



Subject: Special Assignment Weapons		
Date Issued: 11-19-99	Effective Date: 06-30-11	Revision Number: 3

POLICY

The Racine Police Department has developed a policy that governs the use and types of firearms carried by personnel during assignments that have special circumstances that may preclude the use of the members' designated primary weapon.

DEFINITIONS:

Primary Weapon means the handgun that must be carried by any on-duty member during the member's tour of duty. The Department has specified that this handgun must be a Glock .40 or .45 ACP handgun with a standard 5-pound trigger. This may be a Department-issued handgun or one personally owned that is approved from a list maintained by the Department Training Officer.

Secondary Weapon means the handgun that a member chooses to carry as a supplementary weapon while on duty. This weapon will be personally owned. The weapon must be:

- Semi-auto pistol,
- .380 caliber or larger,
- Weapons must be double action (no cocked and locked single action weapons),
- Produced by a reputable major firearm manufacturer,
- Trigger pull similar to that of the primary weapon,
- If the weapon is .40 or .45 caliber, the officer must carry Department-issued ammo
- All other off-duty ammunition must be of jacketed hollow point configuration, manufactured by Federal, CCI, Remington or Winchester. This ammunition must be supplied by the officer.
- The officer must successfully complete an approved off-duty weapon qualification course developed by the Rangemaster
- The off-duty qualification course must include draw and recovery, malfunction clearing, movement and barricade use

Special Assignment Weapon means any weapon that is used (in a temporary capacity) to either supplement or replace the primary weapon. This weapon should (if practical) conform to the specifications set forth under the primary weapon definition of the secondary weapon definition. This weapon may be a Department-issued or personally-owned weapon.

PROCEDURE:

When it is determined that a **special assignment weapon** is necessary in addition to or in lieu of the member's primary weapon, the following steps shall be taken:

MEMBER:

Complete a memorandum to your immediate supervisor outlining the needs for a special assignment weapon.

SUPERVISOR:

1. Check the member's request and take the following factors into consideration:
 - a. Consider the duration of the assignment;
 - b. Consider whether the carry of the member's currently issued primary weapon would compromise the integrity of the investigation;
 - c. Consider whether the carry of the member's currently issued primary weapon would provide a "higher than normal" safety risk upon discovery of that weapon;

- d. The purpose of a special assignment weapon is to reduce the risk of compromising a specific investigation and reducing the opportunity for unnecessary risks to a member. It is not to circumvent the weapons' policy and permit members to carry as their primary, secondary or off-duty weapons, a weapon of a higher caliber than the Department's choice of .40 or .45.
2. If it is determined that the use of a special assignment weapon is needed, then forward the member's memorandum to the Shift/Unit Commander with your endorsement.
3. If it is determined that the use of a special assignment weapon is not warranted, return a memorandum to the member with an explanation.
4. If it is approved, continually monitor the usage of the special assignment weapon to ensure that when the circumstances no longer require its use, a memorandum is forwarded to the member stating that he/she is to:
 - a. Turn in any Department issued special assignment weapons or,
 - b. He/she is to refrain from using personally-owned special assignment weapons any longer.

**SHIFT/UNIT
COMMANDER:**

1. Review the member's request and the supervisor's endorsement.
2. If it is determined that the use of a special assignment weapon is not warranted, return a memorandum to the member with an explanation.
3. If it is determined that the use of a special assignment weapon is needed, then provide additional endorsements as necessary and forward to the Division Commander.
4. Upon receiving the Division Commander's approval and any accompanying requirements and limitations:
 - a. Meet with the member and his/her supervisor to ensure that the member understands that:
 - (1) He/she must use a Department-issued weapon for the purpose of the special assignment unless there isn't one available.
 - (a) If one is not available and the member is authorized to carry a personally owned weapon in this capacity:
 1. It must be a Department Training Officer approved weapon.
 2. The weapon must be registered with the Department Training Officer and inspected for serviceability.
 3. The weapon must be inspected by a certified Gunsmith or Armorer, annually, and proof of the inspection must be provided to the Department Training Officer.
 4. The Department will provide the ammunition to be carried if it is .40 or .45 caliber. Any other ammunition must fit the guidelines in the secondary weapon definition and must be supplied by the officer.
 5. The weapon cannot be carried until the member has successfully trained on that weapon.
 - (b) Failure to do so may be just cause for removal from the assignment.
 - (2) If a Department-owned weapon is used as a special assignment weapon, only Department-issued ammunition will be carried.
 - (3) He/she will insure that the weapon is cleaned and maintained frequently enough to ensure its serviceability.
 - (4) He/she must continue to successfully train with the weapon each training period for the duration of the special assignment. Failure to do so may be just cause for removal from the assignment.
 - (5) He/she may not use the special assignment weapon in an off-duty capacity unless:
 - (a) The special assignment weapon fits the off-duty weapons' policy or,
 - (b) The circumstances of the special assignment mandate the carry of the special assignment weapon (compromise the integrity of the assignment/safety of the member).
 - (6) He/she will ensure that no modifications (other than those approved for primary/secondary weapons) are done to the weapon.

- (7) He/she agrees to abide by all firearms-related policies.
- b. Ensure that a copy of the approval is forwarded to the Department Training Officer for filing.

**DIVISION
COMMANDER:**

1. Review the request for the special assignment weapon.
2. If it is determined that the use of a special assignment weapon is not warranted, return a memorandum to the member with an explanation. Forward a copy of the nonapproval to the Office of the Chief of Police for filing.
3. If it is determined that there is a necessity for a special assignment weapon:
 - a. Consult with the Department Training Officer to find out what Department-owned weapons may be available.
 - b. Establish a set of special requirements and limitations to include:
 - (1) A review of the need for the weapon that occurs, semiannually, or at the end of the special assignment, whichever is earlier. The use of a special weapon shall never be permitted to continue beyond the culmination of the specific assignment necessitating it.
 - (2) Any other criteria dictated by the nature of the assignment.
4. If no Department weapons are available, request a list of weapons from the Department Training Officer that have similar mechanical characteristics to the primary weapon already carried by the member.
5. Forward a memorandum back to the Shift/Unit Commander explaining the approval, as well as outlining any special requirements and limitations.
6. Forward a copy of the approval as well as the listing of special requirements and limitations to the Office of the Chief of Police for filing.

**RELATED
POLICIES:**

- [601 – Use of Deadly Force](#)
- [1401 – Carrying Firearms On Duty](#)
- [1402 – Carrying Firearms Off Duty](#)
- [1406 – Firearm Training and Proficiency](#)
- [Table of Contents](#)

**RELATED
STATUTES:**

- 66.305
- 175.40
- 939.10
- 939.45(4)
- 939.48