



TEXAS SOUTHERN UNIVERSITY
DEPARTMENT OF PUBLIC SAFETY



STANDARD OPERATING PROCEDURE

SUBJECT Duty Weapons / Lethal & Less-Lethal		NO. OF PAGES: 3
REFERENCE: Policy B-7, B-23, B-25	EFFECTIVE DATE: Jan. 1, 2009	REVIEW DATE:
General Order 028	SPECIAL INSTRUCTIONS/SUPERSEDES:	ISSUING AUTH.:

PURPOSE: To establish departmental policy regarding carry and use of duty weapons.

A. General Specifications:

1. Only weapons and ammunition that meet agency authorized specifications, approved by the Chief of Police, and registered with the department may be used by officers in their law enforcement responsibilities while on and off-duty.
2. Officers will not carry any weapon unless first having demonstrated proficiency with that weapon.
3. The Chief of Police may authorize officers to carry personally owned weapons on or off-duty once the officer has demonstrated proficiency with that weapon.
4. When off-duty, officers may carry a weapon provided they have obtained the approval of the Chief of Police. Officers will refrain from carrying a firearm while engaged in activities that would make the carrying of a firearm inherently dangerous, improper, or impractical. An officer may not be subject to disciplinary action if an occasion should arise in which the officer could have taken action but did not do so because they were unarmed.
5. The above provisions pertain to normally carried side arms and not to weapons that may be carried during events such as, but not limited to, hunting, target practice, or competitive shooting.
6. Nothing in this policy shall be construed to prevent officers from using any weapon at their disposal to protect themselves or third parties from death or serious bodily injury in a bona fide emergency.

B. Inspection and Care of Firearms:

1. Officers are expected to clean and care for their duty weapons as instructed by the weapon manufacturer.
2. All weapons will be inspected by a firearms instructor during firearms proficiency qualification. Any weapon deemed unsafe by a firearms instructor or departmental armorer will be removed from service until that firearm is repaired or replaced.
3. Officers will not, in any way, alter or modify the trigger or any other part of a duty weapon without written permission from the department armorer. Each employee will, by every practical means, secure all weapons from unauthorized access.
4. A record of firearm type, model, description, and serial number for each authorized firearm shall be maintained by the department.
 - a. For department issued firearms that data will be maintained by the procurement officer and range master.
 - b. For personally owned firearms that data will be maintained by the departmental

range master at the initial proficiency demonstration and subsequent proficiency demonstrations. This data, as well as ammunition data, will be recorded on the departmental "Personally Owned Firearm Authorization Form" (attachment).

C. Training:

1. In compliance with the policy of the Office of Chief of Police, All personnel authorized to carry firearms are required to fire a qualifying score with all firearms authorized to be carried on duty once per year.
2. The Firearms & Qualification Standards policy addresses training, proficiency, and qualification standards.
3. In-service training for less-lethal weapons will be conducted biennially. (OC spray and expandable baton)

D. Texas Concealed Handgun Law:

1. This policy prohibits non-commissioned or civilian employees who obtain a concealed handgun permit from carrying a weapon on the property of Texas Southern University.

E. Handgun:

1. Handguns authorized by the department will be of the following calibers; 9 mm, 38 caliber, 40 cal., 45 cal. and 357.
 - a. Officers will be allowed to carry firearms of lesser calibers as a backup or secondary weapon as approved by the Chief of Police our designee.
2. Off-duty ammunition will be limited to Winchester, Remington, Federal, or Speer brands or as approved by the department range master.

H. Chemical Agents and Munitions:

1. Oleoresin Capsicum (OC) Spray [a.k.a. "Pepper Spray"]
 - a. OC spray is an optional piece of equipment that officers may carry.
 - b. Officers choosing to carry OC spray must have successfully completed a department approved training program and have been specifically authorized to carry it.
 - c. Only department approved OC spray is authorized for use when on-duty or in a Department uniform.

I. Batons:

1. The baton is an optional piece of equipment that officers may carry.
2. Only department authorized batons may be carried.
3. Officers will not be allowed to carry a baton until they have successfully completed a department approved training program and have been specifically authorized to carry it.
4. Officers shall not alter or modify an approved baton. (A replacement end cap does not constitute a modification.)

APPROVED:

Roger Byars
Chief of Police

Date

Review and Responsibility

Responsibility Party: Texas Southern University Department of Public's Safety's
Command Staff

Review: Review will be conducted every even numbered

Retention: Original on file in the Office of the Chief of Police

Approval: Roger D. Byars, Director for Public Safety/Chief of Police

Date of Approval: September 1, 2008

