber cartridge. However, it should be

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pointed out that the .38 special is not .38 of an inch but the true caliber of the round is .357. Many times a cartridge's caliber is expressed both in the English and metric system. For example the .308 is also known as the 7.62 mm. The 5.56 mm is also known as .223 caliber. The most common caliber of ammunition used in the law enforcement revolver is the .38 special and the .357 magnum. Although the .357 magnum is more powerful, most departments use the .38 special because of the fear of using magnum loads in residential areas. Also, the recovery from recoil takes longer when firing magnum loads.

III. Conclusion

A. Summary

Armed security officers should be adequately trained in the loading, unloading, making safe of the handgun that they carry. In addition a thorough working knowledge of how the weapon functions and the proper name for the parts of the weapon is necessary to be well versed in the weapons system.

B. Questions from Class

C. Closing Statement

Each time a weapon is used it should be properly cleaned and serviced in order to ensure that the weapon will function properly. Armed officers should be thoroughly versed in cleaning the weapon and making the weapon safe.

PPS Firearms Instructor Training

Title: Marksmanship Fundamentals

Lesson Purpose: To familiarize the participant with the basic elements of marksmanship fundamentals and how they may enhance the performance with the handgun.

Student Performance Objectives: At the end of this block of instruction, the student will be able to achieve the following objectives in accordance with information received during the instructional period.

1. List the four steps of the draw.
2. Demonstrate the proper one-hand and two-hand grip.
3. Demonstrate two stances.
4. Define Sight Alignment.
5. Define Sight Picture.
6. Describe in writing how to perform a malfunction drill.

Hours: Four (4)

Instructional Method: Lecture/Demonstration

Training Environment: Classroom/Firing Range

Materials Required
Handgun
Belt with holster
Ammunition
Targets
Hearing and eye protection
Range equipment (i.e., staple guns with staples, PA system, chalk, etc.)

Training Aids: PPT Projector and Screen

References: See Bibliography

Prepared by: R. Steven Johnson
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Study Assignments: None

PPS Firearms Instructor Training

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Date Reviewed:	August 2007
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Date Revised:	August 2013
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Date Revised:	July 2015
Revised By:	Chad Thompson Instructor/Coordinator North Carolina Justice Academy
Date Revised:	March 2016

PPS Firearms Instructor Training

Title: Marksmanship Fundamentals

I. Introduction

A. Opening Statement

Learning to effectively fire a handgun using the proper fundamentals should be done to save one's own life or the life of others, not merely to meet a qualification standard. Armed officers should be concerned with learning the basic marksmanship fundamentals to increase not only their ability to use the weapon, but also their confidence in using the handgun.

B. Student Performance Objectives

C. Reasons

II. Body

A. Drawing the weapon

When drawing the weapon from the holster, the trigger finger should stay outside the trigger guard and should not engage the trigger until the barrel is in the direction of the intended target.

1. Four steps to draw⁹

- a. Establish the master grip
- b. Clear the holster
- c. Weapon is brought to the center line of the body as two hands come together
- d. Extend to target

2. For good shooting, your draw should be one continuous motion. Smoothness is more important than an attempt at speed alone.

3. The snap or strap of a holster, if so equipped, should always be fastened, even in practice and qualification.

4. The weapon should be drawn and moved upward towards the target as if the officer is throwing a punch!

B. Marksmanship Fundamentals

1. The grip^{10 11}

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- a. The stock should be gripped with the last three fingers and the heel of the hand, thumb placed lightly against the support side of the frame, index finger outside the trigger guard.
- b. The grip should always be high on the 'tang' of the back strap. This will cause the barrel to point straight so that the shooting finger and the barrel will be an extension of the arm. Grip firmly, but not so tight that the hand trembles or the muscles are too tense. Pressure should be exerted from the front of the weapon to the rear and not side to side.
- c. When using the one-handed grip the weapon may be canted approximately 10 degrees towards the body. In reality, this is a more natural position than holding the weapon straight up. Think of how a punch is thrown and the arm naturally rotates in towards the body.
- d. To set the two-hand grip, place the heel of the non-gun hand between the fingertips and the heel of the gun hand. Try to cover as much as of the grips of the weapon as possible. Curl the support hand fingers around the fingers of the gun hand. The thumb of the support hand should be parallel or nearly parallel with the thumb of the gun hand. The index finger of the support hand should NOT be placed on the trigger guard. Pressure should be applied from the frontstrap to the backstrap of the weapon and not from the fingertips applying pressure to the sides of the weapon.

2. Sighting (alignment and picture)^{12 13}

- a. The front sight of a handgun is usually a blade and the rear sight is a notch. The top of the front blade should be level with the top of the notch of the rear sight and centered in the rear, i.e., the space appearing on each side of the front sight in the notch of the rear should be the same on both sides. Care should be taken in focusing on the front sight to ensure that the alignment is correct. A .01" error in sight alignment can cause an error of 3 feet at 50 yards. This lines the barrel of the gun in a straight line with the line of sight. Maintain this alignment and line it with the point where you want the bullet to strike. The eyes can focus on only one object at a time and this should be the front sight. The target and rear sight will be somewhat blurred.

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- b. The shooter should sight with both eyes open when engaging targets up close. This method may be difficult at first but improves with practice. The master eye is dominant when sighting with both eyes.

3. Breath control¹⁴

The breath should be held during the time of sighting and firing. This does not mean that a deep breath should be taken before starting to align the sights and held with perhaps considerable strain until the shot is fired. Normal breathing should take place until the gun is brought into position and the trigger squeeze is begun. The breath is released to a comfortable point and held while the round is fired. During rapid fire the breath is usually held for several shots.

4. Trigger manipulation¹⁵

- a. Correct placement of the trigger finger is the first step in trigger manipulation. The two areas of the trigger finger that are used are the first joint and the pad. The first joint position places the first joint on the outside edge of the trigger. This position is more commonly used for double-action firing. The pad places the center of the finger between the first joint and the tip of the finger squarely on the trigger. The pad position is generally used for single-action firing.
- b. The pressure on the trigger is applied straight back in a line parallel to the bore and is applied gradually without jerks. The fact that the pressure is gradually increasing does not mean that the increases are applied slowly, but that they are applied smoothly, and in such a manner that the shooter will not know the exact instant that the pistol will fire. Firing should not be anticipated! During the application of pressure on the trigger there should be little if any increase in the pressure applied by the last three fingers of the hand grasping the stock. The thumb, which is extended along the frame, is held against the side of the frame in a relaxed condition.
- c. One of the most common faults of the novice shooter is that of anticipating the recoil or attempting to meet the recoil of the gun. What this actually does is push the gun away the instant before it fires. In that short time, the inexperienced shooter actually pulls the aim astray

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in the act of pulling the trigger. Through proper training, errors such as these can be avoided or corrected.

d. Dry firing¹⁶

"Dry firing" is all-important. It is the shortest cut to good marksmanship. One technique is to paste a small bull's eye on a mirror and stand before this, align the sights, watch the position, and squeeze the trigger with great care to be sure that the gun is held so that the falling of the hammer will not disturb the sight alignment. Any slight error can be detected.

5. Stance

a. The officer must be able to move instinctively into a position that will enable him/her to draw, aim, cover, or fire. Instinctive positions are accomplished only by repetition and are instinctive only in the sense that they are learned responses and are "programmed" through repetition.

b. Four of the more popular stances now taught are the Isosceles, the Modified Isosceles, the Weaver and the Modified Weaver. The term stance is somewhat of a misnomer in that the arm position is as different as the foot placement.

(1) Isosceles¹⁷

In the isosceles stance, the feet are about or a little more than shoulder width apart, the knees are slightly bent, the weight evenly distributed, and the body faces the target. The weapon is drawn and is brought to shoulder level as the two-hand grip is gained. The arms are straight forward from the shoulder and the elbows and wrists are locked. (Recoil should be felt at the shoulder.) The arms and chest appear to create an isosceles triangle, the weapon being at the tip.

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(2) Modified Isosceles¹⁸

Just as in the isosceles stance, the arms are straight forward from the shoulder and the upper body faces the target. The dominant side foot is brought slightly back, about one-half of its length.

The toes of the dominant foot are positioned at approximately the instep of the support side foot.

This slight movement of the feet increases balance and mobility.

(3) Weaver^{19 20}

In the Weaver stance, named for its California inventor, the shooter stands with the feet about shoulder width apart, the support side foot forward so that the body is turned at a slight angle (no more than 45 degrees) toward the intended target. The shooting arm is held straight forward at shoulder level and may be flexed slightly. A two-hand grip is gained with the weak arm providing support, and is bent sharply at the elbow from about thirty to forty-five degrees. The support hand then pulls rearward while the gun hand pushes forward, thereby creating an isometric tension that reduces recoil and aids in steadying the weapon. The Weaver may feel uncomfortable at first, especially if an officer is use to the Isosceles. However, with practice, the shooter can instinctively move into this position.

(4) Modified Weaver

The Modified Weaver is almost identical to the Weaver stance except the strong or gun arm is fully extended straight out rather than having a bent elbow.

(4) Other positions^{21 22}

(a) Kneeling - Single Knee Down

(b) Kneeling - Both Knees Down

(c) Prone - Rollover

Shooter lies on their shooting side with the shooting arm extending straight out. The

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head should be brought down on or beside the bicep. This keeps the head from being lifted up and compressing the back of the neck which can cause vision to become somewhat blurred.

C. Malfunctions²³

1. Revolver - Continue to pull trigger only if weapon failed to fire. This will rotate cylinder to new round. If cylinder will not rotate, check ammunition, extractor rod, or extractor star. Ensure that ammunition is serviceable, extractor rod is tight, and there is no debris behind extractor star. Have weapon checked by factory trained armorer if problems persist.

2. Semiautomatic - Perform **TAP, RACK, READY**.

TAP the magazine to ensure that it is properly inserted in the magazine well.

RACK the slide to chamber a round of ammunition.

READY to engage or fire the weapon if necessary.

If this fails to work, seek cover then perform **LOCK, DROP, RACK, INSERT, RACK and READY**. If the weapon continues to malfunction, have it checked by a factory trained armorer.

LOCK the slide to the rear.

DROP the magazine from the weapon.

RACK the slide to clear any rounds in the chamber.

INSERT a new magazine into the weapon.

RACK the slide to chamber a new round of ammunition.

READY to engage or fire the weapon if necessary.

D. Holsters, Gear and Accessories

1. Holsters should be selected based upon safety, security, and availability provided for the weapon.
 - a. The selection must be based on the assignment of the officer.

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- b. The holster should protect against accidental dropping, accidental discharge when drawing or re-holstering, and unauthorized removal under service conditions.
- 2. The holster, belt, and all other gear should be made of top quality materials and must be maintained in good condition at all times.
- 3. Many accessories are available for revolvers, but are not recommended and are usually undesirable for security officer use.
 - a. Broad triggers may snag on clothing while trigger shoes may work loose and cause malfunctions.
 - b. Special grips may make drawing and handling the weapon more difficult and actually interfere with loading and unloading.

III. Conclusion

A. Summary

Basic marksmanship fundamentals are the building blocks for all phases of handgun training. Learning these fundamentals does not always require ammunition. Many of the skills necessary to learn how to safely and effectively handle a handgun come from simply practicing with an empty weapon. Learning to draw the weapon, grip the weapon, align the sights etc. do not require ammunition, merely the time and resolve to learn to do it right.

B. Questions from Class

C. Closing Statement

The ability to safely and accurately fire a handgun is important not only for qualification purposes, but more importantly for reasons of self defense.

PPS Firearms Instructor Training

Title: Night Firing

Lesson Purpose: To provide the participant with the skills required to successfully engage a target in a reduced light situation with or without the use of a flashlight.

Student Performance Objectives: At the end of this block of instruction the participant will be able to achieve the following objectives in accordance with information received during the instructional period.

1. Describe in writing the "Operational Philosophy" of night firing.
2. Demonstrate two methods of employing the flashlight while firing the handgun.
3. Successfully complete a night qualification course with a score of 90% or better.

Hours: Four (4)

Instructional Method: Lecture/Demonstration

Training Environment: Classroom/Firing Range

Materials Required: Handgun
Belt with holster
Flashlight
Targets
Range equipment (i.e., staple guns with staples, chalk, PA system, etc.)

Training Aids: PPT Projector and Screen

References: See Bibliography

Study Assignments: None

Prepared By: R. Steven Johnson
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Date Prepared: Spring 1998

Revised By: R. Steven Johnson
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PPS Firearms Instructor Training

Date Revised: July 2001

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Date Reviewed: August 2007

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Date Revised: March 2016

PPS Firearms Instructor Training

Title: Night Firing

I. Introduction

A. Opening Statement

Night firing does not necessarily mean that we only fire at night. The philosophy of night firing really refers to learning to fire in reduced light situations. Warehouses, basements, and attics may be significantly darker than the outside area, therefore requiring an armed security officer to be familiar with firing under reduced light conditions or even firing with the use of a flashlight.

B. Student Performance Objectives

C. Reasons

The reasons for learning flashlight or night fire techniques are quite simple. First, the officer may be required to work in an environment of reduced light. Second, the officer may carry a flashlight in such situations and therefore needs to know what to do with it or how to use it to his/her advantage.

II. Body

A. Operational Philosophy

It is only logical that officers train under low-light and no-light conditions. Consideration must be given to the fact that security officers not only work at night but also in job environments where lighting is greatly reduced such as new construction sites or warehouses where lighting is either nonexistent or minimal. During conditions of reduced light the officer must have the ability to perform the following functional tasks:

1. Navigate
2. Locate
3. Identify
4. Engage armed threats

B. Techniques

1. Loading and reloading

PPS Firearms Instructor Training

Loading and reloading should always be by feel. This method always allows the officer to watch the surroundings, and this is certainly necessary when firing at night.

2. Instinctive shooting

Instinctive shooting, basically, is the relating of firing position to target rather than pure aiming. This is because the reduced light lessens the ability to utilize sight picture. This technique is instinctive only because it is a learned response from repetitive drawing and firing. The stance, grip, draw, firing stroke, etc., is the same regardless of available light.

3. Muzzle flash technique²⁴

This technique, using burst firing, expounds the limited use of a sight picture utilizing the muzzle flash as a light source. The first round must be fired instinctively in darkness, but subsequent rounds are fired with the limited sight pictures from the flash lighting.

4. Flashlight discipline

The flashlight can show the adversary an officer's location and should be left on for only brief periods. The flashlight, if used, should be switched "half-on" so that it is necessary to depress the small button on the switch to activate the light. Should the officer drop or lose control of the light for any reason, the light would then be extinguished, possibly saving the officer from being unnecessarily illuminated. Two methods are now being taught for firing with a flashlight.

a. Non-supported flashlight techniques

(1) Traditional technique

In this position the flashlight is held in the support hand and is held straight out to the side and slightly forward at shoulder level. It is then turned on, illuminating the target. The weapon is held with the strong hand only.

(2) Puckett technique

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In this position the flashlight is held in the support hand and placed on the shoulder against the neck on the support side.

b. Supported flashlight techniques²⁵

The flashlight is held in the support hand with the support hand supporting the firing hand in some manner. Listed below are some of the supported flashlight techniques available:

- (1) Harries Technique
- (2) Modified Harries Technique
- (3) Ayooob Technique
- (4) Chapman Technique
- (5) Overhand or Keller Technique
- (6) Stacked Support

III. Conclusion

A. Summary

In this block of instruction information was given on operational philosophy and just how to hold the flashlight should the need to use deadly force while holding a flashlight occur. Students should adopt a method of utilizing the flashlight in conjunction with the handgun that they are most comfortable with.

B. Questions from Class

C. Closing Statement

Utilization of the flashlight along with the handgun is a practical matter. If you are carrying the flashlight as part of your duties and you are placed in a position that the use of a firearm is necessary, the trained security officer should be able to utilize both at the same time rather than throwing the light down and attempting to use the handgun.

PPS Firearms Instructor Training

Title: Encounter Techniques

Lesson Purpose: To familiarize the participant with the aspects of encounter shooting techniques as they apply to “street encounters” versus the sterile setting of range qualification.

Student Performance Objectives: At the end of this block of instruction, the student will be able to perform the following objectives in accordance with the information obtained in the instructional period.

1. Describe in writing the difference between cover and concealment.
2. List the four colors of the mental conditioning color code system.
3. Demonstrate how to fire from behind a barricade.

Hours: Four (4)

Instructional Method: Lecture/Demonstration/Practical Exercises

Training Environment: Classroom/Firing Range

Materials Required: Handgun
Belt with Holster
Targets
Range Props for Practical Exercises (i.e., barricades, objects that can be used for cover such as barrels, mail box, fire hydrant, etc.)
Range Equipment (i.e., staple guns, chalk, PA system)

Training Aids: PPT Projector and Screen

References: See Bibliography

Study Assignments: None

Prepared By: R. Steven Johnson
North Carolina Justice Academy

Date Prepared: Spring 1998
Revised By: R. Steven Johnson

PPS Firearms Instructor Training

Date Revised: July 2001

Reviewed By: Darrell Wayne Ayers
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Date Reviewed: August 2007

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Revised By: Chad Thompson
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PPS Firearms Instructor Training

Title: Encounter Techniques

I. Introduction

A. Opening Statement

Often, armed officers only fire in a very sterile or static environment such as firing a qualification course. In this environment, the officer is stationary during the shooting segments and the target is stationary. When training for encounter techniques, the object should be to increase the heart rate of the officer to simulate the increased heart rate caused by adrenalin during a stressful confrontation. Officers should realize how their physical and mental capabilities may be diminished by this increased heart rate.

B. Student Performance Objectives

C. Reasons

II. Body

A. Teaching Encounter Techniques

1. For years firearms training was not applicable to "the street"--to actual confrontations. Officers have merely qualified with their weapon and have never done training that required movement, moving targets, use of cover and concealment, and judgmental shooting.
2. Encounter shooting is an aggressive, driving, demanding type of firearms training and should better prepare officers for the street.
 - a. In this type of training, courses are run with varying distances, multiple targets, varying starting positions, different types of targets, and even multiple weapons.
 - b. The courses are not announced ahead of time and are new to the officers. Naturally, the courses are changed from one time to the next. These types of courses help condition the officer to fire both fast and accurately.
 - c. Some important points should be made at this time!
 - (1) Cover versus concealment - concealment hides the shooter - cover stops bullets.²⁶
 - (2) Bouncing bullets - if fired into a hard surface at less than a 45 degree angle, bullets may travel

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along that surface from 2 to 8 inches away from the surface. This depends on both the surface fired on and the type of round fired.

- (3) Barricade positions - should be fired with some combat style grip. Support side may be fired with either the strong or support hand. Barricades should be used for cover and not to support the weapon. The weapon should not extend beyond the barricade or be supported by the barricade unless the shot will be a distance shot.
- (4) When using the vehicle as cover, the engine block and wheels afford the best protection. Firing from behind an open door is very dangerous.²⁷
- (5) Shooting confrontations involving officers are usually at distances of three yards and less, are usually outdoors, are over in around 3 seconds, with no more than 3 rounds being fired. At least forty percent of incidents involve more than one suspect.²⁸
- (7) Consider the types of cover normally available then consider the type of firing position that could be used that would afford the officer the most protection. Items to consider include vehicles, utility poles, buildings, fire hydrants, curbing, etc. In addition, consider items that should not be used such as gas pumps, hazardous material containers, etc.
- (8) Use the muzzle flash from the adversary's fire in returning fire in darkness. Officers should fire toward both sides of the flash, with the first round going slightly to the right of the flash.
- (9) Challenges should be issued to suspects whenever time allows. This may help to eliminate a possible shooting situation. The trigger finger is always positioned outside the trigger guard during a challenge.
- (10) Covering suspects
 - (a) With a handgun, lower the muzzle slightly below eye level in order to more easily visualize the suspect. The suspect's hands

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should be clearly visible. The trigger finger should be positioned **OUTSIDE** of the trigger guard.

- (11) Three basics of survival shooting
 - (a) Weapon presented quickly.
 - (b) Weapon held the same way for each shot.
 - (c) Weapon held still while shot is fired.

3. Mental conditioning^{29 30 31}

Knowing how to shoot a weapon is only one of the skills associated with the ability to defend oneself or a third party. The mind's ability to be in some state of readiness is paramount in surviving a lethal encounter. Jeff Cooper has developed a color code system for mental conditioning defined as follows.

- a. Condition White: normal, non-combative state of mind.
- b. Condition Yellow: state of relaxed alertness.
- c. Condition Orange: state of alarm.
- d. Condition Red: defensive combat.

The consideration and use of this mental conditioning system will afford the peace of mind of knowing how the officer may react when faced with a violent situation. The officer will have thought out situations and prepared possible solutions and alternatives so that the officer reacts without having to think about the response.

B. The Body Under Stress³²

Under stress the heart rate begins to rise. Once the heart rate reaches approximately 115 beats per minute (BPM), fine motor skills begin to deteriorate. At 145 BPM complex motor skills begin to deteriorate. How does this affect the armed security officer's ability to perform and to survive the encounter?

- 1. At 115 BPM precision and accuracy skills are lost. The ability to move the weapon in minute degrees to accurately align the sights is lost as this is a fine motor skill.

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2. At 145 BPM the visual system begins to narrow and there is a loss of complex motor skills such as using the Weaver Stance. Both eyes will remain open in order to receive as much information as possible for our internal computer, the brain. Because both eyes are open, the body will face the target. The officer will more naturally assume an Isosceles or Modified Isosceles stance.
3. At 175 BPM there is a loss of peripheral vision as the field view may narrow to as little as 18 inches. When auditory exclusion is experienced, the officer may not hear his or her own shot. It is physically impossible to focus on the front sight of the firearm as the body suffers a loss of near vision. The ability to reason diminishes. This can lead to drastic increases in reaction time or doing what would seem to be irrational acts. An individual might remove themselves from cover thinking that they cannot see the threat clearly when they are actually suffering from the diminished field vision (tunnel vision).

In order to determine the officer's ability to survive an encounter, shooting courses should be fired that utilize decision making, use of various positions, use of available cover, and the use of light exercise to increase heart rate to simulate the heart rate increases induced by stress. Decision-making objectives should include shoot-no-shoot decisions, type of cover decisions, when to move, how to move, etc.

C. Developing Encounter Courses

1. Course objectives and scoring

When developing encounter courses of fire, the instructor must first decide exactly what is it that they wish to achieve. For instance, is the instructor looking at the student's ability to utilize cover, move safely with the firearm, make judgment decisions, clear a malfunction, reload, engage moving targets, etc. Encounter techniques can incorporate any number of situations that students must react to, or decide how best to negotiate a situation. When grading these courses, instructors should not just look at hits and how fast an individual ran the course, but at decision making, how they used cover, exposure time, etc. There are many options available that can be incorporated into how a course is graded.

2. Range props

- a. Plywood and cardboard can be used to build doorways, walls, and windows. Heavy black plastic can also be used to create walls, hallways, etc.

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- b. By “scrounging” items such as discarded furniture, shipping crates, sections of wooden fences, etc., props can be added to a course of fire to simulate a room, office, or warehouse.

3. Targets

Good guy/bad guy targets are available commercially. Additional targets could be something as simple as a B-27 target with a gun photocopied and stapled to the target to “arm” the target. Other possibilities include balloons, bowling pins, and posters from video stores just to name a few.

Steel targets are excellent in that the shooter receives instant staying at least 10 to 15 yards from the target. Students should always wear protective glasses when shooting at steel targets.

III. Conclusion

A. Summary

While basic qualification courses may be fun and can be somewhat stressful, these courses do not provide the realism of the armed encounter. It is important that armed security officers be exposed to this type of shooting where decision making is critical. The officer who carries a firearm must be competent with any weapon system that they are required to carry. In addition comes the responsibility of not only knowing how to use a weapon, but more importantly, knowing when to use a weapon.

B. Questions from Class

C. Closing Statement

Firearms training should be more than just marksmanship training. It includes a thorough knowledge of the justifications for deadly force, concern for safety, weapon maintenance, and tactical considerations. But most importantly, it involves gaining confidence in ability—not false confidence which is dangerous, but that confidence which comes from the knowledge and skills acquired in training.

PPS Firearms Instructor Training

Title: Range Medical Emergencies

Lesson Purpose:

To provide the student with the basic knowledge and skills to recognize and provide initial medical treatment for medical emergencies which may occur on a firing range.

Student Performance Objectives:

At the end of this block of instruction, the student will be able to achieve the following objectives in accordance with the information received during the instructional period:

1. Demonstrate the primary survey.
2. Describe three (3) methods to control serious bleeding.
3. List the symptoms and describe the proper care for shock.
4. Describe care for the following injuries:
 - a) Insect bites resulting in anaphylactic shock
 - b) Powder burns
 - c) Heat stroke/heat exhaustion
 - d) Heart attack
 - e) Snake bites
 - f) Lacerations
 - g) Impaled foreign objects
 - h) Puncture wounds
 - i) Gunshot wound
 - j) Sprains
 - k) Dislocations of extremities

PPS Firearms Instructor Training

Hours:	Two (2)
Instructional Method:	Lecture/Demonstration/Practical Exercises
Training Environment:	Classroom/Firing Range
Materials Required:	Flip Charts Overhead Projector and Transparencies Handouts First-Aid Kit
Training Aids:	PPT Projector and Screen
References:	<u>Emergency Care and Transportation of the Sick and Injured</u> (Second Edition). Chicago: American Academy of Orthopedic Surgeons, 1977. Grant, Harvey and Murray, Robert. <u>Emergency Care</u> (Third Edition). Bowie, Maryland: Robert J. Brady Co. 1982. Henderson, John. <u>Emergency Medical Guide</u> (Third Edition). New York: McGraw-Hill, 1973. Rector, G. and Rabon, D. "Emergency Medical Services," <u>Basic Law Enforcement Training</u> . Salemburg, NC: North Carolina Justice Academy, 1984.
Study Assignments:	None
Prepared By:	R. Steven Johnson North Carolina Justice Academy
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PPS Firearms Instructor Training

Title: Range Medical Emergencies

I. Introduction

A. Opening Statement

Firearms training can be an inherently dangerous area where the potential for participant injury or death exists. Accidents or injuries may occur even under the most controlled conditions. Proper initial medical treatment prior to the arrival of trained medical personnel may make the difference between life and death.

B. Student Performance Objectives

C. Reasons

As a firearms instructor and Range Master, it is your responsibility to appropriately respond to any medical emergency which may occur on the range until relieved by health care professionals. Injuries may range from a powder burn to a serious gunshot wound. Although it is not an objective of this instruction to transform a Range Master into a physician, it is imperative that the Range Master have the knowledge, skills and abilities to provide an initial medical response to an accident or injury victim.

II. Body

A. Legal Implications

1. Liability

Although there is a humanitarian obligation to assist the sick or injured, many people are reluctant or refuse to do so because of their fear of being sued. Although a professional duty exists with regard to security officers in addition to humanitarian concerns, they may be reluctant for the same reasons.

However, an officer should realize that if sued, the plaintiff must prove gross negligence or intentional wrongdoing. In addition, many states have enacted Good Samaritan Laws to alleviate fear and encourage assistance.

2. Consent

a. Actual consent

If a person is conscious and his judgment appears unimpaired, you should obtain his/her consent before treatment. In fact, if an individual were to refuse

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treatment and subsequently the officer were to provide care, technically he would commit a battery upon the individual. In addition, the officer could be held responsible for any damages that resulted from the treatment.

b. Implied consent

If a person is unconscious or his judgment and ability to respond is impaired, medical care should not be delayed for lack of consent because the law presumes that the patient consents to be treated in those circumstances. However, if anyone present is authorized to give consent such as next of kin, then consent must be obtained before acting.

3. Abandonment

If an officer responds to a medical emergency, he should not leave the patient until relieved by other competent personnel. Leaving beforehand constitutes abandonment and could result in legal action being brought against the officer.

B. Assessment of Students

Whenever an instructor is on the range, he/she should attempt to assess the physical capabilities of the students in his or her charge. One of the first things to be done is ask students if there is anything he or she needs to know about anyone's fitness level. Often individuals will be in class who have had heart related problems, back problems or injuries that may prohibit them from participating in some courses of fire such as rigorous combat courses.

Instructors should take the time to ask students about potential problems and consider these issues when designing courses of fire.

C. Initial Actions in General

1. When responding to a medical emergency, the officer should act with what has been so aptly described as a calm sense of urgency. One can certainly be decisive without being reckless or panic stricken. He should request medical assistance, but should not wait for its arrival before administering aid. He may enlist the aid of onlookers, if they prove competent or can assist under his direction. Competency should not be assumed. The initial actions of those offering assistance should come under close scrutiny.

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2. An officer should operate within their limitations and not attempt assistance that is beyond his skills and knowledge.
3. Treat life-threatening situations first! For example, if you are faced with more than one victim, treat the most seriously injured victim first. Faced with more than one injured area on a single victim, treat the most serious life-threatening injury first. Keep in mind that a profusion of blood is not necessarily synonymous with a serious injury.

D. Victim Assessment - The Primary Survey

In order to help someone, the instructor must identify the victim's problem(s) and determine just how serious it is. A first-aid kit is a must on any range. During this primary survey, life-threatening problems are checked for and corrected if possible when they exist. The primary survey elements are performed simultaneously rather than sequentially and involve the following:

1. Establish responsiveness or lack of response
2. Respiration

Is the person breathing? Look at the chest while listening and feeling for air exchange at the patient's nose and mouth. The average "at rest" respiration rate is 12 to 20 per minute.

3. Pulse

Check for circulation by feeling for pulse or absence of pulse at the carotid pulse point in the neck. The normal pulse rate for adults is 60 to 80 beats per minute, but under stress or at an accident you may receive beats from 50 to 100 per minute.

4. Bleeding

Check for serious external bleeding.

No attempt should be made to administer cardiopulmonary - resuscitation (CPR) unless the instructor is qualified to do so. If you are not so qualified and CPR is indicated, every attempt to quickly locate a qualified person should be made.

E. Control of Serious Bleeding

1. The blood volume a person has is said to be equal (in pints) to one-fifteenth of his body weight. For example, if a person weighs two hundred pounds his blood volume would be thirteen

PPS Firearms Instructor Training

and one-third pints. The average adult male has approximately twelve (12) pints of blood.

2. The human body depends on a continuous and sufficient flow of blood. Consequently, any loss of blood is dangerous, but a most urgent condition exists when blood is being lost rapidly. A fifteen percent blood loss (approximately two pints) in the average adult male leads to moderate shock, while the loss of thirty percent (approximately four pints) results in severe shock and could be fatal.
3. Bleeding can be classified as arterial, venous, or capillary and can be external or internal.
 - a. In arterial bleedings, the blood flows from the wound in spurts and is bright-red in color. Arterial bleeding is not apt to clot unless a small artery is involved. If an artery is only partially severed, it is likely to bleed more than one which is completely severed. The reason for that is when an artery is completely severed the elasticity of the walls causes the ends to draw together making a small opening.
 - b. In venous bleeding, the flow is steady and dark-red, and while it may be profuse, is easier to control than arterial bleeding. A danger associated with venous bleeding is that air could be sucked into the open vein, causing an air embolism which could travel to the heart and be fatal. This danger is greatest when larger veins or veins in the neck are involved. Thus, there is also the need to control venous bleeding quickly.

4. Controlling external bleeding

There are four (4) methods for controlling bleeding: direct pressure, elevation, applying pressure to a pressure point, and tourniquets.

- a. Direct pressure on the wound

This is the simplest and most effective method. There will be few instances when this method will not control the bleeding. If bleeding is mild, apply pressure directly to the wound with a sterile dressing if available. A clean handkerchief, clean cloth, sanitary napkin, etc. can be used if a sterile dressing is not available. Care should be taken in covering the wound, so its edges are not forced apart but are brought together. Bandages can be used to

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bind dressings in place. If blood soaks through a dressing, do not remove it. Instead, place another dressing on top of the blood-soaked one.

If the bleeding is severe, don't waste valuable time trying to find a dressing, sterile or otherwise. Place the hand on the wound and apply pressure. If the bleeding does not stop, press it closed against a bony part of the person's body.

b. Elevation

When an extremity is injured, control of bleeding is helped by elevating that extremity. The limb should be raised as high above the level of heart as is possible, thus lowering the pressure (hydrostatic) of the blood flowing to the wound. Limbs that are fractured should not be elevated.

c. Pressure points

A pressure point is a point where the main artery of blood supply lies near the surface and over or beside a bony structure. By applying finger or hand pressure to the pressure point, the artery is compressed against the bony structure and bleeding can be controlled or slowed to assist direct pressure.

There are six (6) main pressure points, and of these the most effective and most commonly used are the brachial, the femoral, and the carotid; the brachial for controlling bleeding from the arm, the femoral for bleeding from the leg and the carotid for bleeding from the neck.

d. The tourniquet

If the three (3) measures just described fail to control the bleeding, a tourniquet may be used as a last resort! A tourniquet must be used intelligently, not indiscriminately, and with the full understanding that it could mean the loss of the limb to which it is applied. Once applied, a tourniquet should not be removed.

If a manufactured tourniquet is unavailable, the officer can improvise one by using a folded triangular bandage (cravat), a belt, or any like flat material. The ideal width of a tourniquet is 1 1/2 to 2 inches. Avoid using narrow materials such as rope, wire, string, etc.

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- (1) Pick a spot between the wound and the heart, as close to the wound as possible, but not right against it.
- (2) The tourniquet should be tightened only enough to control the bleeding.
- (3) A tag should be placed on the patient where it can be seen readily, indicating that a tourniquet has been applied. The notation would look something like this: T/K 3:05. The notation may be written on the forehead using lipstick or even the person's blood.

5. Internal bleeding

Internal bleeding can result from many causes. Blunt trauma can cause simple bruising or massive bruising. A contusion or bruise is due to the rupturing of some blood vessels and the resulting leakage of blood into the surrounding tissue. A small bruise is not all that serious but sometimes internal bleeding can be so serious as to cause death. It is quite possible for a person to lose enough blood internally to die and yet there be no evidence of bleeding externally.

Blunt trauma, along with other types of injury such as crushing and broken bones, can rupture, lacerate, or sever internal organs, tissue and blood vessels. Illnesses such as stroke and bleeding ulcers can cause substantial amounts of internal blood loss.

Internal bleeding should be assumed if indications such as the following are present:

- a. The individual is coughing or spitting up blood.
(Bright-red frothy blood is indicative of lung damage.)
- b. There is blood and/or clear fluid in the nose, and/or ears.
- c. Penetrating wounds exist.
- d. Fractures exist.
- e. There are large contused areas.
- f. The individual displays the classic signs and symptoms of shock.

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Serious internal bleeding can only be controlled by surgical procedures. The individual needs definitive medical attention as soon as possible. In the meantime, the officer should:

- ◆ Summon EMS. Fast transportation to a hospital is a must.
- ◆ Treat for shock (caution about elevating the feet and legs where certain injuries are involved).

F. Shock

During victim assessment, the instructor should also recognize and treat shock, which can be life-threatening and is most always present in traumatic injury and may be present or causal in acute illness. Shock is a "slowing down" of vital functions and is characterized by circulatory insufficiency, i.e., the cardiovascular system cannot provide sufficient blood circulation to the tissues of the body. (Perfusion is incomplete.) Shock can result from many things, such as loss of blood, pain, severe infection, changes in body chemistry, severe allergic reaction or even emotional reaction. If shock is not recognized and treated, death can result.

1. Signs and symptoms

- a. A rapid and weak pulse
- b. A marked drop in blood pressure
- c. Rapid and shallow respiration
- d. Cool, moist, clammy skin; sweating
- e. Dilated pupils
- f. Pale inner surfaces of the eyelids
- g. Dull, lackluster eyes
- h. General weakness
- i. Nausea and possible vomiting, restlessness and often a feeling of impending doom
- j. Thirst
- k. Dizziness

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2. Treatment

- a. Keep the person lying down. However, if there are breathing difficulties, the person may be more comfortable with the head and shoulders raised, i.e., in a semi-reclining position. Many heart attack victims are more comfortable in this position.
- b. Maintain the airway
- c. Control external bleeding if present
- d. Provide psychological support or reassurance
- e. Avoid rough handling
- f. Don't give anything to eat or drink
- g. Prevent the loss of body heat but don't overheat. In cold weather you would want to cover the person with a blanket or similar item. However, if the temperature is hot, there may be no need to cover the person at all.
- h. Normally, the lower extremities should be elevated 12 to 18 inches unless there are leg fractures or head and chest injuries. Utilizing gravity, this will reduce blood in the extremities and will improve the supply of blood to the more vital organs.
- i. If head injury is indicated, the head and shoulders can be elevated slightly.

G. Potential Range Injuries

1. Anaphylactic shock

- a. Anaphylactic shock is an acute allergic reaction to drugs, insect bites, food such as seafood, dust, pollens and other chemicals ingested, injected or inhaled.
- b. Anaphylactic shock is an acute medical emergency requiring immediate attention and transportation to a medical facility.
- c. Indications

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- (1) The skin may burn, itch or break out especially about the face and chest. The face and tongue may swell.
- (2) Breathing is difficult due to the constriction of the chest.
- (3) The individual may complain of headache.
- (4) Other signs and symptoms of shock may be present.

2. Sucking chest wounds

When an object perforates (makes a hole) in the chest wall, a sucking chest wound results. Instructors may be confronted with this type wound in shootings (the bullet passing through the chest wall), stabbing (the knife blade, ice pick, etc. penetrates and is withdrawn leaving a hole--if the object remains in the person, you would treat it as an impaled object) and so forth. Air exchange at the wound causes a characteristic sucking sound and the victim will have difficulty in trying to breathe as the lung is not able to inflate and deflate correctly.

- a. The opening must be sealed. Use an airtight dressing and make sure that it is sufficiently wider than the wound to prevent it from being sucked inside. Folded plastic wrap and aluminum foil dressings with the wrapper left on or saturated with petroleum jelly, or even a pack of cigarettes (if nothing else is available) are items that may be utilized.
- b. Apply the airtight dressing as the person exhales and secure it with overlapping strips of tape. Tape down on three sides. This allows air to escape on exhale and seals on inhale.
- c. Lay the person on his injured side as this procedure will help seal the wound and assist the uninjured lung.
- d. If no dressing is available, hold the palm of your hand tightly against the opening.
- e. Later, after applying the seal, if the person's condition worsens (e.g., increased respiratory difficulty and the skin color turning blue), a corner of the seal must be unsealed. By only taping three sides of the seal, this problem will be avoided.

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3. Burns

- a. Although there are three (3) degrees of burns, only first and second-degree burns will occur with a close powder discharge.

- (1) First-degree

- The outer layer of skin is affected and is the least serious. The skin is reddened and although painful, should heal on its own.

- (2) Second-degree

- There is deep reddening and blistering of the skin. There is some damage to the second layer of skin.

- b. Emergency care for burns

- (1) Do not apply salves, ointments, butter, oils, etc., or attempt dressing if proper dressing is unavailable.

- (2) First and second-degree burns

- (a) Immerse the burn in cold water for 2 to 5 minutes.
 - (b) Cover the burn with a sterile dressing or clean sheet.
 - (c) Continue applying cold water to the burn area.

4. Disorders due to heat

- a. Heat Cramps

- (1) Heat cramps are painful muscle spasms that may occur when too much body fluid is lost through perspiration.
 - (2) Move the victim to a cool place. Rest the muscle and give the victim a lot of cold water to drink. Do not massage the muscle.

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b. Heat exhaustion

- (1) Heat exhaustion is the most common disorder due to heat. It usually follows strenuous activities during times of high temperatures. It results from the loss of fluids from either excessive perspiration or inadequate replacement of water lost by perspiration.
- (2) The individual may complain of a headache, weakness, dizziness, nausea and his skin will be cool, clammy and ashen.
- (3) The victim should be moved to a cool place. Their clothing should be loosened. Keep them lying down with feet elevated. Cool with cold packs or wet towels. Give them cold water to drink if he or she is fully conscious. If there is no improvement within 30 minutes, seek medical attention.

c. Heat stroke

- (1) In heat stroke, the person's sweating capability has diminished (often due to dehydration), and he is unable to dissipate heat properly.
- (2) Heat stroke is a true medical emergency. The person may die.
- (3) Indications of heat stroke are:
 - (a) Extremely high body temperature (105° - plus)
 - (b) Unconsciousness or coma
 - (c) Hot dry skin, sometimes reddish in appearance
- (4) The body should be immediately cooled in any way possible (garden hose, wet towels, fans, etc.).
- (5) Quick transportation to a medical facility is imperative.

5. Heart attack

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Heart attack is the leading cause of death in the United States.

It can occur when it is least expected, at any age, and without physical or emotional stress. In fact, more than half of heart attacks occur during rest, often while the person is sleeping. Whether a person lives or dies often depends on the time elapsing between the onset of the attack and the beginning of treatment. Studies show that the median elapsed time is about eight (8) hours and only 15 percent of victims reach the medical facility within four (4) hours. Certainly the victim and those around him must recognize the early symptoms and not be indecisive in seeking medical attention.

- a. The symptoms of a heart attack are:
 - (1) Intense pressure, tightness or squeezing in the center of the chest that lasts more than 5 minutes
 - (2) The pain may radiate to either shoulder or arm, the neck, or the jaw
 - (3) The pain is constant and is not affected by changes in body position
 - (4) Sweating and weakness in most patients
 - (5) Restlessness
 - (6) Shortness of breath or difficulty in breathing
 - (7) Possible nausea and vomiting
- b. Emergency care for the heart attack victim follows:
 - (1) Summon medical help without delay
 - (2) If the person is unconscious; maintain an open airway and provide pulmonary resuscitation if the person goes into respiratory arrest or CPR if the person develops cardiac arrest
 - (3) If the person is conscious:
 - (a) Try to calm the person and keep him quiet. Help him relax.
 - (b) Do not allow the person to walk around.

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- (c) Do not force the person to lie down. Victims are usually most comfortable sitting up.
- (d) Prevent the loss of body heat.
- (e) If the person is under a doctor's care, you may assist him in taking his medication.

6. Snake bites

There are four (4) major varieties of poisonous snakes in the United States: rattlesnakes, moccasins, copperheads (the latter three are pit vipers) and coral snakes. In North Carolina there are seven (7) types of poisonous snakes. Snake identification, if possible, is crucial to proper victim care.

a. Pit vipers

- (1) The bite of a poisonous snake of the pit viper family has a unique distribution of fang and tooth marks.
- (2) The signs and symptoms include:
 - (a) Immediate severe pain accompanied by swelling and dark purple discoloration of the skin
 - (b) Two puncture marks of the fangs are usually easily found, but, occasionally, there is only one mark, as in the case of a bite on a finger or toe where there is no room for both fangs to sneak in
 - (c) Growing weakness
 - (d) Shortness of breath
 - (e) Increasing lassitude leading to unconsciousness
 - (f) Dimness of vision
 - (g) Rapid pulse
 - (h) Nausea and vomiting

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b. Coral snakes

- (1) Attack rarely (1 - 2 percent of all snake bites) but when they do, they hang on and bite, sinking their fangs in with a chewing motion, usually biting victim on a small part of the body
- (2) Venom is a neurotoxin and affects the central nervous system
- (3) Signs and symptoms include:
 - (a) Minimal local signs of pain and swelling
 - (b) Depression, apprehension, euphoria complaints
 - (c) Respiration paralysis

c. Snake bite care

- (1) Calm and reassure the victim and keep him/her quiet
- (2) Keep warm
- (3) Clean the bite or flush with water
- (4) DO NOT APPLY ICE TO THE BITE
- (5) Elevate the lower extremities to minimize shock development
- (6) Transport to a medical care facility
- (7) If the bite is a pit viper and if more than a few hours from medical facility or if the snake was large and the skin is swelling rapidly, cut puncture marks approximately 1/4" long and 1/8" deep and remove venom. Do not cut if more than 30 minutes has passed since bite.

7. Spider bites

Spider bites may feel like an ordinary insect bite or the victim may not notice anything until later. The bite may look like a red circle, possibly with a white ring around it or a small blister

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inside the circle. Two types of poisonous spiders, the Black Widow and the Brown Recluse, are found in North Carolina.

- a. Black Widow spider bite
 - (1) Abdominal pain
 - (2) Restlessness
 - (3) General feeling of illness
 - (4) Victim may complain of aching joints and leg cramps
- b. Brown Recluse spider bite
 - (1) Bite may go unnoticed until it begins to damage tissue
 - (2) Look for red area that develops into open sore
 - (3) There may be a core of blackened tissue at the center of the infected area
 - (4) Skin grafting may be required
- c. Spider bite care
 - (1) Calm and reassure victim and keep him/her quiet
 - (2) Flush bite area with water
 - (3) Transport to medical care facility

8. Tick removal

While most tick bites are harmless, ticks can carry such serious diseases as Lyme Disease, Rocky Mountain Spotted Fever, and Colorado Tick Fever. Ticks should be removed as soon as possible.

- a. Use tweezers or thumb and forefinger grasping as close to the skin as possible. Do not use a hot match, needle, etc.
- b.
 - b. Pull away from the skin with steady pressure or lift the tick up slightly and pull parallel to the skin. Do not twist or pull suddenly.

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- c. Wash the area with soap and water.
- d. If signs of infection appear, seek medical attention immediately.

9. Lacerations

A laceration is a cut produced by an object which may leave a smooth or jagged wound through the skin, the subcutaneous tissues, the underlying muscles and associated nerves and blood vessels. Initial treatment is the following:

- a. Control the bleeding
- b. Prevent further contamination
- c. Immobilize the part and keep the victim quiet

10. Impaled foreign objects

Occasionally an object such as a knife, splinter of wood, or piece of glass will be seen in a puncture wound. This is called an impaled foreign object. In addition to local control of bleeding, one must follow three rules in treating a person who has an impaled foreign object in his body.

- a. Do not remove the object. Its removal may cause severe hemorrhage or damage of nerves or muscles lying close to the object. Try to stop any bleeding from the entrance wound by direct pressure but avoid exerting any force on the impaled object itself or on tissue directly adjacent to its cutting edge.
- b. Use a bulky dressing to stabilize the object. The impaled foreign body itself should be incorporated within the dressing so that its motion after the bandage is applied is reduced.
- c. Transport this victim promptly to the hospital with the object still in place. Ordinarily it will require an operation for its removal so that the tissues immediately around the impaled object may be examined directly and treated if they are injured.

If it is necessary to shorten a very long impaled object to allow transportation of the victim, remember that even the slightest movement may cause severe additional

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pain, hemorrhage, or damage of the tissue around it. Before an object is cut off, it must be made quite secure and any motion transmitted to the victim must be minimal. Pain is a factor aggravating shock in the victim who has undergone severe hemorrhage. It must be avoided whenever possible.

11. Puncture wounds

A puncture wound may result from a gunshot wound. Obvious external bleeding is usually not severe from a puncture wound because it is so small. However, these instruments, particularly bullets, may injure major vessels within body cavities and cause rapid, fatal bleeding within the chest or abdomen. There is no way for the officer to assess the amount of damage sustained from a puncture wound. Ordinarily this requires an exploratory operation in the chest, the abdomen, or the extremity involved.

Extensive damage should always be suspected. Some puncture wounds, especially those in extremities, may traverse the entire limb or body cavity to exit on the opposite side. These are perforating (through-and-through) wounds. The officer should always seek an exit wound, especially in the case of a gunshot injury.

12. Sprains

Sprains are injuries to the ligaments about a joint or to the joint covering itself which produce undue stretching or actual tearing of these tissues. Most are caused by a sudden twist or wrench when running or walking. Initial treatment on the range involves:

- a. Elevate injured part
- b. Apply cold packs on injured parts

13. Dislocations

This injury occurs when the bones which form the joint slip out of place and may result from a fall or direct blow.

- a. Symptoms include:
 - (1) Rigidity and loss of function of the injured part
 - (2) Unnatural shape of the affected joint

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(3) Severe pain and marked swelling about the joint

b. Treatment

Immobilization of the area should be made. Setting the dislocation should be made at a medical facility

Request for Medical Transport

Immediately after an injury occurs, medical transport should be requested. The Range Master should insure that complete directions to his range are given to the facility responding to the scene. He/she should also make arrangements for a training staff member to accompany the victim to the medical facility.

14. Lead poisoning

a. Lead poisoning may pose a serious health hazard to individuals constantly exposed to this byproduct of firearms training.

Symptoms of lead poisoning are:

- (1) Abdominal pain
- (2) Fatigue
- (3) Nausea
- (4) Headaches
- (5) Constipation
- (6) Subtle mood changes
- (7) Irritability
- (8) Depression

Increased lead levels in the body may also result in muscle pain and weakness, weight loss, anemia, impotence, convulsions and renal failure.

b. Once the primer ignites, the powder lead particles are expelled into the air. Particles also shear off the projectile as it travels down the barrel and are expelled.

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Particles may be found on brass casing as well as the projectile itself.

- c. To aid in decreasing the exposure to lead poisoning, observe the following suggestions:
 - (1) Do not smoke or eat on the range.
 - (2) Do not place shell casing in a cap or hat while policing.
 - (3) Wear a mask when sweeping a hard surface or paved range.
 - (4) Wash hands prior to eating.
 - (5) Remember that clothing, arms, face, hair, etc. will contain lead particles.

H. First Aid Equipment

In order to help someone, each instructor should ensure that a first-aid kit is readily available. This basic kit should include, but is not limited to, the following items:

- 1. 4" x 4" bandages
- 2. Band-aids
- 3. Eye wash solution
- 4. Tweezers
- 5. Antiseptic (alcohol, peroxide, etc.)
- 6. Gauze pads
- 7. Ace bandage
- 8. Tape
- 9. Ice pack
- 10. Mouth piece for CPR
- 11. Rubber gloves

III. Conclusion

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A. Summary

During this class we have discussed various types of accidents and injuries, their symptoms and initial treatment (which may occur on the range).

B. Questions from Class

C. Closing Statement

Each firearms instructor must be aware of the inherent possibility of an accidental injury occurring on the range. The initial care and stabilization of the victim is the Range Master's responsibility, one which may ultimately save a life. Every instructor should enroll in a first aid class in his working area. Today I have presented possible accidents which you may encounter at your firing range. To be able to handle these emergencies requires more detailed training.

Title: Legal Issues

Lesson Purposes: To familiarize the participant with the use of deadly force, the provisions of law regarding carrying a firearm -- a

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deadly weapon -- and the provisions of North Carolina General Statutes Chapter 74C as it pertains to the armed licensees and armed security guard.

Training Objectives: At the end of this block of instruction, the student will be able to achieve the following objectives in accordance with information received during this instructional period:

1. Define "Justified Self Defense."
2. Describe a situation when an armed security guard and armed licensee may use deadly force.
3. List five areas where the carrying of a concealed weapon is prohibited.
4. Discuss the provisions of North Carolina General Statutes 74C as it pertains to an armed security guard and armed licensee.
5. List the training requirements of an armed security guard and armed licensee.

Hours: Four (4)

Materials Required: PowerPoint Projector
Pen/Pencil/Marker
Chalkboard, Whiteboard or Easel with Pad

References: See Bibliography

Prepared By: R. Steven Johnson, North Carolina Justice Academy
Date Prepared: July 2000

Revised by: Jeffrey P. Gray
Date Revised: November 2008

Revised by: Jeffrey P. Gray
R. Steven Johnson
Date Revised: October 2011

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Revised by:	Jeffrey P. Gray
Date Revised:	August 2013
Revised by:	Jeffrey P. Gray R. Steven Johnson
Date Revised:	January 2014
Revised by:	Jeffrey P. Gray
Date Revised:	March 2015
Revised by:	Jeffrey P. Gray
Date Revised:	August 2015
Revised by:	Jeffrey P. Gray
Date Revised:	August 2016
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Date Revised:	May 2023
Revised by:	Jeffrey P. Gray
Date Revised:	November 2023
Revised by:	Jeffrey P. Gray R. Steven Johnson
Date Revised:	October 2024

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Title: Legal Issues

I. Introduction

A. Opening Statement

The legal aspects of carrying a weapon and understanding the provisions of law that allow an armed security guard or armed licensee to use deadly force are critical to the performance of the armed security guard or licensee's job. Understanding where one can carry a firearm and when that firearm can be used is of paramount importance and a great personal responsibility to the armed security guard or licensee.

B. Student Performance Objectives

(Note: Display PowerPoint screen or overhead transparency "Training Objectives.")

C. Reasons

Given the responsibility of carrying a firearm and possibly utilizing that weapon while in performance of one's duties, it is important that the armed security officer and licensee understand all the provisions of not only carrying a deadly weapon but the provisions of law that allow for the use of that firearm.

II. Body

For simplicity, the body of this course will use the term "armed security guard" to include both armed security guards and armed licensees.

A. Legal Issues for the Armed Security Guard

1. Use of deadly force

a. If the shooting of a person or thing does not meet legal guidelines, the security guard could face criminal charges, and the guard and employer could face civil liability as well. The guard could also face administrative action and the employer could face action from the Private Protective Services Board.

b. The use of deadly force by a security guard is the same as it is

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for a private citizen in North Carolina. A person is justified in using deadly force only when it appears to be reasonably necessary to defend himself or a third person from what he reasonably believes to be the use or imminent use of deadly physical force.

As used in this course, “deadly force” means force that is likely to kill or inflict life-threatening injury. A “deadly weapon” is any object capable of being used in a manner that causes death or life-threatening injury. Note: In North Carolina a firearm is a deadly weapon and any use of a firearm against a person is the use of deadly force.

The dangerousness of the conduct determines the authority to use deadly force.

Failure to use the proper level of force for the situation constitutes “negligence.” For purposes of this course, “negligence” means a failure to use that degree of care a reasonable and prudent person would use under like circumstances.

The use of force – deadly or non-deadly – is an intentional act but an intentional act can nonetheless be negligent.

The use of force is a “strict liability” situation, which means the armed security guard can be held responsible no matter the circumstances or the intent.

An armed security guard or armed licensee must, therefore, use reasonable care to avoid injury to others.

c. Statutory Embodiment of Case Law

North Carolina law recognizes various circumstances in which a person may lawfully use force against the threat of harm. Through decades of decisions, North Carolina’s appellate courts have recognized the right to defend oneself, other persons, and one’s home and property, among other interests, and have developed rules on when those rights apply and amount to a defense to criminal charges.

In 2011, the North Carolina General Assembly enacted

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N.C.G.S. 14-51.2, 14-51.3, and 14-51.4 to address several of the circumstances in which a person may use defensive force. These statutory changes restated the law in some respects and broadened it in others. North Carolina already had an existing “intruder law” governing use of deadly force in a home, but this statute, generally, did not apply to instances where an armed security guard might have to use deadly force.

For example, the 2011 changes to the defensive-force statutes recognized the right to use deadly force against a forcible, unlawful intrusion into a motor vehicle. If faced with such a threat, a person often would have had the right to use deadly force under existing doctrines as well – namely, the right to defend oneself and any other vehicle occupants and also to prevent the commission of a dangerous felony. A person would have had the right to raise these defenses and have the jury instructed on them, in addition to the new defense of motor vehicle rights, in light of the general principle that a person may rely on multiple defenses that arise from the evidence and the statement in N.C.G.S. § 14-51.2(g) that the statute “is not intended to repeal or limit any other defense that may exist under the common law.”

As another example, following the 2011 changes the courts now have to incorporate the statutory presumption of lawfulness, applicable to the use of deadly force against a forcible intrusion into a home, motor vehicle, or workplace. The 2011 modifications of the law allowed a person to use deadly force against a forcible intrusion into a home, motor vehicle, or workplace. The law had always allowed a person to use deadly force against such intrusions, but the courts were then required to consider the new presumption in evaluating whether the State has offered sufficient evidence to withstand a motion to dismiss by the defendant and, in cases that go to the jury, have to give appropriate instructions explaining the presumption.

N.C.G.S. § 14-51.2 modifies defense of habitation (called “defense of home” in the statute), and explicitly recognizes a comparable defense for the workplace, and adopted a new defense involving motor vehicles. All involve defending against forcible intrusions into those areas under the circumstances described in the statute. Most important, the

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statute creates a presumption of lawfulness in the sense that if a lawful occupant of a home, motor vehicle, or workplace uses deadly force against an intruder and meets the other conditions in the statute, the occupant is presumed to have held a reasonable fear of imminent death or serious bodily harm to himself, herself, or a third person. The statute states that the presumption is rebuttable and does not apply in five detailed instances, as when “the person against whom the defensive force is used has the right to be in or is a lawful resident of the home, motor vehicle, or workplace, such as an owner or lessee, and there is not an injunction for protection from domestic violence or a written pretrial supervision order of no contact against that person.”

N.C.G.S. § 14-51.3 addresses the right to use deadly and non-deadly force to defend oneself and others. The statute tracks the courts’ traditional approach to these rights in most respects, but it introduced new principles or at least clarify existing ones. For example, the statute states that a person is justified in using deadly force and does not have a duty to retreat in any place he or she has the lawful right to be if the person reasonably believes that such force is necessary to prevent imminent death or great bodily harm to himself, herself, or a third person. The statute does not limit this principle to cases involving a home, motor vehicle, or workplace. Under current law, a person has no duty to retreat in comparable circumstances (that is, when a person is faced with a felonious assault), but the statute’s express statement of the principle requires the court to instruct the jury about it in all cases.

N.C.G.S. § 14-51.4 describes the circumstances in which a person is not entitled to rely on the defenses in N.C.G.S. § 14-51.2 and N.C.G.S. § 14-51.3. For example, when a person is the aggressor by initially provoking the use of force against himself or herself. Again, these circumstances are similar in many respects to those traditionally recognized under the law, but differences exist, which requires close comparison of the statute to existing doctrines by our courts.

d. Justified Self-Defense

(Note: Display PowerPoint screen or overhead transparency “Justified Self Defense.”)

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A person is legally justified in using deadly force against another ***IF AND ONLY IF:***

- (1) The person actually believes deadly force is necessary to prevent an imminent threat of death, or great bodily harm, and
- (2) The facts and circumstances prompting that belief would cause a person of ordinary firmness to believe deadly force was necessary to prevent an imminent threat of death, or great bodily harm, and
- (3) The person using deadly force was not an instigator or aggressor who voluntarily provoked, entered, or continued the conflict leading to deadly force, and
- (4) Force used was not excessive, i.e. it was not greater than reasonably needed to overcome the threat posed by a hostile aggressor.

(Note: Display PowerPoint screen or overhead transparency with below questions.)

In order for a person to have a “perfect self-defense”, the questions must be answered as follows:

- Was I in imminent threat of death, great bodily harm, or serious sexual assault? ****Yes***
- Would a person of ordinary firmness agree with me? ***Yes***
- Was I the instigator or aggressor who provoked the conflict? ***No***
- Was force used excessive? ***No***

In the event that any of the questions were answered incorrectly, the person would then have an “imperfect self-defense” and could be charged with a crime.

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For an armed security guard, the answer to question three should always be “**No.**” Confronting a person in a lawful, official manner does not make a security guard the “instigator” or “aggressor” in a situation.

****Not all sexual assaults justify the use of deadly force.*** Much of the law on justified self defense in North Carolina was written before the legislature redefined sexual offenses in this State. Basically, there are two categories of sexual offenses: 1) “rape”, and 2) “sexual assaults.” Therefore, if it is not rape it is sexual assault. Many sexual assault offenses do not meet the standard for inclusion in the justified self-defense formula. **ONLY** sexual assaults that have a risk of death or great bodily harm should be included.

- e. There are also instances where moral judgment dictates that a guard or licensee hold his or her fire even though the use of deadly force is legally justified.
- f. In essence, the decision of when to shoot depends on a multitude of facts, i.e., the threat, available cover, and bystanders. There is no absolute formula that can be applied.

2. Deadly force NOT ALLOWED

Deadly force is not allowed in the following instances:

a. Protection of Property

Under **NO** circumstances can deadly force be used to protect property. **Deadly force CANNOT be used to stop a thief BEFORE, DURING or AFTER the theft.**

b. Trespassers

Trespassers may be in violation of the law, but the law **DOES NOT ALLOW DEADLY FORCE TO END THE TRESPASS.**

c. Arresting a Criminal or Preventing a Criminal’s Escape

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Security guards have no power of arrest.

Security guards do have the right to detain in certain situations. The right to detain is not the right to arrest. Reasonable non-deadly force may be used if lawful according to N.C.G.S. 15A-404(c). **Deadly force to detain is NOT lawful.**

However, if any of these three instances escalate into a situation justifying deadly force, force may be used.

(Note: Display each of three PowerPoint screens or overhead transparencies with above.)

3. Understanding the use of force.

Three factors must be shown for a guard to be legally justified in using deadly force or justified self-defense:

(Note: Write the below on chalkboard or flipchart.)

- a. Ability
- b. Opportunity
- c. Jeopardy

A person must have true present **ability** to physically harm the armed security guard or another person. For example, the person has a gun, vehicle, axe, baseball bat, etc.

The armed security guard must also reasonably believe that the “weapon” is capable of killing or inflicting serious bodily injury.

The **opportunity** for the person to cause death or serious bodily injury to the armed security guard or another person must be present.

The armed security guard or another person must be in actual **jeopardy** of death or serious bodily injury. For example, threats accompanied by some type of aggressive action would indicate jeopardy.

The armed security guard will have the burden of proving that the force used against him or her was deadly in nature!

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What is “excessive force”? It is more force than is (was) necessary to accomplish a result, for example:

- using a firearm when other means appropriate or available
- excessive gunfire
- deadly force after suspect down
- deadly force against a fleeing suspect not actively using deadly force

What is “negligent force”? Negligent force is the use of force in a manner that endangers others, for example:

- firing in a crowded area
- firing “randomly”/”blindly”

Also, (instruct your students to) never fire a “warning shot” unless the armed security guard has the right to use deadly force and company policy allows the firing of a warning shot.

A firearm is considered to be an inherently dangerous instrumentality which requires a high degree of care in its use.

There are rarely incidents of an “accidental discharge”; however, there are “unintentional discharges “ or ”negligent discharges” as a result of human error (even in manufacturing.)

4. Use of Force Continuum

(Note: All armed security guard applicants who received the PPSB unarmed guard training should have received this training.)

Use of force is often portrayed in a continuum. The “Use of Force Continuum” defines levels of force from minimum to maximum. The continuum is as follows:

- a. **Presence:** Psychological force established through the guard’s arrival or presence and the symbols of authority often represented by a uniform, badge, etc. Guard positioning, stance, posture and demeanor often serve to prevent problems.
- b. **Verbal:** Conversation, advice, commands, or instructions utilized by the guard to control or de-escalate a confrontation.

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- c. **Soft Hand Control:** Techniques that have a low probability of injury such as joint locks or pressure points.
- d. **Hard Hand Control:** Techniques that have a higher probability of injury such as punches, kicks or stuns.
- e. **Chemical:** Use of aerosols such as Mace, CN, OC, etc.
- f. **Impact Weapons:** Use of such items as batons, ASP, etc.
- g. **Deadly Force:** CANNOT BE USED FOR DETENTION unless the person presents an imminent threat of death or serious physical injury to the guard or others.

In order to use the techniques beyond Presence and Verbal, the guard should receive additional training in defensive techniques, use of impact weapons, use of a taser, or the use of aerosols such as OC, etc.

There may be employee and client policies that may dictate the guard's options. There are several laws and statutes in North Carolina that regulate the actions of security guards. Guards should be acquainted with these laws.

A security guard, like any citizen, must witness the crime through one or more of the senses of sight, hearing, smell, touch or taste.

5. Use of Force During Detention

In every detention situation, the security guard must be firm and be prepared to protect himself as well as others. Security guards must consider every detention to be dangerous. The unpredictability of human behavior makes all detentions serious business. Common sense demands that the guard remain alert at all times. Never make a detention alone if it can be avoided. Call for help if you can when there is no imminent danger to human life.

Examples:

- a. In making your rounds of the plant you discover a person on the property without proper authority. He is trespassing. You ask him to leave and he does. No problem. You have handled the situation properly. But suppose he refuses to leave? Call

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law enforcement and let them handle it.

- b. Now suppose when you asked him to leave he began using obscene language and threatened to punch you in the nose? Our violator is now committing a misdemeanor which constitutes a breach of the peace, and he is threatening you personally. You should protect yourself and call law enforcement. Be prepared to describe the offender when law enforcement arrives.

6. Understanding Civil and Criminal Liability

Civil liability can arise in either State or federal court.

State civil court: In an action for negligence, personal injury, general tort law, etc. It can be against the individual armed security guard, the agency, the employer of the agency and its insurance company, etc.

Federal civil court: In an action under 42 USC Chapter 21, § 1983 (“a 1983 action”) for a violation of civil rights (“any right, privilege, or immunity secured by the Constitution or any law”). It too can be against the guard, individually, the agency, the employer of the agency and/or the insurance company.

State criminal court: Criminal liability can arise in State court with the most likely charge being “assault” (N.C.G.S. § 14-34), especially “. . . by pointing a gun,” or “assault with a deadly weapon.”

7. Review of Authority of Security Guards.

Although this is a “firearms certification course” it is important that the powers of armed (or unarmed) security guards be briefly mentioned. Security guards in North Carolina only have the “detention authority” of a private person found in N.C.G.S. § 15A-404, entitled “Detention of offenders by private persons.” This statute provides as follows:

- a. No arrest; detention permitted.

Only arrest as in N.C.G.S. § 15A-405 (i.e. at request of a law enforcement officer).

Private person may only detain.

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- b. When detention permitted.

“Probable cause” to believe that person detained has committed, in his or her presence, one of the following:

1. Felony
2. Breach of peace
3. Crime involving physical injury to another person; or
4. Crime involving theft or destruction of property

- c. Manner of detention.

“Reasonable manner” considering: 1) offense involved, and 2) circumstances (e.g. location, etc.)

- d. Period of detention.

Earliest of: 1) determine no offense committed, or 2) surrender to law enforcement officer

8. Legal restrictions on possession of firearms

With certain narrow exceptions that do not apply to security guards, no citizen may possess a firearm, open or concealed, on designated properties hereafter described, and only citizens with a valid permit can carry a concealed handgun on some properties. Citizens who do not have a concealed carry permit or do not qualify for an exemption cannot carry a concealed firearm on or about their person off their own premises. Property where no firearm, open or concealed, is allowed is called herein NO FIREARM. Property where a concealed handgun cannot be carried by a permit holder is called herein NO CONCEALED HANDGUN. In general, armed security guards have the same rights to carry a firearm as a private citizen; however, the legal ability to possess a firearm in certain instances does not practically allow for the security guard to carry a firearm.

A Concealed Handgun Carry Permit alone is not sufficient to allow an armed guard to carry concealed. The armed security guard must also comply with additional regulations of the Private Protective Services Board as set forth in N.C.G.S. § 74C-13. If the armed security guard is required to carry a concealed handgun while on duty, the guard must first obtain a Concealed Carry Handgun Permit from the sheriff.

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The guard must then notify the Board and make application to carry a concealed handgun in performance of his or her duties. After the proper documents are submitted to the Board, a concealed handgun permit endorsement is indicated on the guard's armed registration card.

1. Prohibited carry areas:

(Note: Write a. through i. below on chalkboard, whiteboard or flip chart as discussing.)

a. Where Owner Forbids Firearms (or Dangerous Weapon): NO FIREARM.

A lawful occupant in charge of property has the right to deny to any person, or order a person to leave, if the person possesses any dangerous weapon, including a firearm. No permit entitles a private person to carry a firearm, open or concealed, on the private property of another against the wishes of the owner. N.C.G.S. § 14-159.12 & N.C.G.S. § 14-159.13.

b. Educational Property: NO FIREARM

Educational property is generally that of any public or private educational institution. Included are the buildings, grounds, recreation and athletic areas, buses, etc., used or operated by the institution. The educational institution may be a nursery school or a university. N.C.G.S. § 14-269.2(b). However, certain distinctions are now made between public and nonpublic educational institutions in certain instances.

In 2007, the legislature created two exemptions to this statute that directly affect armed security guards. Armored car service guards and armed courier service guards registered pursuant to Chapter 74C of the General Statutes, in the discharge of their duties, and with the permission of the college or university, may possess a firearm on college or university property. Similarly, armed security guards on the premises of a hospital or health care facility located on educational property, in the discharge of their duties, and with the permission of the college or university, may possess a firearm on college or university property. N.C.G.S. § 14-

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269.2(g)(5) & (6).

In 2013, the legislative made numerous changes to the firearms laws in North Carolina. One of the most notable changes relaxed the laws prohibiting the possession of a weapon on educational property. However, as a practical matter, these changes did nothing toward facilitating armed guards on educational property. There were no changes made to the law regarding carrying a weapon on one's person.

An employee of the institution possess a handgun (only) on the premises of a public institution of higher education (i.e. college or university) or a private institution of higher education if not otherwise prohibited by the private institution: 1) in a detached, single-family dwelling in which the employee resides, and 2) the employee has a Concealed Handgun Carry Permit, or does not have a permit and the handgun remains in the residence (with limited exceptions.)

The same is also true for employees of any other public or nonpublic school if the school provides residential housing.

Further, any person who possesses a Concealed Handgun Carry Permit (or is exempt from obtaining a permit pursuant to Chapter 14, Article 54B of the General Statutes) may possess a handgun on educational property so long as it is in a closed compartment or container within the person's locked vehicle or in a locked container securely affixed to the person's vehicle. However, a nonpublic (i.e. "private") school may still post its property against the possession of weapons open or concealed, and any violation is a felony.

The fact that many churches and other religious meeting places also include on their premises "educational institutions" as defined by N.C.G.S. § 14-269.2(b), the carrying of any weapon by a private citizen, including an armed security guard, has been prohibited. Effective December 1, 2023, the General Assembly enacted Session Law 2023-8, entitled "Protect Religious Meeting Places," which amends N.C.G.S. § 14-269.3 by adding a new subsection, "(K1)," that first excludes property owned by a local board of education or county commission, educational property that is an institution of higher education or a nonpublic post secondary educational

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institution, and property that is posted against carrying a concealed handgun, then allows persons with a concealed handgun permit to carry a handgun on property that is both a school and a building that is a place of religious worship outside of school operating hours.

c. **Assembly Where Admission Fee is Charged: NO FIREARM**

Any place where an admission fee is charged such as movie theaters, etc. N.C.G.S. § 14-269.3.

Another notable change to the firearms laws in 2013 was to the general prohibition on possession of firearms in assemblies where an admission fee is charged. Any person who possesses a Concealed Handgun Carry Permit (or is exempt from obtaining a permit) may possess a handgun in such places. However, the prohibitions in Chapter 14, Article 54B of the General Statutes as to posting against concealed carry (N.C.G.S. § 14-159.12 & § 14-159.13) and carrying a concealed handgun while consuming alcohol or an illegal controlled substance (N.C.G.S. § 14-415.11(c)) still apply.

According to N.C.G.S. § 14-269.3(b)(4), this section does not apply to “a person registered or hired as a security guard by the owner, lessee, or person or organization sponsoring the event.”

d. **Alcoholic Beverages Sold and Consumed: NO FIREARM**

Any establishment where alcoholic beverages are BOTH sold and consumed such as restaurants, bars, etc. N.C.G.S. § 14-269.3.

A third notable change to the firearms laws in 2013 was to the general prohibition on possession of firearms in establishments where alcohol is sold or consumed. Any person who possesses a Concealed Handgun Carry Permit (or is exempt from obtaining a permit) may possess a handgun in such establishments. However, the prohibitions in Chapter 14, Article 54B of the General Statutes as to posting against concealed carry (N.C.G.S. § 14-159.12 & § 14-159.13) and carrying a concealed handgun while consuming alcohol or an

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illegal controlled substance (N.C.G.S. § 14-415.11(c)) still apply.

According to N.C.G.S. § 14-269.3(b)(4), this section does not apply to “a person registered or hired as a security guard by the owner, lessee, or person or organization sponsoring the event.”

Note: The 2013 changes to the law therefore allowed an armed private investigator to lawfully carry a concealed handgun in an establishment that serves alcohol so long as the private investigator is not consuming alcohol.

e. **Courthouses, State Buildings, and Federal Property: NO FIREARM**

Firearms are prohibited on certain State property, however exceptions are provided for a firearm in a closed compartment or container within the person’s locked vehicle or in a locked container securely affixed to the person’s vehicle (N.C.G.S. § 14-269.4) for persons with a Concealed Handgun Carry Permit and for highways and rest areas regardless of whether the person has a Permit. N.C.G.S. § 14-269.4 and § 14-415.11(c3).

In addition, N.C.G.S. § 14-415.11(c) prohibits concealed handguns in offices of the State or federal government to include buildings housing only offices of federal or State government or in any office used by the State or federal government in any other building.

Note: The 2013 changes added numerous other groups of persons exempted from the prohibition of N.C.G.S. § 14-415.11(c) if the person has a Concealed Handgun Carry Permit, including a district attorney, an assistant district attorney, an investigator employed by the office of the district attorney, district and superior court judges, magistrates, elected clerks of court, elected registers of deeds, and administrative law judges. Effective September 22, 2023, Department of Adult Correction employees designated in writing by the Secretary of the Department were added to the list of exempted persons. The employee must have in his or her possession written proof of the designation. Further, S.L. 2023-134, the State Budget Act, added judges of the North

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Carolina Court of Appeals and N. C. Supreme Court Justices to the list of judges exempt from N.C.G.S. § 14-269.4 effective July 1, 2023.

- f. Parades, Demonstrations, Funeral, Picket Line: NO FIREARM

Previously, firearms were prohibited, with limited exceptions in, or as a spectator at, these events by N.C.G.S. § 14-277.2. However, the changes by the legislature in 2013 limited the prohibition to any parade, funeral procession, picket line, or demonstration “upon any private health care facility or upon any public place owned or under the control of the State or any of its political subdivisions” (i.e. a municipality or county.) These same changes now also allow possession by any person with a Concealed Handgun Carry Permit (or who is exempt from obtaining a permit) at a funeral or a parade.

Firearms are still prohibited in, or as a spectator, at these events for any person without a permit or if the premises have been posted against carrying a concealed handgun.

According to N.C.G.S. § 14-277.2, an armed security guard, as a “person authorized by State . . . law to carry dangerous weapons in the performance of their duties,” may possess a firearm.

- g. In a Law Enforcement or Correctional Facility: NO CONCEALED HANDGUN

A law enforcement facility means any building or premises occupied by a law enforcement agency or correctional agency of the state, a county, a municipality, a company police agency, or a campus law enforcement facility. N.C.G.S. § 14-415.11(c).

However, effective December 1, 2023, the legislature amended N.C.G.S. § 14-415.27 to allow a civilian employee of a law enforcement agency with a valid North Carolina or out-of-state concealed handgun permit to carry a concealed handgun in a law enforcement facility so long as the person has been designated in writing by the agency head to carry the handgun and has in his or her possession written proof of the

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designation. The agency head may rescind this designation at any time.

h. Anywhere a Conspicuous Sign Posted: NO CONCEALED HANDGUNS

A concealed handgun cannot be carried on any premises where a conspicuous notice is posted or statement is made by the person in charge that carrying a concealed weapon or a firearm is prohibited. Carrying a weapon on posted property becomes a trespass. Entry on the property is conditional based on the person NOT bringing a firearm onto the property. N.C.G.S. § 14-415.11(c).

i. Consuming Alcohol or Illegal Controlled Substances Prevents Carrying a Concealed Handgun: NO CONCEALED HANDGUN

A concealed handgun may not be carried when a person has alcohol or illegal controlled substances in the bloodstream, **with or without a permit**. Any consumption of alcohol or illegal controlled substances violates a permit's authority. There is not a legal limit or recognized level of alcohol in the bloodstream such as in the impaired driving law. N.C.G.S. § 14-415.11(c2).

(Note: Display Powerpoint screen or overhead transparency "Prohibited Carry Areas.")

9. Special laws governing armed armored car service guards

As a general rule, the statutes and rules of the North Carolina Private Protective Services Board authorizing the carrying of firearms in the performance of duty do not allow the possession or carrying of a firearm outside the State. However, armed armored car service guards registered pursuant to N.C.G.S. 74C-13(a1)(1a) and 14B NCAC 16 Subsection .1400 are authorized by federal law to possess and carry firearms anywhere in the United States by virtue of his or her North Carolina registration. This exception is set forth in 15 U.S.C. 5902, *et seq.*, the Armored Car Industry Reciprocity Act of 1993.

10. Statutes and administrative rules governing firearms

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a. N.C.G.S. § 74C-13

The law governing firearms and firearms training is found in N.C.G.S. § 74C-13. However, additional provisions are found in the Board's administrative rules.

Chapter 74C, Section 13, Subsection (a)(1a), entitled "Armed licensee or registered employee required to have firearm registration permit; firearms training," provides as follows:

(a) It shall be unlawful for any person performing private protective services duties to carry a firearm in the performance of those duties without first having met the qualifications of this section and having been issued a firearm registration permit by the Board, unless exempted from training under G. S. 74C-13.1.

(1) Armed private investigator. A licensed private investigator who, at anytime, wears, carries, or possesses a firearm in the performance of duty.

(1a) Armed security guard. An individual employed by a contract security company or a proprietary security organization whose principal duty is that of an armed security watchman; armed armored car service guard; armed alarm system company responder; or armed courier service who at any time wears, carries, or possesses a firearm in the performance of duty.

(4) Armed armored car guard. An individual employed by a contract armored car company, who has a principal duty of an armored car service guard, and who, at any time, wears, carries, or possesses a firearm in the performance of duty.

(b) It shall be unlawful for any person, firm, association, or corporation and its agents and employees to employ an armed security guard or an armed private investigator and knowingly authorize or permit the armed security guard registrant or armed private investigator to carry a firearm during the course

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of performing his duties as an armed security guard if the Board has not issued him a firearm registration permit under this section or if the person, firm, association, or corporation permits an armed security guard to carry a firearm during the course of performing his duties whose firearm registration permit has been suspended, revoked, or has otherwise expired.

- (1) A firearm registration permit grants authority to the armed security guard, while in the performance of his duties or traveling directly to and from work, to carry any firearm approved by the Board and not otherwise prohibited by law. The use of any firearm not approved by the Board is prohibited.
- (2) All firearms carried by authorized armed security guards or armed licensees in the performance of their duties shall be owned or leased by the employer. Personally owned firearms not leased to the employer shall not be carried by an armed security guard in the performance of his duties.
- (c) The applicant for a firearm registration permit shall submit an application to the Board on a form provided by the Board.
- (d) Each firearm registration permit issued under this section shall be in the form of a pocket card designed by the Board and shall identify the contract security company or proprietary security organization by whom the holder of the firearm registration permit is employed. A firearm registration permit expires one year after the date of its issuance and must be renewed annually unless the permit holder's employment terminates before the expiration of the permit....
- (d1) Each firearm registration permit issued under this section to an armed private investigator shall be in the form of a pocket card designed by the Board and shall identify the name of the armed private investigator. While carrying a firearm and engaged in private protective services, the armed private investigator shall carry the firearms registration permit issued by the Board, together with valid identification, and shall disclose to any law enforcement officer that the person holds a valid permit and is carrying a firearm, whether concealed or in plain view, when approached or addressed by the law enforcement officer, and

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shall display both the permit and the proper identification upon the request of a law enforcement officer. A private investigator firearm registration permit expires one year from the date of issuance and shall be renewed annually. The Board may require all permit holders to complete continuing education courses approved by the Board before renewal of their permits.

- (e) If an armed security guard terminates his or her employment with the contract security company or proprietary security organization, the firearm registration permit expires and must be returned to the Board within 15 working days of the date of termination of the employee.
- (g) The Board may suspend, revoke, or deny a firearm registration permit if the holder or applicant has been convicted of any crime set forth in N.C.G.S. §74C-8(d) or for violation of this section or rules promulgated by the Board to implement this section. The Director may summarily suspend a firearm registration permit pending resolution of charges for any of the offenses set forth in N.C.G.S. § 74C-12 or any crime set forth in N.C.G.S. §74C-8(d).
- (h) The Board and the Secretary of Public Safety shall establish a firearms training program for licensees and registered employees to be conducted by agencies and institutions approved by the Board and the Secretary of Public Safety. The Board and the Secretary of Public Safety may approve training programs conducted by a contract security company and the security department of a proprietary security organization, if the contract security company or security department of a proprietary security organization offers the courses listed in subdivision (1) of this subsection and if the instructors of the training program are certified trainers approved by the Board and the Secretary of Public Safety:
 - (1) The basic training course approved by the Board and the Secretary of Public Safety shall consist of a minimum of four hours of classroom training which shall include all of the following:

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- a. Legal limitations on the use of handguns and on the powers and authority of an armed security officer,
- b. Familiarity with this section,
- c. Range firing and procedure and handgun safety and maintenance, and
- d. Any other topics of armed security officer training curriculum which the Board deems necessary.

This is a minimum under the Board's law; its administrative rules require more.

- (2) Any applicant for a firearm registration permit must fire a minimum qualifying score to be determined by the Board and the Secretary of Public Safety on any approved target course approved by the Board and the Secretary of Public Safety.
- (3) A firearms registrant must complete a refresher course and shall re-qualify on the prescribed target course prior to the renewal of his firearm registration permit.
- (4) The Board and the Secretary of Public Safety shall have the authority to promulgate all rules necessary to administer the provisions of this section concerning the training requirements of this section.

b. N. C. G. S. § 74C-13.1

In 2022 the General Assembly enacted Session Law 2022-66 which created four exemptions to the law governing the firearms training requirements of N. C. G. S. § 74C-13.

Chapter 74C, Section 13.1, Subsection (a), entitled "Exemption from firearms training requirements," now provides as follows:

- (a) The following persons shall be exempt from the firearms training requirements of G.S. 74C-13:

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- (1) Any person who has successfully completed the North Carolina Basic Law Enforcement Training (BLET) and the first year of probationary employment.
 - (2) Persons who have retired or separated in good standing within three years preceding the date of application, including by years of service or medical disability, as sworn law enforcement officer from a federal, state, county, or municipal law enforcement agency that included in their duty the use and qualification of a firearm.
 - (3) Military personnel who have been honorably discharged within three years preceding the date of application, and whose military occupational specialty included Military Police or Criminal Investigative Division (CID) within three years preceding the date of application.
 - (4) Employees of a nuclear power plant that are required to comply with 10 C.F.R. § 73.55 Appendix B, "Training and Qualification of Security Personnel," as supplemented by the United States Nuclear Regulatory Commission Regulatory Guide 5.75.
- (b) An applicant claiming an exemption contained in subsection (a) of this section must provide the Board documentation, as appropriate.
 - (c) The Board shall deny the exemption claimed by the applicant if the applicant fails to provide the documentation, as appropriate, as described in subsection (b) of this section.
 - (d) The applicant must qualify within the first three attempts on the required firearm qualification course when applying for an exemption under this section. If the applicant fails to qualify on the firearm training course, the

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applicant shall be required to undergo the entire 20-hour course of instruction.

- (e) When utilizing this exemption, the applicant must complete the legal block of instruction required by G. S. § 74C-13(h)(1) and the Board's administrative rules.

c. N.C.G.S. § 74C-11

Chapter 74C, Section 11, is entitled, "Probationary employees and registration of regular employees ..."

Session Law 2022-66 also amended N.C.G.S. § 74C-11 to add subsection (g) which provides as follows:

During a disaster declaration or state of emergency declared by the Governor, a licensee may employ a person properly registered or licensed as an armed security guard in another state, provided that the licensee, prior to deploying the armed security guard in this State, submits to the Director all of the following:

- (1) The name, address, and social security number of the armed security guard.
 - (2) The name of the state of current registration or licensing of the armed security guard.
 - (3) Proof of completion of the 4-hour training course mandated by N.C.G.S. § 74C-13(h)(1)a. and 14B NCAC 116 .0807(c)(1), administered by a North Carolina certified trainer.
 - (4) Qualification by a firearms instructor certified by the Board, based on the firearm the armed security guard intends to carry, meeting the qualification requirements approved by the Board and the Secretary of Public Safety for each firearm.
- (h) The Director may approve the employment of the armed security guard in this State if the person meets all of the

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requirement of subsection (g) of this section. Qualification under subsection (g) of this section shall be valid for a 12-month period. The duration of the deployment of an armed security guard from another state by a licensee shall not exceed the length of the disaster declaration or state of emergency.

c. 14B NCAC Subchapter 16

The Private Protective Services Board's rules are found in Title 14 of the North Carolina Administrative Code in Subchapter 16.

1. .0807 Training Requirements for Armed Licensees and Registrants
 - (a) Applicants for an armed security guard firearms registration permit shall first complete the basic unarmed security guard training set forth in 14B NCAC 16 .0707.
 - (b) Private investigator, close personal protection, or any other licensees applying for an armed permit shall first complete a training course consisting of the courses set forth in 14B NCAC 16 .0707(a)(1) and (2) (i.e. basic security guard and legal block) and all additional training requirements set forth in section .0800.
 - (c) Applicants for an armed guard firearm registration permit shall complete a basic training course for armed security guards which consists of at least 20 hours of classroom instruction including:
 - (1) legal limitations on the use of handguns and on the powers and authority of an armed security guard including but not limited to, familiarity with rules and regulations relating to armed security guards (minimum of four hours);

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- (2) handgun safety, including but not limited to, range firing procedures (minimum one hour);
- (3) handgun operation and maintenance (minimum three hours);
- (4) handgun fundamentals (minimum of eight hours); and
- (5) night firing (minimum of four hours).

Subparagraph (c)(2), “operation” under subparagraph (c)(3), and subparagraph (c)(4) shall be completed prior to the applicant’s participation in range indoor.

- (d) Applicants . . . shall attain an 80 percent score on the firearms course established by the Board and the Secretary of Public Safety, a copy of which is on file in the Director’s office once in three consecutive attempts. Should a student fail to attain a score of 80 percent accuracy, the student shall be given a second opportunity to qualify once in three consecutive attempts on the course of fire the student did not pass. Failure to qualify after the second series of attempts shall require the student to repeat the entire basic training course for armed security guards. All attempts must take place within 20 days of the completion of the initial 20 hour course. For rifle qualification all shots shall be located on the target.

For rifle qualification all shots shall be located on the target.

Should a student fail to attain a score of 80 percent accuracy as referenced above, the student will be given an additional three attempts to qualify on the course of fire he or

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she did not pass. Failure to meet the qualification after three attempts shall require the student to repeat the entire Basic Training Course for Armed Security Guards. All additional attempts must take place within 20 days of the completion of the initial 20 hour course.

- (e) All initial training required by .0807 shall be administered by a certified trainer and the training required by subsection (c) of .0807 and the initial training for a rifle or a shotgun shall be completed no more than 90 days prior to the date of application for the licensee permit or armed security guard firearm registration permit.
- (f) All applicants for an armed security guard registration permit must obtain training under the provisions of this Section using their duty weapon and duty ammunition or ballistic equivalent ammunition, to include lead-free ammunition that meets the same point of aim, point of impact, and felt recoil of the duty ammunition, for all weapons.
- (g) No more than six new or renewal armed security guard applicants per one instructor shall be placed on the firing line at any one time during range activity.
- (h) Applicants for re-certification of an armed licensee permit or an armed security guard firearm registration permit shall complete a basic re-certification training course for armed security guards which consists of at least four hours of classroom instruction and shall be a review of the requirements set forth in subparagraphs (c)(1) through (c)(5) of .0807 subparagraph (c)(2), operations under subparagraph (c)(3), and subparagraphs (c)(4) and (5) shall be reviewed prior to range firing, and maintenance under

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subparagraph (c)(3) may be reviewed after range firing. The recertification course is valid for 180 days after completion of the course. Applicants for recertification of an armed security guard firearm registration permit shall also complete the requirements of paragraph (d) of .0807.

- (i) An armed guard currently registered with one company may be registered with a second company. Such registration shall be considered “dual.” The registration with the second company will expire at the same time that the registration expires with the first company. An updated application shall be required, along with the digital photograph, updated criminal records checks and a forty dollar (\$40.00) registration fee. If the guard’s duty firearm for all companies is the same make and model, then no additional firearms training is required. The licensee shall submit a letter stating the guard will be carrying the same make and model weapon. If the guard will be carrying a weapon of a different make and model, the licensee shall submit a letter to the Board advising of the make and model of the weapon the guard will be carrying and the guard shall be required to qualify at the firing range on both the day and night qualification course. The qualification score is valid for 180 days after completion of the course.
- (j) To be authorized to carry a standard 12 gauge shotgun in the performance of their duties as an armed security guard, an applicant shall complete, in addition to the requirements of Paragraphs (a), (c), and (d) of .0807, six hours of classroom training which shall include the following:
 - (1) legal limitations on the use of the shotgun (minimum of one hour);

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- (2) shotgun safety, including but not limited to, range firing procedures (minimum of one hour);
 - (3) shotgun operation and maintenance (minimum of one hour);
 - (4) shotgun fundamentals (minimum of two hours); and
 - (5) night firing (minimum of one hour).
- (k) An applicant may take the additional shotgun training at a time after the initial training in .0807. If the shotgun training is completed at a later time, the shotgun certification shall run concurrent with the armed registration permit.

In addition to the requirements set forth in paragraph (j) of .0807, applicants shall attain a score of at least 80 percent accuracy on a shotgun range qualification course approved by the Board and the Secretary of Public Safety, a copy of which is on file in the Director's office.

- (l) Applicants for shotgun re-certification shall complete an additional one hour of classroom training as set forth in Paragraph (j) of .0807 and shall also complete the requirements of paragraph (d) of this rule.
- (m) To be authorized to carry a rifle in the performance of his or her duties as an armed security guard, an applicant shall complete, in addition to the requirements of paragraphs (a), (c), and (d) of .0807, 16 hours of classroom training which shall include the following:
- (1) legal limitations on the use of rifles (minimum of one hour);

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- (2) rifle safety, including range firing procedures (minimum of one hour);
- (3) rifle operation and maintenance (minimum of one hours);
- (4) rifle fundamentals (minimum of ten hours); and
- (5) night firing (minimum of two hours).

Subparagraph (m)(2), “operation” under subparagraph (m)(3), and subparagraph (m)(4) of .0807 shall be completed prior to the applicant’s participation in range firing.

- (n) The applicant shall pass a skills course that tests each basic rifle skill and the test of each skill shall be completed within three attempts.
- (o) An applicant may take the additional rifle training at a time after the initial training in subsection (c) of this Rule. If the rifle training is completed at a later time, the rifle certification shall run concurrent with the armed registration permit. In addition to the requirements set forth in Paragraphs (m) and (n) of this Rule, applicants shall attain a score of at least 80 percent accuracy on a rifle range qualification course adopted by the Board and the Secretary of Public Safety, a copy of which is on file in the Director’s office.
- (p) Applicants for rifle recertification shall complete an additional one hour of classroom training covering the topics set forth in paragraph (m) of .0807 and shall also complete the requirements of Paragraph (d) of this rule.

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- (q) Upon written request, an applicant for an armed licensee permit or an armed security guard firearm registration who possesses a current firearms trainer certificate shall be given, a license permit or firearms registration permit that will run concurrent with their trainer certificate upon completion of an annual qualification with their duty firearms as set forth in paragraph (d) of this rule.
- (r) An armed licensee or armed security guard is required to qualify annually both day and night with any duty firearm. If the licensee or security guard fails to qualify on any course of fire, the licensee or security guard shall not carry a firearm until such time as he or she meets the qualification requirements. Upon failure to qualify the firearms instructor must notify the licensee or security guard verbally that he or she is no longer authorized to carry a firearm and the firearms instructor must notify the employer and the Board staff in writing on the next business day following the failure to qualify.
- (s) A firearms training certificate of an armed security guard remains valid even if the guard leaves the employment of one company for the employment of another. The range qualifications shall remain valid if the guard will be carrying a firearm of the same make, model, and caliber and no additional firearms training shall be required. The licensee shall submit a letter stating the guard will be carrying the same make and model firearm. If the guard will be carrying a firearm of a different make and model, the licensee shall submit a letter to the Board advising of the make, model and caliber of the firearm the guard will be carrying and the guard shall be required to qualify at the firing range on both the day and night qualification course. The qualification score is valid for 180 days after

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the completion of the course. However, nothing herein shall extend the period of time the qualification is valid.

2. .1407 Training Requirements for Armed Armored Car Service Guards

While there are some variations between the basic unarmed guard training course and the basic unarmed armored car service guard training course, which are a prerequisite to becoming an **armed** guard for either, however the firearms training is identical.

The other administrative rules governing armed armored car service guards (i.e. 14B NCAC 16 .1403 through .1406) merely refer to the corresponding rule for armed guard firearms requirements.

3. .0806 (dedicated light system & declared state of emergency)

.0806 primarily addresses the renewal of the firearm registration permit itself, but was the logical place to put a 2019 amendment to the administrative rules.

Effective November 1, 2019, 14B NCAC 16 .0806(e) provides that a registered armed security guard may utilize a dedicated light system or gun-mounted light for requalification. (Note: 14B NCAC 16 .0904(d) allows the same for firearms trainers during requalification **as a registered armed guard**.)

This rule change is for requalification, ONLY.

Also, first adopted as an emergency rule in May 2020, both 14B NCAC 16 .0806, for armed guard renewal, and 14B NCAC 16 .0904, for firearms trainers renewal, now have a provision for a “declared state of emergency.” Subparagraph (f) provides that the deadline for requalification can be extended up to 90 days beyond the effective period of the state of emergency. The renewal is issued conditionally and automatically expires on the 90th day if requalification requirements have not been met.

4. .0808 Concealed Carry

- (a) The Board does not have authority to issue a Concealed Handgun Carry Permit. However, a licensee, trainer, or registrant who has complied with all provisions of N.C.G.S.

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Chapter 14, Article 54B and applicable rules adopted by the N.C. Criminal Justice Education and Training Standards Commission pursuant thereto and has been issued a current concealed handgun permit by a sheriff may carry a concealed handgun after complying with the concealed handgun provisions for training and qualifications set forth in paragraph (b) of this rule.

- (b) A licensee, trainee, registrant or firearms trainer shall comply with each of the following requirements to carry a concealed handgun while engaged in a private protective services business:
 - (1) Hold a current Armed Security Guard Registration Permit by complying with all requirements for armed registration as prescribed in 14B NCAC 16 Subsection .0800.
 - (2) Complete standards set forth by the N.C. Criminal Justice Education and Training Standards Commission to include knowledge of North Carolina firearms laws including the limitation on concealed handgun possession on specified property and within certain buildings.
- (c) Upon application to the Board, a licensee, trainee, registrant or firearms trainer meeting the requirements of .0808 shall be issued a concealed handgun endorsement to the current Armed Security Guard Registration Permit for the term of the Armed Security Guard Registration Permit without additional permit fees, but any additional training costs necessary to comply with .0808 shall be borne by the applicant. The endorsement shall be renewed at the time of the Armed Security Guard Registration Permit renewal pursuant to this rule on payment of the armed security guard registration renewal fee and proof of possession of a current Concealed Handgun Carry Permit. There shall be no additional fee for the concealed handgun endorsement renewal.

N.C.G.S. § 14-415.12A(b) provides that a person licensed or registered by the Board as an armed security guard who has a firearm registration permit issued in compliance with N.C.G.S. § 74C-13 is deemed to have satisfied the requirement under N.C.G.S. § 14-

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415.12(a)(4) that an applicant successfully complete an approved firearms safety and training course. **However, a 2023 determination by the N. C. Criminal Justice Education and Training Standards Commission concluded that a firearms instructor that holds only a PPSB certification may no longer teach the concealed handgun firearms safety and training course. The certified PPSB instructor must hold one of the other listed instructor certificates.**

The exemptions from the concealed handgun law's requirements for retired law enforcement officers **does not** exempt a retired law enforcement officer from the requirements of 14B NCAC 16 .0808 except as provided for in (new) N.C.G.S. §74C-13.1(a)(2).

5. .0809 Authorized Firearms

All armed licensees or registrants, which includes armed security guards, armed armored car service guards and armed private investigators, are authorized, while in the performance of official duties or traveling directly to and from work, to carry a standard revolver from .32 caliber to .357 caliber, a standard semi-automatic pistol from .354 caliber to .45 caliber, any standard 12 gauge shotgun, or any standard semi-automatic or bolt-action .223, .308 or 5.56 x 45 mm NATO caliber, or any above handgun caliber rifle as long as the licensee or registrant has been trained pursuant to 14B NCAC 16 .0807. For purposes of this Section, a "standard" firearm means a firearm that has not been modified or altered from its original manufactured design.

6. .0904 (dedicated light system & declared state of emergency)

.0904 primarily addresses the renewal of the firearms trainer certificate itself, but was the logical place to put a 2019 amendment to the administrative rules.

Effective November 1, 2019, 14B NCAC 16 0.0904(e) provides that a certified firearms trainer may utilize a dedicated light system or gun-mounted light for requalification as a registered armed guard, **but not as a trainer.**

As with .0806 this rule change is for requalification, ONLY.

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Also, first adopted as an emergency rule in May 2020, both 14B NCAC 16 .0806, for armed guard renewal, and 14B NCAC 16 .0904, for firearms trainers renewal, now have a provision for a “declared state of emergency.” Subparagraph (f) provides that the deadline for requalification can be extended up to 90 days beyond the effective period of the state of emergency. The renewal is issued conditionally and automatically expires on the 90th day if requalification requirements have not been met.

7. .0110 Reporting Requirements

14B NCAC 16 .0110 sets forth reporting requirements for any criminal charge that constitutes grounds to deny, suspend or revoke a license, registration or certificate. These requirements impose a duty on a licensee to report any registrant or certificate holder and a duty on a licensee, registrant and certificate holder to self-report.

Subsection (c) of .0110 contains requirements for the reporting of firearms discharges.

If a licensee, trainee, registrant or certificate holder discharges a firearm while engaged in the private protective services business, the licensee shall notify the Board either in person or by telephone no later than the first business day following the incident. The licensee shall also file a written report to the Board within five business days of the incident. In the report, the licensee shall state the name of the individual who discharged the firearm, the type of weapon discharged, the location of the incident, the law enforcement agency investigating the incident, the events leading to the discharge of the firearm, and any bodily injuries occurring from the incident. This rule shall not to apply to a weapon that is discharged during a training course that has been approved by the Board.

8. .0806, .0904 and .1406 Renewal

The Board’s administrative rules provide an automatic extension of time for armed security guards (14B NCAC 16 .0806), armed armored car service guards (14B NCAC 16 .1406(d)) and firearms trainers (14B NCAC 16 .0904(b)) who are members of the armed forces.

Members of the armed forces whose registration is in good standing and to whom G.S. 105-249.2 grants an extension of time to file a tax

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return are granted that same extension of time to pay the registration renewal fee and to complete any continuing education requirements prescribed by the Board. A copy of the military order or the extension approval by the Internal Revenue Service or by the North Carolina Department of Revenue must be furnished to the Board.

III. Conclusion

A. Summary

It is imperative that the armed licensee or armed security guard have a keen understanding of the issues of deadly force and what the armed licensee or guard's rights and responsibilities are, and that the licensee or guard be prepared to exercise those rights in the proper manner. The provisions of Chapter 74C of the General Statutes regarding the armed security guard, and its related administrative rules, are very complex. It is important that the licensee or guard who will be carrying a firearm understand the provisions of this statute and comply with them.

B. Questions from Class

(Note: Display PowerPoint screen or overhead transparency "Training Objectives.")

C. Closing Statement

Armed licensees and security guards must understand the provisions of law regarding the use of deadly force. The licensee or guard must understand the realities of the law versus the myths of the law. Carrying a firearm is a tremendous responsibility. Acting in accordance with the provisions of Chapter 74C of the General Statutes and those laws dealing with carrying a firearm and the use of that deadly weapon carry that same responsibility.

1. International Association of Law Enforcement Firearms Instructors, IALEFI Standards and Practices Guide (Laconia, NH: International Association of Law Enforcement Firearms Instructors, 1995), p. 76.

2. Parts List Manual (Springfield, MA: Smith & Wesson), p. 4.

3. The Basics of Pistol Shooting (Washington, DC: NRA, 1991), p. 39.

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4. Ibid., pp. 37-38, 40-41.
5. Brian A. Felter, Police Defensive Handgun Use and Encounter Techniques (Englewood Cliffs, NJ: Prentice-Hall, Inc., 1988), pp. 271-278.
6. Parts List Manual, pp. 5, 24.
7. Gregory Boyce Morrison, The Modern Technique of the Pistol (Paulden, AZ: Gunsite Press, 1991), pp. 32-33.
8. Ibid., pp. 35-36.
9. Felter, Police Defensive Handgun, p. 73.
10. Morrison, The Modern Technique of the Pistol, pp. 71-74.
11. Felter, Police Defensive Handgun, p. 74.
12. Morrison, The Modern Technique of the Pistol, pp. 87-88.
13. Duke Roberts and Allen P. Bristow, An Introduction to Modern Police Firearms (Beverly Hills, CA: Glencoe Press, 1974), pp. 42-43.
14. Ibid., pp. 41-42.
15. Felter, Police Defensive Handgun, pp. 94-105.
16. IALEFI Standards and Practices Guide, p. 236.
17. Felter, Police Defensive Handgun, p. 78.
18. Bruce K. Siddle, Sharpening the Warrior's Edge (Millstadt, IL: PPCT Research Publications, 1995).
19. Morrison, The Modern Technique of the Pistol, pp. 69-70.
20. Felter, Police Defensive Handgun, p. 78.
21. Ibid., pp. 300-305.
22. Morrison, The Modern Technique of the Pistol, pp. 117-120.
23. Ibid., pp. 41-52.
24. Felter, Police Defensive Handgun, p. 260.
25. Ibid., pp. 251-254.

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26. Felter, Police Defensive Shotgun, p. 145.
27. Ibid., p. 177.
28. Ibid., p. 190.
29. Jeff Cooper, Fireworks, A Gunsite Anthology (Rogue River, OR: The Janus Press, 1980), pp. 125-130.
30. Charles R. Skillen and Mason Williams, American Police Handgun Training (Springfield, IL: Charles C. Thomas Publisher, 1977), pp. 8-15.
31. Felter, Police Defensive Handgun, p. 138.
32. Siddle, Sharpening the Warrior's Edge, pp. 8, 43-44.