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ISSUED FIREARMS

- A. The Sig Sauer P-220 and P-239 are the primary handguns issued by the Bureau . The Smith and Wesson Model 342 is the Bureau issued handgun for undercover assignments. An issued Sig Sauer P-220 or P-239 , a Smith and Wesson Model 342 or authorized personal handgun must be readily available to Special Agents at all times while on duty. (Non-issued handguns must be a Sig Sauer "P" Series in calibers 380, 9mm, 40 or 45 auto or a Smith and Wesson J frame series in caliber 38 special).
- B. Agents who carry issued handguns or an authorized personal handgun on or off duty are required to have the Bureau issued badge or credentials in their possession unless they are actively engaged in an undercover assignment. When wearing the weapon on the belt, the agent should wear the badge on their strong side in a fashion so as to allow it to be visible in the event the weapon is drawn.
- C. No Agent will be permitted to possess or carry a concealed weapon off duty while the Agent is consuming or under the influence of any intoxicating beverage.
- D. A copy of the Bureau procedure concerning off-duty concealed-carry of firearms pursuant to North Carolina General Statute 14-269 will be filed with the necessary Clerks of Court.
- E. The Remington Model 870, 12 gauge shotgun is the primary shoulder weapon for the Bureau and will be issued to all Field Agents.
- F. The Remington 700 series rifle is authorized by the Bureau and is optional for issuance to selected members of the Special Response Team.
- G. The H & K Model MP-5 sub-machine gun and the H & K Model 69A-1 teargas/flare gun are authorized by the Bureau and are optional for issuance to selected members of the Special Response Team.
- H. The Benelli Super 90, 12 gauge shotgun is authorized by the Bureau and is optional for issuance to selected members of the Special Response Team.
- I. The Colt AR-15 rifle is authorized by the Bureau and is issued to all members of the Special Response Team.

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AMMUNITION

- A. Ammunition will be provided for all issued and approved personal firearms.
- B. Only firearms issued by the Bureau or approved by the Bureau and loaded with issued ammunition may be carried by Agents while conducting Bureau business.
- C. No modifications will be made on any ammunition.

NON-ISSUED FIREARMS/AMMUNITION

- A. An Agent may carry an authorized non-Bureau issued handgun off-duty if:
 - 1. The firearm has been inspected and approved by a Bureau armorer;
 - 2. Only Bureau issued ammunition is used with the weapon;
 - 3. The Agent is certified by a Bureau Firearms Instructor as being currently qualified with the non-issued handgun and the appropriate documentation of qualification is on file in the Training section;
 - 4. The Agent fires at least one qualifying score of 75% or higher out of two attempts in daytime and nighttime qualification; and
 - 5. Only one authorized personal handgun will be approved for on or off-duty carry.
- B. Qualification Procedure
 - 1. Agent has successfully completed the Bureau's training program for the handgun; and
 - 2. If the handgun is approved by a Bureau Armorer, the Agent will be given an opportunity to qualify with the weapon during regularly scheduled firearms training or at other times arranged with a Bureau Firearms Instructor.
 - 3. Upon qualification, the Bureau Firearms Instructor must complete form F-9A and submit it, and other required documentation to the Training Section.

CONCEALMENT OF WEAPON

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When armed, and the use or potential use of the weapon is not imminent, the weapon will remain concealed:

- A. When conducting interviews or interrogations unless environmental conditions necessitate otherwise.
- B. When attending court or scheduled meetings with non SBI personnel.
- C. When appearing before a group of individuals as a spokesperson for the SBI.

When armed, the weapon will remain concealed unless one of the following conditions exists:

- A. Use of the firearm is imminent;
- B. When wearing authorized utility clothing or uniform; or while performing investigative duties where a dress coat or suit coat would be restrictive or unnecessarily uncomfortable while performing such duties;
- C. While participating in formal firearms training.
- D. While in an SBI facility, other law enforcement agency office if approved by that agency.

Whenever the weapon is worn, the official SBI badge shall be clearly displayed either on the waist in the immediate vicinity of the weapon or on a neck chain unless the agent is engaged in an undercover role in which wearing the badge would create a significant risk.

FIREARMS QUALIFICATIONS

- A. Every sworn Agent of the State Bureau of Investigation will be required to qualify with any Bureau issued handgun, shotgun or rifle and with any approved personal handgun at least once a year. The qualification will be a pass or fail grade based on a minimum score of 75% on at least one out of two attempts. Qualification with a handgun and shotgun will require day and night qualification. Qualification with a rifle will require only a daytime qualification.
- B. Any Agent who fails to qualify with an issued handgun, shotgun or rifle will be prohibited access to that firearm(s) until such time as the Agent attains qualification. Immediately upon return to that Agent's District/Section/Unit he/she

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is required to surrender that firearm to his/her Special Agent in Charge. Any Agent who fails to successfully qualify with any non-Bureau issued handgun will be prohibited from the possession of that firearm(s) while on duty or when acting in the discharge of official duties, and the Agent is denied authorization to carry such firearm(s) concealed when off-duty, except when the Agent is on his/her own premises. This is mandated by the North Carolina Department of Justice Administrative Code, Title 12, sub-chapter 9E, Sections .0100-.0107; Law Enforcement Officer's In-Service Training Program of the Training and Standards Commission. Until such time as the Agent qualifies, it is the responsibility of the Special Agent in Charge to assign administrative duties that will not require the Agent to carry a firearm. Failure to meet Bureau qualification standards during any calendar year may result in an Agent's Law Enforcement Officer's Certification being suspended by the Training and Standards Commission.

- C. In addition to qualification, each Field Division District and the Crime Laboratory Division will schedule a minimum of one firearms training session each year and this session will be made available to all sworn personnel. The respective district or laboratory training coordinators and firearms instructors will coordinate and oversee this training, including obtaining ammunition, targets, locations, or other preparations. This training session should include general practice to improve skill development, weapon manipulation, and maintenance. In conducting these sessions, the following procedures will be followed:
1. The Training Section will be contacted for ammunition and targets and the Training Section will coordinate the scheduling of firearms ranges at the North Carolina Justice Academy.
 2. The respective laboratory or district will request assistance from another district or the Training Section Staff if adequate instructors are not available from that district or the laboratory.
 3. The Training Staff will provide input on the training sessions and are to be advised of each training session and monitor these sessions in order to advise the Director on the quality of the training programs.
 4. A record of the type training offered at each session and a list of those attending, including employee identification numbers, will be submitted to the Training Section for entry on the employees' firearms training records. The approved firearms instructor(s) conducting the training session will also be noted on the record.

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- D. The responsibility to ensure Agents are adequately trained and prepared for annual firearms qualification is a joint responsibility shared by the Special Agent in Charge of Training and the Special Agent in Charge of the District/Section/Unit. The Training Section provides ammunition, targets, and coordinates the scheduling of firearms practice sessions. The Special Agent in Charge must ensure that sworn personnel within his/her District/Section/Unit attend scheduled practice training sessions. If an Agent requires remedial firearms training, attendance at all scheduled practice training sessions is mandatory. If additional training is needed, the District/Section/Unit firearms instructor should ensure that appropriate remedial training is provided prior to annual firearms qualification sessions. When an Agent fails to qualify at the annual in-service qualification, the District/Section/Unit Special Agent in Charge is responsible for ensuring that the Agent is referred to a certified firearms instructor for immediate remedial training and qualification.

MODIFICATION OF WEAPONS

No internal modifications will be made to issued weapons except by a Bureau Armorer. No modifications that replace any original parts will be made to issued weapons except by a Bureau Armorer. No repairs will be made on any weapon except by a Bureau armorer.

NON-ISSUED SHOULDER WEAPONS

The use of personally owned rifles and shotguns is prohibited while on duty.

DISCHARGING OF FIREARMS

Any Agent who discharges a firearm while on duty, or otherwise acting in an official capacity other than in training or other Bureau approved activity, will submit a written report within twenty-four (24) hours of the incident, provided the Agent is not physically incapacitated. The report should set forth all the facts and circumstances surrounding the discharge. The report should be forwarded to office of the Director. Copies should be sent to the Agent's Special Agent in Charge, the Special Agent in Charge of Professional Standards and to the Agent's designated Assistant Director.

FIREARMS MAINTENANCE

- A. All Bureau-issued and approved personal firearms must be inspected annually on a schedule established by the Firearms and Tool Marks Section. The firearms inspections will be conducted by a trained armorer approved by the Special Agent

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in Charge of the Firearm and Tool Mark Section. It shall be the responsibility of each individual Agent to assure that the weapons he/she carries on or off-duty are turned in to be inspected on an annual basis.

- B. All firearms issued to Agents assigned to the Special Response Team or utilized by Agents assigned to the Special Response Team must be inspected twice yearly. These inspections will be conducted by a trained armorer approved by the Special Agent in Charge of the Firearm and Tool Mark Section. It shall be the responsibility of each individual Agent assigned to the Special Response Team to assure that the weapons he/she carries on or off-duty are turned in to be inspected twice yearly.
- C. An approved armorer or a Bureau firearms instructor may remove from service any firearm determined to be unsafe or which fails to function properly. An Agent whose issued firearm is removed from service for repair will be issued a replacement by the Supervisor of Logistics Support Section. An Agent issued a replacement firearm on a temporary basis is required to fire the weapon to insure that it is accurately sighted in and functions properly before carrying the firearm on duty. If a replacement firearm is issued on a permanent basis the Agent must qualify with the firearm as prescribed in the Policy and Procedure Manual, Procedure 3, Firearms, Firearms Qualifications, before he/she is authorized to carry the firearm on duty.
- D. In the event a non-Bureau issued firearm fails to be approved following a Bureau inspection or determined to function improperly by a Bureau firearms instructor, the firearm will no longer be approved for service. It will be the responsibility of the Agent to have this firearm repaired and submitted for inspection to a trained armorer approved by the Special Agent in Charge of the Firearm and Tool Mark Section before the firearm can be approved again for service.
- E. The original record of inspection, and record of any repair for each Bureau firearm, will be maintained by the Special Agent in Charge of the Firearm and Tool Mark Section.