**SAMPLE POLICE DEPARTMENT**

**SIMUNITION® Use & Training Safety**

NOTE: The following guidelines address both safety and policy and are for internal use only. This document does not nor is intended to enlarge an employee’s civil or criminal liability in any way. It should not be construed as the creation of a higher standard of safety or care in an evidentiary sense with respect to third-party claims. Violations of these guidelines if proven, can only form the basis of a complaint by this department and then only in a non-judicial administrative setting.

###### PURPOSE AND SCOPE

###### The purpose of this policy is to provide for the operation and use of SIMUNITION® as a part of reality/scenario-based use of force training by the SAMPLE Police Department. This policy is applicable to all individuals present and/or participating in any training conducted by or for the SAMPLE Police Department, including department personnel, other law enforcement agency’s personnel, or others.

###### POLICY

1. SIMUNITION® training may be provided to department personnel in order to maintain and improve proficiency in the use of firearms while providing tactical training in reality-based scenarios. Training may also be provided to other law enforcement agencies and their personnel in specific circumstances and with the express written permission of the SAMPLE Police Department Chief of Police.
2. Other law enforcement agencies and/or their personnel may be required to meet additional prerequisites in order to participate, e.g., memorandum of understanding, proof of insurance, liability release, etc. Agencies or individuals may contact the Chief of Police for more information.
3. The training may incorporate the following aspects of training:
4. Use of firearms under stress conditions.
5. Firearms in Low Light conditions.
6. Decision Making / Judgment, AKA Shoot / Don’t Shoot training, and testing.
7. Participation in SIMUNITION® training is by permission only. The safety of all individuals is a primary concern, and all individuals will adhere to the highest standards of safety.
8. All individuals present at the designated SIMUNITION® training location, whether participating or observing, shall adhere to all guidelines listed herein. All procedures and rules listed herein will be strictly enforced.

###### DEFINITION

###### Firearms Training Instructor (FTI): Individual assigned to plan, coordinate, and conduct reality/scenario-based training using SIMUNITION®. Every training session will have a FTI present for the entire session.

###### Training Safety Officer (TSO): Individual assigned to ensure that safety procedures are followed, and any safety concerns are addressed before, during, or after any hands-on training. Every training session will have a TSO present for the entire session.

1. Participant: Any individual present within the designated training area including students, role-players, instructors, or others.

###### PROCEDURE

###### Safety is everyone’s responsibility when conducting reality or scenario-based training. SIMUNITION® training has a specific set of safety protocols which must be followed.

###### Participants may question any action that could be a breach of safety protocols.

###### All SIMUNITION® training shall be planned, including date and time, location, designated participants, development of scenarios, and safety plan, and approved by the Chief of Police.

###### General Firearms Safety

1. In addition to the procedures listed herein, all department Firearms and Range Operations Procedures remain apply and shall be adhered to.
2. Despite their modifications, firearms modified to only shoot SIMUNITION® ammunition are classified as firearms and the following general safety rules should be followed by all participants:
	1. Treat all weapons as if they are loaded.
	2. Keep your finger off the trigger and outside the trigger guard until you positively identify an imminent threat, and you are ready to engage.
	3. Be aware of your weapon’s muzzle at all times. It should not be pointed at anything you are not willing to kill or destroy.
	4. Be situationally aware of your arc of fire, from your muzzle to the target and beyond.
	5. If a weapons malfunction occurs, clear the weapon, fix the malfunction without assistance, reload, and continue.

###### Safety Plan

1. The Training Safety Officer (TSO) will conduct a Safety Briefing for all participants onsite prior to the initiation of the actual training, including a review of these guidelines and completion of the safety checklist and requirements listed therein. (SEE ATTACHMENT A)
2. The training area will be established by the Firearms Training Instructor (FTI) and the TSO and clearly marked with barricade tape prior to initiation of any training including all entry points.
3. All training staff (FTI, TSO, etc.) shall wear reflective traffic safety vests or other brightly colored shirts for easy identification.
4. All participants will be instructed to leave any and all weapons or other prohibited items in their vehicles, including but not limited to:
5. Firearms, including blank rounds
6. Ammunition, including magazines
7. Chemical Agents
8. Edged Weapons / Sharp Instruments
9. Impact Weapons
10. TASER
11. Flash or other diversionary devices
12. All participants will be searched a minimum of three times (self-check, instructor pat-down, instructor metal detector) prior to entering the training area.
13. Only firearms modified to only shoot SIMUNITION® ammunition are allowed in the training area. Simulated training props which look like weapons are allowed in the training area with approval of the FTI and TSO. All training weapons will be issued to participants as needed, such as:
14. SIMUNITION® modified firearms
15. Inert OC
16. Red or Blue TASER
17. Red or Blue knives
18. Red or Blue firearms
19. Training batons
20. Training handcuffs
21. Training weapons issued to role-players, will occur inside the training area but outside the view of the students.
22. Each participant will be provided mandatory safety gear including head, eye, and throat protection that must be worn during training. Groin protection is also mandatory and will be provided by the participant.
23. Once participants are inside the barricade tape barrier, the entry will be closed, and no additional entries will be allowed.
24. If anyone not participating in the class enters the training area at any time, the FTI or TSO shall be notified immediately. If this situation occurs during an active/live scenario, shout “CEASE FIRE” immediately and stop all training.
25. If a participant leaves the training area for any reason, the FTI or TSO must be notified. Anyone leaving the training area will be re-searched before re-entry.
26. Assigned personnel will monitor the crime scene tape barrier to ensure that no one enters undetected.
27. Additional Safety Information
28. Participants must always display safety awareness and good judgment. Safety rules will be strictly adhered to throughout the training.
29. A training cycle begins when the Training Safety officer (TSO) is satisfied with the training area security, that everyone is wearing the proper clothing and protective equipment, and the intended scenario is safe. The Training Safety Officer (TSO) is the only person that can grant permission for the training cycle to begin.
30. The training cycle will start after the TSO gives the Firearms Training Instructor (FTI) the signal “ALL CLEAR”. The FTI will then announce that the range is “HOT.”
31. Students will be instructed by the FTI to load and make ready weapons. When instructed to load and make ready weapons, weapons shall be pointed in a safe direction, charged, re-holster/sling the weapon, and prepare for the scenario.
32. At no time will any loaded weapon ever leave the immediate training area.
33. At no time shall any participant remove any of his/her safety equipment, until the training area has been called “COLD” by the FTI.
34. If the face mask or any other piece of mandatory equipment becomes dislodged during training, the affected participant shall immediately protect the exposed area with their hands, kneel or become prone, shout out “CEASE FIRE” and wait for all action to stop. Replace the equipment when it is safe to do so.
	1. SHOTS TO UNPROTECTED EYES CAN CAUSE PERMANENT EYE DAMAGE.
35. If any participant sees anything at any time that is unsafe, they may stop training by shouting “CEASE FIRE, CEASE FIRE!” All participants will pass along this command, until all training has been stopped.
36. Upon hearing the signal to “CEASE FIRE”, all participants shall immediately:
	1. Stop all action.
	2. Pass on the signal verbally or by waving your hand, fingers extended and palms facing out, in front of your face to other participants.
	3. Point any weapons in a safe direction and wait for further instructions.
	4. Until instructed otherwise, keep all safety gear in place.
37. No weapons disarmament will be attempted by any role-player, without direct approval from the TSO and FTI.
38. There will be no abusing, brutalizing, or rough treatment of the role-players.
39. Example: If you are moving to handcuff, use a good contact cover technique, communicate, holster weapon, move in, and touch the person you wish to handcuff. The TSO will call the subject handcuffed and the role-player will be restricted in movement as if handcuffed.
40. The TSO has the final authority to make any adjustments necessary to ensure safety of all participants.
41. There will be a full head count of all personnel and all weapons will be CLEARED and SAFE before the range is called “COLD” by the FTI.
42. Horseplay or joking around will not be tolerated.
43. Any injuries or mishaps shall be reported as soon as possible to the FTI or TSO.
44. Mishap Procedures
45. In the event of a serious injury, mishap, or accident occurs, the nearest person will shout “CEASE FIRE, CEASE FIRE,” until all training has been stopped. Anyone can call a cease fire.
46. Upon hearing the signal to “CEASE FIRE”, all participants shall immediately follow the guidelines listed above.
47. If necessary, the Firearms Training Instructor (FTI) will make a head count and give the command to “CLEAR AND MAKE SAFE ALL WEAPONS”.
	1. While facing in a safe direction, clear your weapon, leaving the action open.
48. Once all personnel have been accounted for, all weapons have been determined to be clear, and the declared range safe, all participants will return to the staging area and stand-by for further instructions.
49. Scenarios / Role-Play
50. Role-players will be briefed on the respective scenario(s) and their specific role(s). All role-players must have all required safety gear on properly before starting the training scenario.
	1. Role-players must follow the exact directions provided - Do not ad lib.
51. The Training Safety Officer (TSO) will control the start and stop of each scenario. Scenarios will begin with the sounding of a whistle or air horn and completed pursuant to the instructions in these guidelines.
52. As students complete the specific scenario, they shall return to the staging area and await the next scenario (repeat for each scenario).
53. At the conclusion of all scenarios, the training is complete.
54. Students will systematically return all protective gear and all training weapons before leaving the training area.
55. Participants shall not discuss the scenarios with anyone outside your immediate team until the conclusion of entire training event.

APPROVED: CHIEF OF POLICE DATE

**I have read, fully understand, and agree to strictly adhere to the stated conditions listed in the SIMUNITION® Use and Training Safety:**

OFFICER / PARTICPANT DATE

TRAINING SAFETY OFFICER DATE

FIREARMS TRAINING INSTRUCTOR DATE

***DISCLAIMER***

***NOTE****: These documents are being provided to you from the AMIC/MWCF Loss Control Division and are not intended to be legal advice. They do not identify all the issues surrounding a particular topic. Laws and “Best Practices” change and policies must be continually reviewed and updated as needed. Public agencies are encouraged to review their procedures with an expert or an attorney who is knowledgeable about the topic. Reliance on this information is at the sole risk of the user.*

**SIMUNITION® Training Safety Checklist ATTACHMENT A**

***All Sections will be initialed by the Training Safety Officer (TSO) to ensure that any safety concerns are addressed before beginning any hands-on training. Every training session will have a TSO present for the entire session, in addition to the Firearms Training Instructor (FTI). The TSO or FTI can stop training at any time safety is at risk.***

1. Review of department SIMUNITION® Training Safety Rules with all participants. (Read verbatim and provide opportunity to ask questions or clarify any concerns) YES \_\_\_\_\_
2. All participants searched a minimum of three times (self-check, instructor pat-down, instructor metal detector) prior to entering the training area. YES \_\_\_\_\_
3. **Lethal Concerns**

a) Identify all zones and staging area. Safety sweep conducted of the safe zone and all participants for lethal items prior to anyone entering. YES \_\_\_\_\_

b) All firearm that have not been modified to fire the non-lethal live FX Marking Cartridges, magazines that have not been inspected, and lethal ammunition have been removed from the immediate training area. YES \_\_\_\_\_

c) All firearms to be used in this training has the proper SIMUNITION® Weapons Conversion Kits installed. YES \_\_\_\_\_

d) All magazines to be utilized in this training have been issued and inspected by the Training Safety Officer (TSO) and marked with brightly colored blue tape. YES \_\_\_\_\_

e) TSO has checked to ensure no ammunition or cartridges of any kind are carried in anyone’s pockets. YES \_\_\_\_\_

f) Only approved and issued simulated training prop weapons in the training area. YES \_\_\_\_\_

**3. Protective Equipment:**

a) TSO ensured that all participants are wearing proper protective clothing. This includes all personnel identified as staff, students, role-players, and support personnel. Clothing includes duty equipment, body armor, and uniforms, minus the lethal items. Clothing for role-players includes fully covers the arms, legs, and hands. YES \_\_\_\_\_

b) TSO inspected, issued, and discussed proper usage of head, eye, throat, and groin protection to be worn at all times by participants directly involved in or near the training area. YES \_\_\_\_\_

c) Groin area protected with hard athletic cup style groin protector for males and females if marking cartridges are being used. YES \_\_\_\_\_

TSO Signature Date