

SAN DIEGO POLICE DEPARTMENT

SPECIAL WEAPONS AND TACTICS UNIT



OPERATIONS MANUAL

SAN DIEGO POLICE DEPARTMENT

SWAT UNIT

OPERATIONS MANUAL

INTRODUCTION AND ACKNOWLEDGMENTS

The continued success of the San Diego Police Department's Special Weapons and Tactics Unit (SWAT) is dependent upon the establishment of, and adherence to, sound policies and procedures. It is vitally important for each member of the SWAT Unit to be thoroughly familiar with the contents of this Operations Manual.

The current edition of this manual has been revised with the valuable assistance and input of several members of the SWAT Unit.

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SWAT Commanding Officer

SAN DIEGO POLICE DEPARTMENT

SWAT UNIT

OPERATIONS MANUAL

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Chief of Police

OPERATIONS MANUAL

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SECTION ONE

SWAT UNIT MISSION

1.1 SCOPE

- I. No operations manual or set of directives can address all situations that may arise during the performance of duty. Policy is broad in scope to encompass most situations. It is stated in general terms. This document conveys the same authority as other Department rules, regulations, policies, and procedures. Compliance is required by all personnel assigned to the SWAT Unit. Violations may result in disciplinary action.
- II. This operations manual will not apply in such a way as to violate state or federal laws, other department policies or procedures, or abridge the constitutional rights of members of this department.

1.2 MISSION STATEMENT

The San Diego Police Department's SWAT Unit provides weapons and tactical expertise not normally available to patrol officers and investigators of this Department, and other law enforcement agencies, in the resolution of critical incidents. Through its efforts, the SWAT Unit will minimize the potential for the loss of human life or serious bodily injury. The SWAT Unit will maintain the highest level of operational readiness through the development of sound tactical strategies and innovative training programs.

1.3 BACKGROUND

- I. Law enforcement is confronted with increasingly hazardous situations which expose officers to overwhelming personal danger. To manage these situations more safely and effectively, a group of carefully selected and highly trained officers has been formed into a Special Weapons and Tactics Unit, more commonly referred to as "SWAT".
- II. SWAT is capable of providing support in a wide range of critical situations including the following:
 - A. Rescue operations of:
 1. Captured or isolated officers
 2. Citizens endangered by gunfire
 3. Hostage incidents
 - B. Armed and/or barricaded suspects

- C. Deployment of chemical agents
- D. VIP protection and security
- E. High risk warrant service
- F. Mobil Field Force
- G. Investigative unit support
- H. Incidents involving Homeland Security

1.4 OBJECTIVES

- I. Develop and maintain a specially trained and well-disciplined SWAT officers capable of rapid deployment to critical incidents in order to provide the Incident/Field Commander with special weapons and tactical resources.
 - A. Measured through training, qualification testing, staffing requirements and performance of duties.
 - A. Measured through training reports and follow-up qualifications.

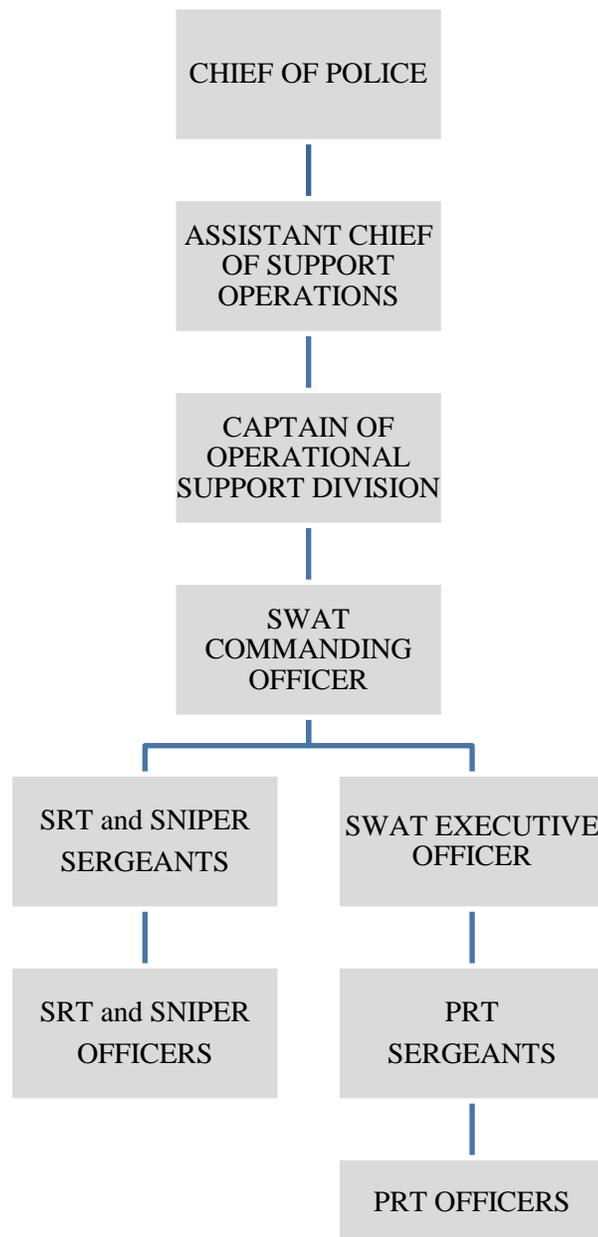
SECTION TWO

ORGANIZATION

2.1 CHAIN OF COMMAND

- I. SWAT is a section of Operational Support Division.
 - A. The SWAT Commanding Officer reports to the captain of Operational Support Division.
 - B. The SWAT Executive Officer will have primary duty as a Service Area Lieutenant with the collateral duty of SWAT. While performing SWAT related duties, the SWAT Executive Officer will report to the SWAT Commanding Officer.
- II. The Special Response Team (SRT) element of SWAT is composed of two sergeants, twelve officers, two snipers, and one armorer. The SRT sergeants report to the SWAT Commanding Officer.
- III. The Primary Response Team (PRT) element of SWAT will have primary duty in patrol assignments with the collateral duty of SWAT. While performing SWAT related duties, these personnel will report through the SWAT Chain of Command.
 - A. While performing their primary role in patrol, these personnel will report to the Chain of Command in the division where they are assigned.
- IV. The Sniper Team will have primary duty in patrol assignments with the collateral duty of SWAT. Two sergeants and fourteen officers will be assigned to the Sniper Team. The Sniper Team sergeants report to the SWAT Commanding Officer on the functional operation of the Sniper Team.
 - A. While performing their primary role in patrol, these personnel will report to the Chain of Command in the division where they are assigned.
- V. The SWAT lieutenants and SWAT sergeants administer and supervise the SWAT Unit to ensure consistent training and deployment.

SWAT ORGANIZATION CHART



2.2 UNIT RESPONSIBILITIES

The SWAT Unit shall be responsible for providing specialized weapon and tactical expertise not normally available to patrol officers and investigators of the San Diego Police Department, and other law enforcement agencies, in the resolution of critical incidents.

2.3 SWAT LIEUTENANTS' DUTIES

I. COMMANDING OFFICER (CO)

- A. The CO reports to the captain of Operational Support Division on all matters related to the operational readiness of the SWAT Unit.
- B. The CO will be responsible for the following:
 - 1. Ensuring the operational readiness of the SWAT Unit
 - 2. Maintaining high morale and motivation of the members of the SWAT Unit
 - 3. Direct supervision of SRT sergeants
 - 4. Overseeing the Sniper sergeants and officers
 - 5. Maintaining a liaison with all Department Commanding Officers and administrators on matters relating to the SWAT Unit
 - 6. Maintaining a liaison with other law enforcement and governmental agencies
 - 7. Facilitating any disciplinary actions for personnel related to SWAT duties with the approval of the captain of Operational Support
 - 8. Preparation and administration of the SWAT budget with the approval of the captain of Operational Support
 - 9. Ensuring a proper accounting and inventory of SWAT equipment and supplies

10. Overseeing the evaluation of equipment and tactics for use by the SWAT Unit
 11. Maintaining SWAT records
- C. The CO will be the official recipient of, and responder to, all formal correspondence relating to the SWAT Unit.
- D. During SWAT actions, the CO will be directly responsible for all SWAT actions, and will act as a liaison between the SWAT Unit and the Incident Commander.

II. EXECUTIVE OFFICER (XO)

- A. The XO is responsible for the following:
1. General administrative duties of the SWAT Unit as assigned by the CO
 2. Conducting the selection process for SWAT candidates
 3. Conducting inspections of SWAT operations, personnel, and equipment as directed by the CO
 4. Certifying compliance with unit policies and procedures
 5. Overseeing PRT sergeants and officers
 6. Monitoring PRT staffing reports from the Watch Commander's office
 7. Facilitating the planning, organization and operation of the SWAT Academy
 8. Monitor daily PRT staffing levels to ensure adequate PRT coverage
- B. During critical incidents, and other SWAT actions, the XO will oversee the administrative concerns of the SWAT Unit including, but not limited to, the establishment and function of the Tactical Operations Center.

- C. In the absence of the CO, the XO will assume the role and responsibilities of the CO's position.

2.4 SWAT SERGEANTS

I. PRT SERGEANTS

- A. PRT sergeants are responsible for the following:
 - 1. Direct supervision of PRT officers on a daily basis
 - 2. Ensuring adherence to minimum PRT staffing requirements
 - 3. Inspections of PRT officers and equipment to ensure operational readiness as directed by the CO or XO
 - 4. Directing and supervising PRT personnel during SWAT operations and critical incidents
 - 5. Participation in monthly SWAT training to maintain operational readiness
 - 6. Preparation of the SWAT portion of personnel evaluations of personnel assigned to SWAT
 - 7. When assigned, respond to any PRT Assist request, Code-10, Code-11 or Code 12, and ensure SWAT/PRT staffing issues and tactical concerns are handled appropriately until the arrival of the CO, or designee
 - 8. Mission Leader or Element Leader during critical incidents
 - 9. Operational readiness of PRT
 - 10. Preparation of appropriate documentation and reports
 - 11. Establish and maintain a schedule for Mobile Field Force (MFF) training at their assigned commands

II. SNIPER TEAM SERGEANTS

- A. Sniper Team sergeants share responsibility for the following:

1. Supervision of the Sniper Team element of the SWAT Unit
2. Development of and adherence to, relevant performance standards for members of the Sniper Team
3. Design and implementation of training necessary to maintain the operational readiness of the Sniper Team
4. Inspections of Sniper Team members and equipment
5. Research and development of Sniper Team tactics and equipment
6. Respond to Code-11 and Code-12 calls when working or on-call, and Code-10 calls when working
7. Directing and supervising Sniper Team members during SWAT operations and critical incidents
8. Maintain records and inventory of SWAT equipment issued to members of the Sniper Team
9. Preparation of appropriate reports and documentation

III. SRT SERGEANTS

- A. The SRT sergeants share primary responsibility for the following:
 1. Operational readiness of SRT
 2. Supervision of SRT officers
 3. Inspection of SRT officers and equipment
 4. Coordination, approval of lesson plans for, and supervision of SRT training
 5. Participation in the selection process of SRT candidates
 6. Liaison with other law enforcement agencies

7. Research and development of equipment and tactics
8. Mission Leader or Element Leader during critical incidents
9. Preparation of appropriate documentation and reports
10. Operational readiness of PRT
11. Evaluating, facilitating, tracking, and reporting of PRT training
12. Assisting the CO and the XO with administrative duties of the SWAT Unit
13. Liaison with other units of the San Diego Police Department
14. Management of the SWAT Armory; supervising the SWAT Armorer
15. Participation in SRT training and functions
16. Overseeing and coordinating training between all elements of the SWAT Unit
17. Facilitating the communication of information to all members of the SWAT Unit
18. Handling the responsibilities of the CO or XO in their absence

2.5 EMERGENCY NEGOTIATIONS TEAM (ENT) LIAISON

- I. A SWAT sergeant or former SWAT sergeant will be assigned to each of the three ENT Teams. They will act as a liaison only, and will not be involved with the other duties such as debriefing hostages or witnesses.
- II. The liaison will work closely with the ENT sergeant of the assigned team, and attend ENT meetings.
- III. The liaison will monitor the ENT negotiation plan, and shall provide input if appropriate. The liaison will not influence the negotiation plan unless there is an emergency situation.

- IV. The liaison will coordinate the information flow from ENT to SWAT. The liaison will filter information, and provide the TOC with up to date and relevant information for tactical planning or emergency response.
- V. SWAT/ENT liaisons will qualify for Discretionary Leave for on-call status.

2.6 ARMORER

- I. The SWAT Unit Armorer reports to the designated SRT sergeant.
- II. The Armorer is primarily responsible for the following:
 - A. Inventory of SWAT weapons, ammunition, chemical agents, equipment, and supplies.
 - B. Maintaining and overseeing the SWAT weapons and equipment.
 - C. Inspection of the SWAT armory.
 - D. Coordination of the evaluation, selection, and acquisition of new equipment.
 - E. Establishment and adherence to procedures for requests for, and issuance of, SWAT weapons, ammunition, chemical agents, equipment, and supplies.
 - F. Proper disposal of excess or damaged equipment assigned to SWAT.
 - G. Preparation of appropriate documentation and reports including purchase orders, 478 forms, and all ATF documentation for SWAT weapons.
- III. The Armorer is also on-call to respond to all SWAT callouts when the SEV is responding to the incident. The Armorer will assist the TOC/SEV officer at the TOC.

2.7 PRIMARY RESPONSE TEAM (PRT) OFFICERS

- I. PRT officers report to SRT sergeants and PRT sergeants on SWAT related matters.

II. GENERAL DUTIES

- A. SWAT officers are required to perform all duties of a patrol officer with the added responsibility of working PRT.
- B. Officers assigned to PRT are responsible for maintaining a high level of operational readiness as follows:
 - 1. They shall attend and participate in monthly SWAT Training and SWAT Advanced Officer Training (AOT) as directed by SWAT sergeants
 - 2. They shall maintain a level of physical fitness necessary to successfully perform during the tactical deployment required in SWAT operations
 - 3. They will be proficient in the knowledge and use of weapons, equipment, and tactics utilized by the SWAT Unit
 - 4. They will maintain all issued and personal equipment in serviceable condition

III. DUTIES DURING A PATROL SHIFT

- A. Officers assigned to PRT will arrive for their shift fully prepared and equipped to assume PRT responsibilities.
- B. Within one hour of their assigned shift, the PRT Leader and each PRT officer will notify the Watch Commander's Office by phone or MPS message and report for PRT duty. They shall advise the Watch Commander of their unit designator and responsibility.
- C. When designated as the SEV driver, he/she will ensure the SEV is operational at all SWAT callouts.
- D. When designated as the BearCat driver, he/she will ensure the BearCat is operational at all SWAT callouts.
- E. In the event of a SWAT callout (Code-10, Code-11, Code-12) or other SWAT situation, SWAT officers assigned PRT duty shall free themselves from minor activities of a routine nature (i.e., lunch, lengthy reports, etc.) and respond to the designated SWAT staging

location.

- F. Officers assigned PRT duties involved in urgent matters shall immediately notify the PRT Leader of their unavailability.
- G. Officers not assigned to PRT duties shall respond to a SWAT situation when directed by a SWAT supervisor.

2.8 SNIPER TEAM OFFICERS

- I. Personnel assigned to the Sniper Team report to the Sniper Team sergeants on SWAT related matters.

II. GENERAL DUTIES

- A. Officers assigned to the Sniper Team are required to perform all duties of a patrol officer with the added responsibility of the Sniper Team.
- B. Officers assigned to the Sniper Team are responsible for the following:
 - 1. Maintaining a high level of operational readiness
 - 2. They shall attend bi-weekly Sniper Team training as directed by the Sniper Team sergeants
 - 3. They shall attend and participate in monthly SWAT Training
 - 4. Maintain a level of physical fitness necessary to successfully perform during the tactical deployment required in SWAT operations
 - 5. Be proficient in the knowledge and use of weapons, equipment, and tactics utilized by the SWAT Unit
 - 6. Maintaining all issued and personal equipment in serviceable condition
 - 7. Maintenance and update of rifle marksmanship records on their assigned rifle
 - 8. Be available for on-call status when scheduled

9. When on-call, respond to all Code-11 and Code-12 SWAT situations
11. Maintain Sniper Team qualifications on a monthly basis
12. When deployed in an operational status, follow the procedures and techniques outlined in the Sniper Team Operations portion (Section 8.0) of this manual

III. DUTIES DURING A PATROL SHIFT

- A. Officers assigned to the Sniper Team will arrive for their shift fully prepared and equipped to assume Sniper Team responsibilities.
- B. If assigned PRT duties, within one hour of the start of their shift, they will report their name and unit designator to the Watch Commander's Office.
- C. In the event of a Code-10, Code-11, Code-12, or other SWAT situation, SWAT Sniper Team members shall free themselves from minor activities of a routine nature (i.e., lunch, lengthy reports, etc.) and respond to the designated SWAT staging location.
- D. Officers involved in urgent matters shall immediately notify the Sniper Leader of their unavailability.

2.9 **SPECIAL RESPONSE TEAM (SRT) OFFICERS**

- I. Personnel assigned to SRT report to the SRT sergeants.
- II. The primary responsibility of SRT is to maintain a high level and constant state of readiness through the use of specialized training, tactics, and equipment.
- III. SRT officers are responsible for the following:
 - A. Maintaining a high level of operational readiness.
 - B. Assisting with the administrative operations of the SWAT Unit.
 - C. The research, evaluation and development of specialized equipment,

tactics, and training.

- D. Attending and actively participate in SRT training.
- E. Maintain a level of physical fitness necessary to successfully perform during the tactical deployment required in SWAT operations.
- F. Be proficient in the knowledge and use of weapons, equipment, and tactics utilized by the SWAT Unit.
- G. Maintain all issued and personal equipment in serviceable condition.
- H. Create lesson plans, and provide training to the SWAT Unit, other units of the San Diego Police Department, other law enforcement agencies, and governmental agencies as directed by the CO.
- I. Prepare appropriate reports and documentation.

IV. SRT officers will be utilized as follows:

- A. To resolve incidents involving hostages.
- B. For high-risk warrant service.
- C. For high-risk stake-outs.
- D. For critical incident resolution.
- E. For VIP/dignitary security.
- F. For scuba operations.
- G. For emergency call response.
- H. For site surveys, including Code-100 plans.
- I. For Enhanced Security Operations.
- J. To train department personnel in Mobile Field Force tactics.
- K. For other duties as directed by the CO or designee.

2.10 SPECIAL RESPONSE TEAM (SRT) COLLATERAL DUTIES

- I. As part of their duties, officers assigned to SRT will be given certain specific tasks to assist with the overall operation of the SWAT Unit.
 - A. SPECIAL EQUIPMENT VEHICLE (SEV) OFFICER
 1. Responsible for the overall maintenance and operational readiness of the SEV and equipment
 2. Conduct monthly inspections/inventory of the equipment
 3. Coordinate special uses of the SEV
 4. Prepare, provide, and document training on the use and maintenance of the SEV, including driver certification training
 5. Prepare reports on the SEV directed to the designated SRT sergeant
 - B. SWAT BEARCAT VEHICLE OFFICER
 1. Responsible for the overall maintenance and operational readiness of the SWAT BearCat vehicles
 2. Conduct monthly inspections
 3. Coordinate special uses of the SWAT BearCat vehicles
 4. Prepare, provide, and document training on the use and maintenance of the SWAT BearCat Vehicles, including driver certification training
 5. Prepare reports on the SWAT BearCat Vehicles directed to the designated SRT sergeant
 - C. PRT SCHEDULING OFFICER
 1. Responsible for scheduling and notification of PRT sergeants and officers to PRT responsibilities, ensuring 24-hour daily coverage

2. Prepare appropriate reports forwarded to the designated SRT sergeant and XO.

D. EXPLOSIVE BREACHING OFFICER

1. Responsible for maintaining operational expertise and readiness in the field of explosive breaching
2. Attend training to maintain proficiency
3. Develop and adhere to procedures for storage, inventory and handling of explosive materials and supplies
4. Provide expertise in the field of explosive breaching to the SWAT Unit
5. Develop and provide appropriate training in the area of explosive breaching
6. Preparation of appropriate reports and documentation
7. Maintenance of storage facilities
8. Ensure all licenses and permits are current

SECTION THREE

UNIT REGULATIONS

3.1 WORK SCHEDULES

- I. SPECIAL RESPONSE TEAM (SRT) - REGULAR HOURS OF OPERATION
 - A. SRT personnel will generally work a four day / forty hour work week.

- II. SPECIAL RESPONSE TEAM (SRT) ON-CALL RESPONSIBILITY
 - A. Six officers and one sergeant assigned to SRT will be on-call for 24 hour emergency response on a rotating basis. Those SRT officers assigned on-call responsibilities will respond to Code-11 and Code-12 calls. The rotation will take place each Friday at 1600 hours. Personnel in on-call status will be personally responsible for finding a replacement if a scheduling, or other conflict, arises.
 - B. Personnel not on-call may be called back at the direction of the CO, or designee.
 - C. All available members of SRT will respond to any Code-12, hostage situation, emergency deployment, or active shooter.

- III. ARMORER
 - A. The Armorer will generally work a four day / forty hour work week.
 - B. The Armorer has on-call responsibilities. If available, he will respond to all SWAT call-outs.

- IV. PRIMARY RESPONSE TEAM (PRT) AND SNIPER TEAM
 - A. Personnel assigned to PRT or the Sniper Team will work in patrol assignments. Their work schedules will be made by the division where they are assigned. Staffing assignments will be monitored by SWAT command personnel to ensure adequate coverage for PRT on a 7 day a week, 24 hour per day basis.

- B. Personnel in these assignments will be required to rotate shifts on a regular basis, unless they receive prior approval from the CO or XO.
- C. Personnel in these patrol SWAT assignments are subject to having their schedules and/or assignments altered, in accordance with the MOU, to provide for proper staffing.
- D. Minimum staffing for PRT is one sergeant and six officers per shift. Individuals assigned PRT duties are personally responsible for finding a replacement if a scheduling, or other conflict, arises.

V. SNIPER TEAM ON-CALL RESPONSIBILITY

- A. Four officers assigned to the Sniper Team will be on-call for emergency response on a 7 day, 24 hour basis. The rotation and assignment of on-call status will be regulated by the Sniper Team Sergeant(s).

3.2 TRAINING

I. SWAT UNIT TRAINING

- A. SWAT Unit training (including monthly, SWAT AOT, Sniper Team, and Academy testing) will be attended for overtime with prior approval or on an “11-86” basis.
- B. SWAT Unit training will be conducted on a monthly basis. Generally, two days will be utilized with approximately 50% of the personnel assigned to attend each day. The SRT Training Sergeant will schedule training assignments, and a notice will be sent to all personnel assigned to the SWAT Unit via department e-mail. Instructors will be assigned, and lesson plans approved by the SRT sergeants.
- C. All officers and sergeants assigned to SWAT shall attend training when assigned. Personnel must obtain approval, in advance, from the SRT Training Sergeant, or the CO, for changes in training dates, or to be excused from training.
- D. Personnel will participate fully during training sessions. This includes arriving on time for training, being physically prepared for training, having the equipment required for training, bringing authorized personal weapons, and giving complete attention to the instructors.

- E. Any problems that develop between personnel and the instructors will be immediately reported to the sergeant in charge of the training.
- F. All training logistics requests will be completed by the instructor. These requests will be submitted to the Armorer at least two weeks prior to the training to be given. Requests submitted fewer than two weeks prior to training will be directed through the SRT Training Sergeant for approval, and are subject to availability of supplies.

II. SRT TRAINING

- A. Training is conducted during normal working hours. Personnel will be on-duty and available to respond to emergency situations.
- B. Personnel will fully participate during training sessions. This includes arriving on time for training, being physically prepared for training, having the equipment required for training, bringing authorized personal weapons, and giving complete attention to the instructors.
- C. Any problems that develop between personnel and the instructors will be immediately reported to the designated SRT sergeant.
- D. Two hours per day of SRT training will be devoted to physical fitness training. All fitness training must be job related, and be approved by the SRT supervisors.

III. SNIPER TEAM TRAINING

In addition to SWAT Unit training, the Sniper Team will conduct training specific to the needs of the Sniper Team. The Sniper Team sergeants will be responsible for scheduling and conducting training for the Sniper Team. This training should be conducted at least twice a month. The sergeants will be responsible for documenting training, and the appropriate reports. The training instructors will prepare lesson plans prior to the training given

[REDACTED]

VI. PHYSICAL FITNESS TEST (PFT)

- A. The SWAT PFT is a job related practical performance test designed to evaluate the applicant's coordination, stamina, and strength. All members of the SWAT Unit in the ranks of sergeant and officer are required to complete the PFT. The PFT will be conducted a minimum of once a year.
1. Personnel who fail the PFT will be immediately placed on "Inactive" SWAT status. These persons will be given a suggested work-out schedule, and will be re-tested on the PFT
 2. The re-test will not take place on the day of the original test, and the re-test should be given within 60 days of the original test. Any person failing the re-test will remain "Inactive", and must pass the next regularly scheduled PFT at monthly SWAT training. Any member failing this second re-test will be removed from the SWAT Unit
- B. Personnel who do not take the PFT at the regularly scheduled time for any reason other than being on "Light Duty", will not be placed "Inactive" at that time. However, they will be required to take the PFT no later than thirty days after it was regularly scheduled, or they will be placed on an "Inactive" status. Any personnel taking the PFT at a time other than the regularly scheduled time will take the test when scheduled by the CO, or designee.

VII. SWAT INSTRUCTORS

- A. Qualifications to teach SWAT courses
 - 1. Have knowledge and expertise for specific topic being taught
- B. Responsibilities of each Lead Instructor
 - 1. Submit up-to-date and comprehensive lesson plans as directed
 - 2. Teach course from Lesson Plan or Course Outline
 - 3. Responsible for briefing assistant instructors on course objectives and training methods
 - 4. Submit discrepancy reports, when necessary
- C. Training Safety Officer
 - 1. Responsible for monitoring training activities to ensure safety
 - 2. Follow directives as outlined in the training safety guidelines.

3.3 UNIFORMS

I. SWAT UNIFORM

While conducting normal police business, personnel assigned to SWAT shall dress in accordance with San Diego Police Department Procedure 5.10, unless otherwise outlined in this manual.

II. OPERATIONAL and TRAINING UNIFORM

- A. **Helmet:** There is a Velcro strip along the back of each helmet. Each member **MUST** attach a name tape (last name) centered along that Velcro strip. The **ONLY** additional patch to be worn on the helmet can be a subdued American flag.
- B. **Baseball Caps:** There is a variety of Tan, Black and Green baseball caps currently being worn by the team. All three colors are acceptable to wear, however, they must have one of three and only three logos. These logos are the traditional SWAT, Sniper, or SRT logo.

- C. **Headwear for the Range:** Due to the amount of time spent on the range and in the sun, boonie covers are allowed. The boonie cover will be Green and the size of the brim will be the preference of the person wearing it. *Camouflage and Multicam may be worn only by snipers.*
- D. **Neck Wear:** The use of scarves, balaclavas, and neck gaiters, have been an accepted practice as it prevents the neck from sun exposure and also protects against shell casings. The listed neck wear will be Tan, Green, or Black, or a pattern/combination of any of the listed three colors.
- E. **T-Shirts:** Currently there are four different T-shirts being worn by the team. They are as follows: the standard SWAT T-shirt (long, short sleeve, or Henley), the SNIPER T-shirt (long or short sleeve), SRT (long, short sleeve, or Henley), and the PRT SWAT Operator T-shirt (long or short sleeve). All four shirts are allowed, however, the only acceptable color is black or green.
- The Black polo shirt will be worn for formal SWAT functions.
- F. **Uniform: PRT and SRT:** 5.11 is now the manufacturer for our tactical uniforms, and the only authorized color is TDU Green.
1. **Combat Shirts:** The Rapid Response (Style #72415), Rapid Assault (Style #72194) and Crye Precision G3 combat shirts are authorized (if a team member elects to not wear the ballistic arm protection, then the subdued San Diego Police Department patches **MUST** be either sewn or velcroed to the sleeves of the combat shirt).
 2. **Pants:** Only the STRYKE TDU pant (Style #74433) the Crye Precision LE01 tactical pant and the G3 pant are authorized. A name tape (last name) will be sewn or velcroed along the top of the right-rear pocket (centered and parallel with the pocket flap).
- G. **Uniform: Sniper Team:** Multicam by any manufacturer is authorized.
1. **Combat Shirts/Blouses:** The subdued San Diego Police

Department patches **MUST** be either sewn or Velcroed to the sleeves of the combat shirt/blouse.

2. **Pants:** A name tape (last name) will be sewn or Velcroed along the top of the right-rear pocket (centered and parallel with the pocket flap).

1. **Patches on Vests:**

All required patches will be provided by the SWAT armorer for uniformity.

- A subdued SWAT Badge will be placed on the front of the vest (as close to standard Badge location as possible).
- A 2"x 5" SWAT patch will be placed on the front of the vest.
- A name tape (last name) will be placed to the upper-middle rear shoulder area.
- A 2"x 9 1/4" POLICE patch will be placed on the back of the vest below the name tape.
- A subdued San Diego Police Department patch on EACH arm protector (if a team member elects to not wear the ballistic arm protection, then the subdued San Diego Police Department patches **MUST** be either sewn or Velcroed to the sleeves of the combat shirt).
- The **ONLY** additional patches that will be allowed on the vests will be the PRT patch, Sniper patch, SRT patch, Master Gunner patch, American flag, and/or blood type. These additional patches must be subdued.

H. **Sniper Tactical 3A Vests:**

1. **Ballistic Configuration:**

The vests allow for customization of pouches and other non-ballistic accessories. Each operator may place equipment on their vest in a configuration that works best for them. All accessories will be Green, Black, Tan, or Multicam.

2. **Patches on Vests:**

The required patch will be provided by the SWAT armorer for uniformity.

- No patches required on the front because of the limited space.
 - A 3"x 7" POLICE patch will be placed on the upper-middle back of the vest.
 - The ONLY additional patches that will be allowed on the vests will be the Sniper patch, Master Gunner patch, American flag, and/or blood type. These additional patches must be subdued.
- I. **Tac-Belt:** Black is the ONLY authorized color for the Tac-Belt. Accessories may be Black or Green.
- J. **Belts:** Black is the only authorized color for training and operations.
- K. **Boots: Black** is the ONLY authorized color for training and operations.
- L. **Gloves:** Gloves need to be Black, Green, or Tan.
- M. **Beanie Caps:** Team members currently have Green and Black beanies with the SWAT emblem sewn in. Team members may continue to wear them.
- N. **Jackets:** Team members currently have Green and Black jackets. Both jacket colors are acceptable to wear while in a team environment, and only the previous listed patches are authorized to be worn on them.
- O. **Sweat Shirts and Hoodies:** Black sweat shirts and Black hoodies with the SWAT logo are acceptable to wear while in a team environment.
- P. **Formal SWAT functions:** As designated by SWAT supervision. These functions normally include SWAT demos and charity events.
- Black SWAT Polo shirt with Black boots and Black belt.
- Q. **Name Tapes:** Name tapes will be OD Green and approximately 1"x 6" with $\frac{3}{4}$ " Black block lettering of your last name.

3.4 ISSUED SWAT EQUIPMENT

I. GENERAL ISSUE

A. Personnel assigned to the SWAT Unit will be issued the following equipment:

1. Daniel Defense AR-15 Rifle with three magazines
2. H&K MP-5 with three magazines (SRT only)
3. Heavy body armor with SWAT and POLICE patches
4. Ballistic helmet
5. Communications headset and push-to-talk
6. Web pistol belt
7. Gas mask
8. Rifle magazine pouch
9. Nylon or canvas handcuff pouch
10. Radio pouch
11. Equipment bag
12. Armory key

II. SNIPER ISSUE

A. Personnel assigned to the Sniper Team will be issued additional equipment. See Section 8.4 for the equipment list.

III. EQUIPMENT ACCOUNTABILITY

A. Each individual who receives equipment assigned to SWAT will be logged by the SWAT Armor listing the equipment received, and any appropriate serial numbers.

- C. Each individual is responsible for returning all issued equipment upon leaving the SWAT Unit.
- D. Individuals are personally responsible for the proper care and maintenance of issued equipment. Any loss or deficiency will be immediately reported to the SWAT Armorer. Losses will be documented on the appropriate department form, and a copy will be sent to the designated SRT sergeant by the individual responsible for the lost equipment.

3.5 SWAT TAKE-HOME VEHICLES

Personnel assigned to SRT and the Sniper Team will be assigned a department vehicle. Other individuals, as deemed appropriate by the CO, may be authorized to use a vehicle assigned to SWAT. Personnel assigned a take-home vehicle will utilize the vehicle as outlined in Department Procedure 1.16. No vehicle will be allowed outside the County of San Diego without prior approval of the CO.

I. SRT VEHICLES

- A. Each member of SRT will be assigned a take-home vehicle.
 - 1. The vehicle will be unmarked
 - 2. The vehicle will be properly equipped for code-three operation

II. SNIPER TEAM VEHICLES

- A. Each member of the Sniper Team will be assigned a take-home vehicle. The take-home vehicle will be 'patrol ready'.

III. MAINTENANCE

- A. All routine vehicle maintenance will be performed at a San Diego Police Garage facility. Individuals are required to take their assigned vehicle in for service/maintenance at the mileage intervals designated by Department Vehicle Maintenance personnel.
- B. No alterations will be made to SWAT vehicles without approval from the CO.
- C. Individuals are personally responsible for reporting as soon as possible

any damage to the vehicle assigned to them.

IV. SECURITY OF TAKE-HOME VEHICLES

- A. SWAT take-home vehicles that contain SWAT equipment, weapons, and munitions are equipped with an alarm system. Personnel assigned SWAT take-home vehicles will activate these alarm systems when away from the vehicle.

[REDACTED]

3.7 **FIREARMS**

I. SAFE HANDLING AND USE

SWAT personnel authorized to carry special weapons outlined in this Operations Manual shall comply with the procedures detailed in Department Procedure 1.5.

II. PERSONAL WEAPONS

A. Authorization

1. SWAT personnel are authorized to utilize personal weapons during SWAT operations and training with prior written approval from the CO
2. CO approval will be documented in writing and maintained in a file by the SWAT Armorer. This documentation shall include the weapon data (manufacturer, model, caliber, etc.), serial number, and any alterations, modifications, and/or repairs to the weapon

B. Inspection

All personal weapons shall be subjected to an annual safety inspection by the SWAT Armorer.

C. Approved Weapons:

1. All handguns utilized by SWAT personnel shall be of a type considered for approval or issued by the department and authorized for patrol use in accordance with Department Procedure 1.5. The master list of approved weapons shall be retained by the Range Master.
2. The following weapons will be considered for SRT members or other SWAT personnel designated by the CO:
 - a. Benelli Super-90 12 gauge shotgun
 - b. Remington 870 12 gauge shotgun
 - c. AR-15 type weapons 5.56mm or .223 cal

3. The following weapons will be considered for Sniper Team members or other SWAT personnel designated by the CO:
 - a. AR-15 type weapons 5.56mm, .223, & .308 cal
 - b. Bolt action tactical rifle .308 cal
4. Any deviation from these weapons assignments must be pre-approved by the CO before being issued, and all personal weapons require written pre-approval from the CO.

D. AMMUNITION

Only Department and/or SWAT approved ammunition will be used during SWAT operations.

III. TRAINING

SWAT personnel shall bring all SWAT issued weapons and / or authorized personal weapons to all SWAT training, unless otherwise notified. The individual will use the assigned or authorized weapon during any training for the specific weapon system. The weapon must be used to qualify during all weapons standards evolutions.

3.8 SWAT DISCIPLINARY ACTIONS

I. GUIDELINES

Disciplinary issues within the SWAT Unit will be handled in accordance with guidelines set forth in San Diego Police Department Policies and Procedures, the City of San Diego Discipline Manual, and the Memorandum of Understanding between the City of San Diego and the San Diego Police Officers' Association.

II. EXPECTATIONS

- A. SWAT is a voluntary organization. Based on its importance to the Police Department, the liability involved, and the great amount of fiscal resources required for operation of the unit, members of SWAT are expected to be dedicated, disciplined, well trained, skilled tacticians and outstanding police officers in every aspect.

- B. The SWAT Unit expects the standards of each member of SWAT to be higher than what is expected of non-SWAT personnel in their performance, appearance, attitude, and work ethic. Each member is expected to be accountable to these higher standards. As such, officers not meeting the performance standards at their non-SWAT work assignment, are clearly not meeting SWAT standards and are subject to being made "Inactive" for SWAT, or being removed from SWAT.

III. SWAT RELATED PERFORMANCE

- A. Should a SWAT officer be disciplined for SWAT related behavior, a SWAT supervisor will investigate the issue. If any formal discipline results from the investigation, the SWAT Chain of Command will send the original discipline package to the disciplined officer's area captain. The original package will be maintained in the appropriate file for the individual involved.
- B. Should the investigation result in discipline of the level of a formal reprimand or greater, the individual will be considered for removal or suspension (placed "Inactive") from the SWAT Unit by the CO as part of the disciplinary process.

IV. GENERAL PERFORMANCE

- A. Any sergeant, or officer, who fails to perform at a competent level in their patrol duties, fails to maintain SWAT operational readiness, or conducts him/herself in a manner which reflects discredit on the SWAT Unit or the San Diego Police Department can be removed or suspended from SWAT by the CO.
- B. Any SWAT sergeant, or officer, placed on "Supplemental Probation" will be placed "Inactive" from the SWAT Unit, and can be dismissed.
- C. Area captains who have discipline or performance problems with a SWAT sergeant, or officer, should bring the performance to the attention of the CO. After conferring with the area captain, the captain or the CO, may place the individual on "Inactive" status from the SWAT Unit as part of the disciplinary process.

3.9 SWAT STATUS

I. GENERAL

- A. With the exception of the SWAT Command Staff and personnel assigned to SRT, personnel who are appointed to the SWAT Unit should be in a patrol assignment in which they are available for PRT duties and responsibilities. Personnel on the PRT or Sniper Team elements of the SWAT Unit are generally required to rotate shifts regularly to help maintain balanced staffing. In order to maintain adequate overall SWAT staffing, exceptions to this guideline can be made by the CO with the approval of the captain of Operational Support.
1. Personnel will generally relinquish their SWAT status upon their acceptance of a non-patrol assignment (i.e., Investigations, Academy, Canine, Air Support, etc.), or of a specialized assignment within patrol which would make them unavailable for PRT duties and responsibilities
 2. Short term special assignments (i.e., two week assignment to work with an investigative unit) will not have an effect on an individual's SWAT status
- B. Officers promoted to sergeant will generally relinquish their SWAT status on the effective date of the promotion. Upon satisfactory completion of their probation, these individuals may re-apply for SWAT as outlined in this manual. In certain instances, based on operational needs and the newly promoted individual's qualifications, the CO may choose to make an exception to this rule. (See Section 5.6)

II. ACTIVE

All personnel assigned to the SWAT Unit are considered on "Active" status unless as described in section 3.9 III. They will receive SWAT specialty pay and expected to be available for SWAT duties.

III. INACTIVE

- A. Voluntary

At any time, a member of the SWAT Unit may request to be considered "Inactive". Any such requests will be discussed with the CO and XO. If the request is approved, the member will be placed in an "Inactive" status. If the request is denied, the individual may elect to either continue in an "Active" status or resign from the SWAT Unit.

B. Involuntary

Sergeants, or officers, placed on Supplemental Probation, receiving a "Below Standard" performance evaluation in their patrol assignment, or those failing to perform their SWAT responsibilities at a competent level, will be placed on the SWAT "Inactive" roster until a competent level of performance is attained, or the individual is removed from the SWAT Unit.

1. Those placed "Inactive" involuntarily for the above stated reasons will not receive SWAT specialty pay until he or she is returned to "Active" status.

C. Reactivation

1. Before returning to "Active" status, the team member must request approval for reinstatement from the CO.
2. If the request is approved, SWAT members on "Inactive" status for a period of more than six months are required to successfully pass all SWAT related qualifications to be returned to "Active" status.
 - a. Both tests are outlined in Section 3.2 of this manual.
3. SWAT members on "Inactive" status for a period of more than twelve months will be removed from the SWAT Unit with the exception of those fulfilling their military obligation.

D. Responsibility

1. "Inactive" SWAT personnel may continue to attend and participate in SWAT monthly training, unless they are excused from this responsibility by the designated SRT sergeant, or the CO.

2. Individuals on "Inactive" status will not actively participate in SWAT responses. Individuals on "Light Duty" status due to an injury, will not be required to physically participate in active training evolutions.

E. SWAT Pay

SWAT members on "Inactive" status will not receive SWAT specialty pay for the period they are "Inactive".

3.10 CORRESPONDENCE

It is the responsibility of the CO to respond to all official correspondence concerning the SWAT Unit with the approval of the Captain of Operational Support.

I. GENERAL CORRESPONDENCE

- A. Due to the large quantity of correspondence required in the operation of the SWAT Unit, it may become necessary for other SWAT personnel to draft letters of reply for the CO. The CO may direct any member of the SWAT Unit to prepare certain types of correspondence. Any such correspondence must be drafted, sent to the CO for content approval, and the CO's signature.
- B. All correspondence will be prepared as outlined in the San Diego Police Department Staff Reporting Manual, and in the City of San Diego Standardized Correspondence Formats manual.

3.11 PAYROLL

SWAT payroll procedures will follow those outlined in Department Policies and Procedures 1.18, 1.19, and 1.20.

I. OVERTIME

- A. ALL overtime slips must be approved and signed by a SWAT supervisor.
- B. Overtime slips for SWAT will be submitted for approval within three days following the overtime worked.

- C. Overtime slips for work during monthly Unit Training and Sniper Team Training will be submitted for approval prior to the end of the training.
- D. Overtime slips for work during a SWAT mission will be submitted for approval prior to securing from the mission, or as otherwise directed by the Mission Leader.
- E. The supervisor signing the SWAT overtime slip will send the yellow copy to the designated SRT sergeant (MS #777), in a timely manner.
- F. The SRT sergeants will ensure that all payroll paperwork is delivered to the Operational Support payroll clerk in a timely manner.

II. PAYROLL PROCEDURES

- A. Anytime a member of the SWAT Unit becomes "Active" or "Inactive", a memorandum to the Payroll Supervisor will be prepared by the CO, indicating the addition or loss of SWAT special pay.
- B. Any other memorandums to the Payroll Unit will be prepared as needed and forwarded to the Operational Support payroll clerk in a timely manner.

3.12 **WEAPONS/EQUIPMENT EVALUATION PROCESS**

It is the responsibility of the CO to ensure that any significant purchase or donation of new weapons or equipment to the SWAT Unit is fairly and properly evaluated. All evaluations will be completed prior to taking possession of those weapons or equipment.

I. PROCEDURE

- A. The SRT Officer who is the 'subject matter expert' for which the new weapons or equipment would fall under is responsible for the following:
 - 1. Chair a small committee
 - a. Include representatives from the 'end-users'
 - b. Consult with In-Service Training

2. Test and evaluate the weapon or equipment
 3. Test and evaluate similar weapons or equipment from other manufacturers
 4. Prepare a written recommendation
 - a. Briefly describe the weapon or equipment tested
 - b. Outline the selection process
 - c. Outline the testing procedures
 - d. Document the performance
 - e. List key criteria
 - f. Make a recommendation to the CO
- B. The CO will make the final recommendation to the Captain of Operational Support for approval to acquire the new weapons or equipment.

SECTION FOUR

OPERATING PROCEDURES

4.1 PRIMARY RESPONSE TEAM (PRT)

I. STAFFING LEVELS

Daily, on each patrol watch, a SWAT sergeant (or designated team leader), and six officers will be designated as the Primary Response Team (PRT). Each PRT officer will be equipped with, and carry in his/her patrol vehicle, specialized weapons, armor, and other equipment necessary to assist in containment and isolation of a hazardous situation.

II. NOTIFICATION OF PRT RESPONSIBILITY

PRT scheduling will be coordinated through the SRT Office. When completed, the monthly schedule of PRT assignments will be sent via department email to all members of the SWAT Unit and the Watch Commander's Office.

III. DAILY REPORTING

Within one hour of their assigned shift, the PRT Leader and each PRT officer will notify the Watch Commander's Office by phone or MPS message and report for PRT duty. They shall advise the Watch Commander of their unit designator and responsibility.

IV. PRT VEHICLES and EQUIPMENT

A. PRT vehicles are to be inspected at the start and end of shift.

1. Ensure all assigned PRT equipment is in the vehicle and properly secured
2. The vehicle is to be clean and well maintained

B. SWAT officers shall take into the field all assigned SWAT equipment. All issued PRT equipment will be inspected prior to the start of each shift.

1. Any noted problem or deficiency should be corrected as quickly as possible. If the individual is unable to personally correct the problem, it will be sufficiently documented and the equipment placed in the 'outer armory' of the main SWAT Armory at Police Headquarters, 1401 Broadway

V. PERSONNEL SCHEDULE REPLACEMENT

Individuals who are unable to fulfill their PRT responsibility, for whatever reason, shall be personally responsible for finding a qualified person to handle their PRT assignment. They are also responsible for notifying the Team Leader when they have a replacement for PRT. If they are unable to find a qualified replacement, the individual shall notify the PRT Leader.

4.2 SWAT RADIO PROCEDURES

- I. Each member of the SWAT Unit will utilize his/her issued San Diego Police Department radio during SWAT functions. The individual is responsible for having the radio with him/her during training and incident responses.
- II. During SWAT incidents, all SWAT personnel will utilize the specific radio frequency designated by the SWAT Mission Leader. This frequency will be selected by the Mission Leader at the scene, and all SWAT personnel will be advised which frequency is to be used and when.
- III. SWAT personnel will utilize proper, and professional radio techniques at all times.

4.3 EMERGENCY INCIDENT RESPONSE

In keeping with the primary mission of the department, the protection of life and property, SWAT will be considered only as a supplement to normal police actions, and will employ actions only to the degree necessary to control a situation. SWAT is a resource to the Incident Commander.

- I. [REDACTED]
- [REDACTED]
- [REDACTED]

[REDACTED]

[REDACTED]

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4.4 NON-EMERGENCY INCIDENT RESPONSE

- I. A. The SWAT Unit is utilized for a wide range of non-emergency responses in addition to SWAT emergency responses. Some examples of these non-emergency responses include:
 - 1. High Risk warrant service
 - 2. Support of other San Diego Police Department units
 - 3. VIP security details
 - 4. Training sessions
 - 5. Mutual aid operations
 - 6. Public Relations demonstrations
 - 7. Special Events
- B. All uses of the SWAT Unit shall be approved by the SWAT Chain of Command.

II. SWAT ASSISTANCE IN FEDERAL JURISDICTION AREAS

- A. SWAT will not routinely respond to requests for assistance in areas of exclusive or partial Federal jurisdiction (REF. D.I. 4.13). If a request for SWAT assistance in one of these areas is received, the CO will be notified immediately.
- B. In turn, the CO shall ensure the Operational Support Division Captain, Assistant Chief of Support Operations, and the Legal Advisor are each notified.

[REDACTED]

- A. The SEV will be driven and operated only by properly trained SWAT personnel. The appropriate SRT personnel in conjunction with Academy Vehicle Core instructors will conduct training in the operation of the SEV.
- B. When not being utilized for a SWAT response, or receiving maintenance, the SEV will be parked at Traffic Division. The external power source will be hooked up, and the alarm will be activated.

II. OPERATOR RESPONSIBILITIES

A. Equipment

- 1. The operator shall be responsible for checking out and receiving back all equipment stored inside the SEV. The SRT-SEV officer shall maintain an inventory list of weapons, equipment, and munitions at the SWAT Armory.
- 2. Any damaged, lost, or unreturned equipment or supplies will be documented by the operator, and reported to the SWAT Armorer or an SRT sergeant.

B. Fuel

The operator is responsible for filling the fuel tanks prior to returning the SEV to its parking spot.

III. SWAT RESPONSES

- A. In response to a Code-10, Code-11, or Code-12, the designated PRT officer will drive to Traffic Division, and activate the SEV. This officer will drive the SEV to the designated staging location.
- B. During all other SWAT responses, a qualified person will be assigned to handle operation of the SEV.

IV. SPECIAL USES

Any special use of the SEV by San Diego Police Department personnel, must be approved by the CO or designee, and coordinated through the SRT-SEV

officer. Any use of the SEV requires a SWAT Incident report.

V. **MUTUAL AID**

- A. The SEV may be required to respond to a request for mutual aid. These requests will generally be made through the Watch Commander's Office.
- B. The CO will be notified immediately for approval.
- C. Selection of personnel to staff the SEV will be made by the CO, or designee.
 - 1. A minimum of one SWAT sergeant, and two SWAT officers will be assigned to operate the SEV during any such response. These persons will also be responsible for equipment accountability

4.7 SPECIALTY MUNITIONS

I. "Specialty" munitions are valuable tools. Their use has enabled SWAT personnel to safely and effectively handle many critical incidents, thus avoiding injury to police officers and citizens.

II. For the purpose of this manual, "Specialty" munitions will include:

- A. Extended range impact weapons, and ammunition
- B. Chemical agents which are used for tactical purposes that are not covered by Department Instruction 1.6, "Use of Liquid Chemical Agents".
- C. Frangible slugs (Avon rounds)
- D. Flash-Sound Diversionary Devices (Flash-Bangs)
- E. Pepperball deployment systems and ammunition

III. **DEFINITIONS**

- A. 40mm and Pepperball are designed as a less lethal option for SWAT.

- B. Chemical agents covered include those chemical agent compounds, devices, and delivery systems utilized by SWAT, including irritants (CS or CN) or inflammatory agents (OC). These chemical agents may be in various forms (liquid, pyrotechnic, or blast dispersion).
- C. Frangible slugs, also referred to as "AVON rounds", are designed to break into a powder form upon impact with a solid object (i.e., a dead bolt lock, door frame, etc.). Frangible slugs can be fired using a 12-gauge shotgun. These rounds are primarily utilized for breaching locked doors, but may be used in other applications as prescribed by the CO.
- D. Flash-sound diversionary devices, also referred to as "flash-bangs", are a distraction device in a canister form. These devices emit a loud noise and a bright light. They are intended to temporarily disorient individuals by creating a diversion in the form of a distraction.

IV. PERSONS AUTHORIZED TO UTILIZE "SPECIALTY" MUNITIONS

- A. Only personnel who have successfully completed a departmentally approved training course, and are certified in the proper use and deployment of "Specialty" munitions, shall be authorized to deploy these munitions during actual operations.
- B. In order to remain current in the use of these munitions and retain the authorization to deploy them, personnel authorized in the use of these munitions shall successfully complete a refresher course once every twelve months.
- C. The use of these munitions shall be restricted to trained personnel from the SWAT Unit.

V. AUTHORIZATION FOR USE

- A. Except in exigent circumstances, "Specialty" munitions shall not be used without prior authorization from a SWAT supervisor.
- B. Anytime "specialty" munitions are requested, the PRT Leader will be notified, and he/she may respond to that incident.
- C. Department issued BBIR may be used in accordance with Department

Use of Force policies without permission from a SWAT supervisor.

VI. JUSTIFICATION FOR USE

- A. Generally, "specialty" munitions may be considered for use whenever time is available to properly plan for and execute a tactical mission, and reduce the risk of injury.

VII. PRECAUTIONS

- A. Safety is paramount for officers and citizens
- B. Specialty munitions should generally not be used by an individual officer without cover officers and a tactical plan in place.
- C. Only factory loaded munitions are to be utilized during actual operations.
- D. Specialty munitions should generally not be used when the suspect is in danger of falling from a significant height.
- E. Each round should be visually inspected by the individual operator during the loading process.
- F. Special consideration should be given when information indicates a suspect has a pre-existing physical or medical condition which could be exacerbated by the use of specialty munitions.

VIII. MEDICAL TREATMENT

- A. Once an individual has been struck with one or more specialty munition rounds, the individual will be examined on scene by paramedics, and/or transported to an authorized medical facility for a medical examination or treatment (as outlined in Department Procedure 6.12) prior to booking or other final disposition.
- B. Each impact area on the suspect's body will be photographed to document the existence, or lack thereof, of any physical injury.

IX. REPORTING USE

- A. Anytime specialty munitions are operationally discharged, the appropriate reports shall be completed by the SWAT Mission Leader. If additional reporting is required, as outlined in Department Procedure 1.4, a copy of any such reports (in addition to the SWAT Unit report required as outlined in this manual) shall be forwarded to the designated SRT sergeant.
 - 1. Any use of “specialty” munitions as a force option shall be documented in accordance with Department Procedure 1.4.
- B. Anytime a suspect is impacted or injured by the deployment of any specialty munition, the CO or XO shall be notified by a SWAT supervisor, even if the suspect has no apparent injury.
- C. The Internal Affairs Unit will be notified, via the Watch Commander, if “specialty” munitions are deployed at a suspect, and serious injury results.
- D. If the use of “specialty” munitions results in the death of any individual, the Homicide Unit shall handle the investigation.

X. REVIEW PROCESS

- A. The CO shall review the use of "Specialty" munitions as soon as practical following each deployment of the munitions, to ensure the munitions were used according to policy, and the munitions functioned properly.
- B. Information obtained shall also be utilized for statistical and training purposes.

4.8

[REDACTED]

[REDACTED]

[REDACTED]



4.9 DIVE (SCUBA) OPERATIONS

I. The SWAT Unit is tasked with underwater operations such as searching and recovering evidence. These standing operating procedures are designed as a guide for adhering to dive program standards and limitations.

II. USES

SWAT Divers are trained to perform the following operations:

A. Tactical Operations

1. Methods of water approach to critical incidents
2. Vessel disabling techniques

B. Underwater Crime Scene Searches

1. Search and recovery of evidence
2. Recording underwater crime scenes

C. Mutual Aid

San Diego Police Department SWAT divers are available to assist other law enforcement teams within the county.

III. DIVE LIMITATIONS AND RESTRICTIONS

A. Basic SCUBA

Officers are not equipped to dive in contaminated waters. All requests must be limited to waters deemed safe for recreational swimming.

B. 100 Foot Limit

Officers shall adhere to the O.S.H.A. standard of no dives deeper than 100 feet.

C. Decompression Dives

Officers are not trained for decompression diving. All dives will be planned to conform to the P.A.D.I. dive table profiles with an additional safety margin.

D. Calm Water

Officers are not trained in swift water techniques. Dive operations will be conducted in calm water.

E. Rescues

1. SWAT divers should not be used to conduct victim rescues. Lifeguard divers are trained for this type of operation
2. SWAT divers are trained to assist other team members in distress during dive operations and in self-rescue techniques

IV. DIVERS

A. The SWAT Dive Team is primarily composed of members of SRT. Other members of the SWAT Unit, who meet the requirements for the SWAT Dive Team, may be assigned to fill positions necessary for any dive operation.

1. The positions of swimmer, diver, line tender, or dive team leader shall be qualified members of the SWAT Dive Team.
2. There are additional positions that do not require swimmer/diver status. These positions may be handled by any SWAT member.

B. Diver Qualifications

1. Basic Certification

All divers must hold, at minimum, a "Rescue Diver" certification from a nationally recognized diver certification

agency.

2. Training

- a. All SWAT Divers must attend training annually
- b. During all dive trainings and operations, SWAT divers shall display good basic SCUBA skills and competence in the techniques practiced in order to remain active on the Dive Team

V. OPERATIONS

A. Assignments

1. Dive Leader

Responsible for the overall dive operation, and safety of all divers involved. This individual may also perform the duties of Mission Leader and Safety Officer in small scale operations

2. Safety Officer

Responsible for establishing an Emergency Medical Plan, establishing communications, and verifying emergency service prior to any divers entering the water

3. Line Tender

Responsible for safety and equipment checks on divers, directing the search pattern, and monitoring divers during the operation

4. Primary Diver

Responsible for searching the area directed, and recovering any evidence found

5. Safety Diver

Responsible for assisting the primary diver in an emergency, and as otherwise directed

VI. REQUESTING SWAT DIVE TEAM

A. Requests

Requests for the SWAT Dive Team will generally be through the SRT office during normal business hours. Emergency call-outs will be directed through the CO.

B. Information Needed

1. The location of the dive. The SWAT Dive Team will evaluate tides, currents, depth, and water purity of the site.
2. Witness statements. If possible, any witness should be made available to the Dive Team for questions regarding the area to be searched.
3. Recovery Information
 - a. Description of evidence or object
 - b. Length of time item has been submerged
 - c. Crime case information
 - d. Any special instructions

4.10 WEAPONS OF MASS DESTRUCTION

As of 2012 the SWAT Units CBRNE program was indefinitely suspended due to the disbandment of the County wide MMST. SWAT SRT members will not perform any of the listed level "A" or level "B" CBRNE duties until the program is reinstated or other training is completed.

I. CBRNE RESPONSE

A. Staffing Levels

1. Staffing for a CBRNE callout will be drawn primarily from the SWAT Special Response Team.

B. Notification

1. Communications will notify the CO who will determine the response level for the event.

II. TRAINING REQUIREMENTS

- A. Level “A” requires a person to pass a 40 hour Level “A” training course. Each SWAT member must pass the training course to participate in any training or operation that requires a level “A” response.

III. PERSONAL PROTECTIVE EQUIPMENT (PPE)

- A. There are four different levels of protection:
 - 1. Level “A” - Requires full encapsulating and bottled air
 - a. Level “A” includes a totally encapsulated chemical resistant suit, with SCBA or supplied air respirator with escape. It provides maximum respiratory and skin protection
 - b. Level “A” is used when there is a high level of liquid splash potential, a toxic respiration and skin vapor hazard, or where the chemical agent is unidentified
 - 2. Level “B” - Requires full body coverage; and either SCBA or supplied air respirator
 - a. Level “B” protection includes a non-encapsulation chemical splash resistant suit with hood and SCBA
 - b. It provides maximum respiratory protection with less skin protection. The SCBA is worn outside the suit
 - c. It protects against an agent that presents no skin vapor hazard and when there is a low liquid splash potential
 - d. Level “B” is also used in low oxygen environments
 - e. Level “B” should be selected when the highest level of respiratory protection is needed, but a lesser level of skin and eye protection is required. Level “B” is the minimum level that will be used on initial site entries until hazards have been further identified
 - 3. Level “C” - Requires full body coverage – air purifying or powered air purifying respirator

- a. Level “C” includes chemical resistant clothing, chemical protective mask with air purifying respirator, and chemical resistant hood
 - b. Level “C” can be worn when:
 - 1) The chemical agent presents no splash hazard
 - 2) The air respirator can remove all contamination
 - 3) Air purifying respirator criteria are met
 - c. Provides adequate protection against airborne biological agents and ingestion/inhalation or radiological materials
 - d. Military MOPP Level 4 can also be considered the same as Level “C”
4. Level “D” - Consists of duty uniform (street clothes) worn by responders such as law enforcement and emergency medical technicians. Level “D” offers no protection to any liquid or vapor agents
- a. Level “D” protection is used when there is no respiratory or skin hazard
 - b. Worn in Cold Zone only
 - c. Level “D” is primarily a work uniform. It should not be used on any site where a respiratory or skin hazard exists
- B. The working uniform for SWAT personnel will be Level “A”, Level “B”, or Level “C”. Level “D” will only be used in a Cold Zone.
- C. San Diego City Hazardous Materials (Haz-Mat) captain will determine the proper level of personal protection to be worn by SWAT.
1. All personal protection equipment used by SWAT will be maintained and stored by the San Diego City Hazardous Materials (Haz-Mat) Unit.

4.11 BODY WORN CAMERA POLICY

- I. All SWAT Officers and Sergeants issued Body Worn Cameras (BWC’s) shall have them available during all SWAT related activities. This includes missions, warrants, training, and SWAT demonstrations.
 - A. All on-call SWAT Officers and Sergeants shall have their BWC’s with

them when they are in an on-call status.

- B. SWAT Officers and Sergeants will abide by the San Diego Police Procedure 1.49 related to BWC operations.
- C. In addition to prohibited recordings outlined in San Diego Police Procedure 1.49 V. K. , SWAT officers will not record during;
 - 1. Missions briefings and debriefings.
 - 2. While in the vicinity of the Tactical Operations Center (TOC).
- D. All SWAT Officers and Sergeants shall turn on their BWC's once they have been given their mission or assignment and left the vicinity of the TOC.
- E. They will stop recording anytime they return to the vicinity of the TOC or when the mission has ended.

SECTION FIVE

SWAT ACADEMY

5.1 ACADEMY CHAIN OF COMMAND

I. OVERALL

The XO shall oversee the entire SWAT Academy process.

II. ADMINISTRATIVE RESPONSIBILITY

A. The designated SRT sergeant shall oversee the administrative aspects of the Academy to include, but not limited to:

1. Schedule
2. Selection of instructors
3. Curriculum
4. Logistics
5. Range and facility scheduling
6. Candidate selection process

III. TRAINING CADRE

- A. The XO and designated SRT sergeant will select instructors, and other members of the training cadre, based on their experience with the SWAT Unit, their expertise, and their teaching ability. These individuals will report to the XO and the SRT Training Sergeant for purposes of the SWAT Academy.
- B. Members of the training cadre will have the responsibility of developing lesson plans specific to the course(s) of instruction to which they are assigned. These individuals will also be responsible for providing performance critiques on each individual candidate attending each specific training evolution.

5.2 SWAT SELECTION PROCESS

I. TIMING OF ACADEMY

When the CO determines if an academy is necessary to maintain the operational readiness of the SWAT Unit, the CO and XO will confer and select a proposed date for the Academy. This should be done approximately six months prior to the Academy.

II. DEPARTMENTAL NOTIFICATION

- A. A Department Announcement will be sent out listing the qualifications for the SWAT Academy.
- B. The candidates will be required to submit Requests for Transfer (PD-599) to the SWAT Unit as detailed in Department Procedure 5.7.

III. SWAT QUALIFICATIONS

- A. Personnel submitting applications for assignment to the SWAT Unit must possess the following minimum qualifications:
 - 1. Officers and sergeants must have two years continuous service with the San Diego Police Department, assigned to field operations in a patrol or traffic assignment, and be non-probationary
 - 2. Overall performance rating of "Met Standard" or higher on most recent performance evaluation
 - 3. Commanding Officer approval and recommendation
 - 4. Be in excellent physical condition
 - 5. Have the ability to perform under extremely stressful conditions
 - 6. Be willing to adjust shift, days off, or transfer commands to facilitate PRT staffing

IV. FIREARMS QUALIFICATION TEST

- A. The SWAT Firearms Qualification Test is a job related practical performance test designed to evaluate the applicant's ability to use a shotgun, ability to use a handgun, and ability to follow directions.
- B. The SWAT Selection Firearms Qualifications Test is included in this manual as Addendum 9.2.
- C. Applicants who fail at any stage of the Firearms Qualification will be immediately dropped, and not allowed to continue further in the selection process.

V. PHYSICAL FITNESS TESTING (PFT)

- A. The SWAT Physical Fitness Test is a job related practical performance test designed to evaluate the applicant's coordination, stamina, strength, ability to follow directions, and teamwork.
- B. The SWAT Selection Physical Fitness Test lesson plan and score sheet are included in this manual as Addendum 9.3.
- C. Applicants who fail at any stage of the physical testing will be immediately dropped, and not allowed to continue further in the selection process.

VI. INTERVIEWS

Applicants who successfully complete the firearms qualification and physical fitness test will be scheduled for an interview.

- A. Interview Panel
 - 1. The interview panel will consist of the XO, the CO, and a SWAT sergeant. Other personnel may be added to the panel at the direction of the XO
 - 2. The chairperson of the interview panel is required to have attended the City of San Diego Appointing Authority Interview Training

B. Questions

1. All questions will be prepared in advance of the interviews and submitted to the San Diego Police Department Personnel Supervisor for approval

C. Background Investigation

1. The XO will be responsible for background investigations on applicants who successfully qualify for an interview. The investigation will include:
 - a. A review of the applicant's personnel and divisional files
 - b. A check of the applicant's Internal Affairs, and E.E.O files

D. Follow-up

1. All applicants who are interviewed will be notified by a SWAT supervisor of the results of the interview
2. Applicants who are selected will be scheduled for the Academy
3. Applicants who are not selected for the Academy will be offered an interview feedback session

5.3 ACADEMY CURRICULUM

The curriculum will be updated for each academy to reflect current techniques, equipment, and philosophy of the SWAT unit.

5.4 ACADEMY PHYSICAL TRAINING

Physical Training sessions are in the Academy curriculum to reinforce the importance of staying physically fit as a SWAT Officer. Having Physical Training sessions is also a way for the SWAT Recruits to relieve stress and build teamwork within the unit.

There are several forms of Physical Training exercises, and each form is defined by what it does to the human body while performing an exercise. There is Aerobic

training (i.e. Running for over 10 minutes), Anaerobic training (i.e. Circuit training), and Strength training (i.e. Lifting weights).

The chances of developing a Heat Disorder (Heat Exhaustion or Heat Stroke) increase as the Heat Index increases. The Heat Index is a measure of how hot it really feels when 'relative humidity' is factored in with the actual air temperature.

The National Oceanic and Atmospheric Administration (NOAA) has created a Heat Index chart. A Heat Index of 91 or more has been established as a time to use 'Extreme Caution' with prolonged exposure or strenuous activity.

With that in mind, Aerobic training outside with a Heat Index at 91 or over would not be conducted. Choices to still do Physical Training would either move the training session to another location with a 90 or lower Heat Index, or change the training to an 'Anaerobic' training or Strength training session.

Several websites are available to check in real-time the Heat Index at various locations within the City of San Diego. Before each Aerobic training session (i.e. 3 – 5 mile run), the Lead Instructor will check the Heat Index for the location of the scheduled run.

NOAA's National Weather Service

Heat Index

Temperature (°F)

Relative Humidity (%)	Temperature (°F)															
	80	82	84	86	88	90	92	94	96	98	100	102	104	106	108	110
40	80	81	83	85	88	91	94	97	101	105	109	114	119	124	130	136
45	80	82	84	87	89	93	96	100	104	109	114	119	124	130	137	
50	81	83	85	88	91	95	99	103	108	113	118	124	131	137		
55	81	84	86	89	93	97	101	106	112	117	124	130	137			
60	82	84	88	91	95	100	105	110	116	123	129	137				
65	82	85	89	93	98	103	108	114	121	128	136					
70	83	86	90	95	100	105	112	119	126	134						
75	84	88	92	97	103	109	116	124	132							
80	84	89	94	100	106	113	121	129								
85	85	90	96	102	110	117	126	135								
90	86	91	98	105	113	122	131									
95	86	93	100	108	117	127										
100	87	95	103	112	121	132										

Likelihood of Heat Disorders with Prolonged Exposure or Strenuous Activity

Caution
 Extreme Caution
 Danger
 Extreme Danger

5.5 ACADEMY COMPLETION / APPOINTMENT TO SWAT

- I. All personnel who successfully complete the selection process shall attend and successfully complete a SWAT Academy in order to be appointed as a member of the SWAT Unit.

- II. During the SWAT Academy all candidates must successfully complete the SWAT Unit Firearms Qualification Test as outlined in Section 3.2 of this manual, and a written examination covering the SWAT Academy curriculum.

- III. All personnel who successfully complete the SWAT Academy will be entitled to the benefits and responsibilities of the SWAT Unit as outlined in this Operations Manual, San Diego Police Department Policies and Procedures manual, and the Memorandum of Understanding between the City of San Diego and the San Diego Police Officers Association; until such time as they resign from the SWAT Unit or are removed from the SWAT Unit as outlined in this Operations Manual.

5.6 APPOINTMENT TO PRT SERGEANT

- I. All Officers who are active on the SWAT team and are promoted to the rank of Sergeant will need to reapply for the SWAT unit.
- II. The CO, XO or designee will conduct informal interviews.
- III. It is the CO's discretion if the newly selected Sergeant needs to attend the next available SWAT academy.

SECTION SIX

SWAT ARMORY

6.1 GENERAL GUIDELINES

I. AUTHORIZED PERSONNEL

- A. Routine access to the inner SWAT Armory shall be restricted to SRT personnel designated by the SRT sergeants, SWAT command staff, and the SWAT Armorer.
- B. All SWAT personnel have access to the outer SWAT Armory.

II. RESPONSIBILITY

- A. The SWAT Armorer is responsible for maintaining the SWAT Armory in a clean, orderly fashion. The designated SRT sergeant will conduct quarterly inspections of the SWAT Armory to ensure compliance. This inspection will include stocked levels of operational equipment and supplies.
- B. The SWAT Armorer shall keep record of any changes, issuance, returned, serviced, transferred and or destroyed serialized item. These include but are not limited to, all firearms, less lethal launchers, gas launchers, optics, suppressors, flash bangs, pepper ball launchers, sting ball grenades, tear gas munitions.
- C. Each member of the SWAT Unit entering the SWAT Armory shall be responsible for cleaning up after him/herself.

III. EQUIPMENT / SUPPLY CHECK-OUT LOG

All persons delivering or receiving equipment or supplies from the SWAT Armory will sign for such delivery or receipt on the appropriate log provided by the SWAT Armorer.

6.2 SWAT INVENTORIES

I. INVENTORY

- A. Inventories will be conducted quarterly by the SWAT Armorer to determine the following information:
 - 1. Ensure supplies, weapons, and equipment are properly accounted for
 - 2. The expenditure of ammunition and other expendable items match requests submitted by training instructors
 - 3. To provide statistical information in preparing the annual budget
 - 4. The inventory shall be submitted to the designated SRT sergeant

6.3 SWAT PURCHASING AND RECEIVING

The guidelines set forth in Department Procedure 1.21 will be adhered to when ordering and receiving SWAT supplies.

I. APPROVAL

- A. All purchases are approved by the CO, and are coordinated through the designated SRT sergeant.
- B. PURCHASE ORDER, FORM PD-478

The SWAT Armorer will prepare PD-478 as detailed in Department Procedure 1.21. When the PD-478 is completed, it is sent to the captain of Operational Support Division for approval signature, via the CO, and then returned to the Armorer. The Armorer will submit the PD-478 to Fiscal Management for processing.

II. EVALUATION OF EQUIPMENT AND SUPPLY STOCK

- A. The SWAT Armorer will evaluate the need for supplies and equipment based on training and operational requirements.
- B. With concurrence of the designated SRT sergeant, the SWAT Armorer will prepare the proper forms for processing.
- C. A copy of each purchase order will be maintained by the designated

SRT sergeant.

III. RECEIPT OF ORDERED SUPPLIES

- A. Upon notification and receipt of a delivery, the SWAT Armorer will check it in as follows:
1. Remove the packing slip from the item(s)
 2. Check the packing slip against the original purchase order in the "Pending Orders" file
 3. List the following on the packing slip:
 - a. Date and time received
 - b. Purchase order number
 - c. An indication that items were received
 - d. An indication if only a partial order was received, and how many items are still outstanding (or back ordered)
 - e. Legible signature of the person receiving the item(s)
 - f. If the shipment arrives without a packing slip, remove the company label, and attach it to a memo with the above explanation
 - g. If a partial shipment is received, use the same procedure for checking in the remainder of the order when it is received
 4. The original packing slip should be sent to Fiscal Management (MS 715) within 24 hours of receipt of the shipment
 5. One copy of the completed purchase orders and packing slips should be placed in the "Orders Received" file.

6.4 TRAINING LOGISTICS AND SUPPLIES

I. TRAINING

A. Responsibility

As noted earlier in this manual, all training logistic requests will be completed by the instructor. These requests will be submitted to the Armorer prior to the training to be given.

B. Requests for Supplies / Logistics

1. The person responsible shall complete the SWAT "Training Logistics Request" form, and submit the form to the SWAT Armorer
2. The SWAT Armorer will ensure the request is filled, and the supplies are ready for pick up from the SWAT Armory on the date indicated on the form. If the requested supplies are not available, the SWAT Armorer will notify the requester as soon as possible

C. Receipt and Storage of Supplies

1. The supplies will be stored in the SWAT Armory until the requester or designee receives them. The SWAT Armorer will coordinate efforts with the requester to ensure adequate and timely logistical support for all SWAT training evolutions
2. The SWAT Armorer or designee will meet the requester, or designee, at the SWAT Armory to issue the requested supplies

D. Accounting of Supplies

1. The requester is responsible for the return of all unused supplies, and non-expendable equipment
2. The SWAT Armorer, or designee, will receive, inventory, and inspect the returned supplies at the time and date indicated on the request form
3. All defective or malfunctioning equipment and weapons will be tagged as such prior to returning them to the Armory, and brought to the attention of the SWAT Armorer
4. It is the responsibility of the requester to ensure all weapons and equipment are returned clean, and correctly assembled

II. GENERAL REQUESTS FOR EQUIPMENT AND SUPPLIES

- A. Requests for SWAT equipment or supplies other than training, as outlined above, will be routed through the SWAT Armorer. Any

special requests will be submitted through the designated SRT sergeant for approval.

- B. It shall be the responsibility of the requester to allow a sufficient period of time for delivery of the requested supplies or equipment. The delivery of these supplies or equipment will be coordinated by the SWAT Armorer.
- C. In the absence of the SWAT Armorer, the designated SRT sergeant shall approve any request from non-SRT personnel.
- D. It shall be the responsibility of the requester to return all unused equipment or supplies. All weapons and equipment will be returned in clean, serviceable condition or; in the case of a malfunction; with any problems properly documented.

6.5 SWAT EQUIPMENT MAINTENANCE

I. FILES

The SWAT Armorer is responsible for filing and upholding the SWAT equipment maintenance files.

II. REPORTING OF DAMAGED EQUIPMENT

- A. All non-operable weapons or equipment will be tagged by the officer who discovers the malfunction. The tag shall include the person's name and identification number, the date the problem was discovered, and a description of the problem.
- B. Any such weapon or equipment will immediately be taken out of service, and delivered to the SWAT Armory. The SWAT Armorer, or designee, should be notified as soon as possible.

SECTION SEVEN

SWAT BUDGET

7.1 BUDGET PREPARATION

It is the responsibility of the CO to prepare the annual budget for each fiscal year.

- I. Time Line
 - A. Items to be completed eight weeks prior to the budget submission date.
 1. Contact SWAT sergeants and obtain a list of recommended items that will be needed
 2. Designate SRT sergeant to meet with the SWAT Armorer and SRT officers in order to determine the amount of supplies on hand and the amount of supplies needed to be ordered
 - B. Items to be completed six weeks prior to the budget submission date.
 1. Review the previous budget
 2. Review all recommended items submitted by the SWAT sergeants and if any contain outlay items, list them in descending order of necessity
 3. SWAT Armorer to obtain a manufacturer and approximate prices for items which have previously been ordered
 - C. Items to be done four weeks prior to budget submission date.
 1. Draft budget based upon the information compiled previously. The proposed budget should include the name of the item, the manufacturer, the quantity to be ordered, a brief explanation of why the item is needed, how it will be used, and the approximate cost per unit
 2. Meet and confer with the SWAT administrative staff for review of the budget. After the rough draft is agreed upon, have the budget typed in its final form

SECTION EIGHT

SNIPER TEAM OPERATIONS

8.1 SNIPER TEAM MISSION

I. GOALS

- A. To maintain the highest levels of marksmanship ability, tactical and field craft expertise, and operational readiness.
- B. To provide accurate and timely intelligence during SWAT operations.
- C. To be able to provide timely highly accurate rifle fire when necessary to preserve human life.

II. OBJECTIVES

- A. Snipers will train regularly to enhance marksmanship skills, practice sniper operational protocols, and ensure adherence to qualification standards.
- B. Snipers will document their training, evaluate their performance, and provide coaching and assistance to other team members.
- C. Snipers will maintain all of their sniper weapons, equipment, and ammunition; and immediately correct any deficiencies.
- D. During SWAT operations, Snipers will seek positions that will permit them to closely observe their target while remaining hidden from view. They will expeditiously and concisely report suspect behavior and actions to mission commanders.
- E. Snipers will be responsible for sniper related training for the SWAT Team and the Basic Sniper Course.
- F. Upon request, Snipers will provide support to other agencies with approval from the CO. Such support may include counter sniper duties, dignitary protection, over-watch protection details, training and warrant services.

8.2 **ORGANIZATION**

I. SNIPER TEAM ORGANIZATION

- A. The Sniper Team is a component of the San Diego Police Department's SWAT Team. The Sniper Team consists of two sergeants, and 16 officers. Two of these officers are assigned full time to the Special Response Team.

II. SNIPER TEAM SERGEANTS

- A. Sniper Team sergeants are selected by and report to the CO.
- B. Sniper Team sergeants are responsible for:
 - 1. Personnel supervision
 - 2. Development of, and adherence to, sniper performance standards
 - 3. Design and implementation, or approval of sniper specific training in order to achieve and maintain operational readiness
 - 4. Personnel and equipment inspections of the Sniper Team
 - 5. Development and evaluation of tactics and operational procedures
 - 6. Responding to "Code 11", and "Code 12" incidents
 - 7. Completion of Special Events paperwork for over-watch operations.
 - 8. Directing and supervising snipers during SWAT operations and critical incidents
 - 9. Preparing and submitting required reports, and revising/updating the Sniper Team Operations portion of the SWAT Operations Manual
 - 10. Preparing SWAT Employee Performance Evaluations for Sniper Team members if requested by area commands

11. Approve monthly training schedule and assign on call sniper schedule

13. Administration of the Basic Sniper Course

III. TRAINING COORDINATOR

- A. The Training Coordinator (Special Response Team Sniper) will administer monthly training for the Sniper Team.
- B. The Training Coordinator will schedule ranges for training, arrange for logistics through the Armorer / Logistics Coordinator, arrange for range preparation, and conduct training.
- C. The Training Coordinator is responsible for training safety.
- D. The Training Coordinator will bring to the attention of the Sniper Team supervisors any performance or safety discrepancies.
- D. The Training Coordinator will ensure the Barrett Lake Sniper Range is maintained.
- F. The Training Coordinator will notify the Sniper Team supervisors of performance or safety discrepancies.

IV. LOGISTICS COORDINATOR

- A. The Logistics Coordinator (Special Response Team Sniper) will complete, and submit to the SWAT Armorer, the SWAT Logistics Request (LOGREQ). Together they will ensure all supplies and equipment arrive at the training facility in advance of training, and the unused supplies and equipment are returned to the Armory.
 - 1. The Logistics Coordinator will arrange for the purchase of Sniper Team equipment. The Logistics Coordinator will assist the SWAT Armorer in contacting vendors for Sniper Team equipment

V. ADMINISTRATIVE ASSISTANT

- A. The Administrative Assistant (Special Response Team Sniper) will ensure training reports are submitted for inclusion in the SWAT training database.
- B. The Administrative Assistant will ensure Sniper Team cold shot targets, qualification overlay targets, and rifle maintenance forms are kept in stock.

8.3 ADMINISTRATIVE PROCEDURES

I. PRT SCHEDULE

Snipers and sniper sergeants will generally not be reflected on the PRT schedule, unless low PRT staffing levels require they be listed. If snipers are assigned a PRT position, it should be for regular PRT and not for the SEV or the BearCat.

II. ON-CALL SCHEDULE

Snipers will be assigned to an on-call schedule prepared by the sniper sergeant. The on-call teams will respond to all Code-11 and Code-12 call-outs.

III. SNIPER SELECTION

- A. Snipers will be selected from active SWAT officers.
- B. Sniper candidates must have at least two years on SWAT, before they can be activated as a SWAT sniper. They must be rated as “Met Standards” or higher on their last evaluation, and must not be on probation.
- C. Candidates must have completed the San Diego Police Department SWAT 40 hour Basic Sniper School or a P.O.S.T. approved school hosted by another agency.
- D. Candidates will demonstrate their shooting ability by undergoing an AR-15 qualification shoot.
- E. Candidates will be interviewed, and placed on an eligibility list based upon their performance, and results of the interview.

- F. Successful candidates will be selected as members of the Sniper Team as openings occur, subject to the approval of the CO.
- F. New Snipers are inactive until they complete the Sniper Qualification Standards, and pass four consecutive .308 and AR-15 qualifications.

III. SPECIAL RESPONSE TEAM SNIPER SELECTION

- A. Full time SRT snipers will be selected from active snipers on the team.
- B. SRT snipers must have at least two years on the sniper team and meet their sniper team performance standards on their last evaluation.
- C. Candidates will be interviewed and selected based on their performance and interview.
- D. Candidates will be selected by the SWAT CO.

IV. SNIPER QUALIFICATION

- A. To remain active on the Sniper team, the .308 and AR-15 qualifications must be successfully passed. This includes any “tactical” qualification courses.
 - 1. Qualification shoots for all sniper team weapons are conducted at least quarterly
- B. Snipers who fail the qualification test will re-shoot the qualification course twice more on the same day.
 - 1. If a Sniper cannot pass the qualification test that day, the Sniper will be deemed in-active, and remain in-active until the qualification is passed. This may include additional instruction from the Training Coordinator.
 - 2. Snipers who consistently fail to pass the qualification will be classified “Inactive” from the Sniper Team, and considered for re-assignment to PRT
- C. Snipers will qualify with the .50 cal Sniper Rifle(s) a minimum of twice yearly.

V. RANGE SAFETY

- A. The designated Training Safety Officer (TSO) will brief all training attendees on the standard range safety rules, and any rules unique to the range or location being utilized.
- B. If possible, the TSO will attend a “Range Master” course, or the equivalent, that may be required by a non-SDPD range used by Snipers for training.
- C. Ear protection is mandatory for all participants at sniper training. Snipers are also to utilize all required safety gear for mini missions at monthly training, which will include, body armor, eye and ear pro – subject to the particular training evolution requirements. Once deployed in position at the “mini mission”, the sniper may remove their body armor subject to approval from the sniper sergeant or sniper monitor.
- D. During sniper training and SWAT operations, eye protection is optional when shooting the scoped rifle due to distortion of the image, and difficulty in achieving proper eye relief through a telescopic sight when wearing eye-glasses.
 - 1. Eye protection is required when firing the AR-15 or JP .308 rifles due to the gas discharge those rifles produce.

VI. DOCUMENTATION OF TRAINING

- A. All lesson plans used for Sniper training will be prepared by the Training Coordinator or designee prior to training. The plans will be reviewed, approved by a Sniper Team Sergeant and archived by the SRT training sergeant, Training Coordinator or designee.
- B. The Training Coordinator will ensure a training roster is completed for each training. The roster will include the date and location of training, and all SWAT personnel present.
- C. The Training Coordinator is responsible for entering the training report into the database, which will include a synopsis of training, and any noted training or performance discrepancies.
- D. Every Sniper will maintain a comprehensive training “Dope” (Data On

Previous Engagement) “Book” and retain their .308 cold shot and qualification targets for a period of two years. Specialty targets utilized during training will also be retained for two years. Retention may be of the electronic type.

1. The Cold Shot Target is a record of rifle performance from a cold barrel, which is the closest approximation of rifle performance during an actual mission
 2. The single cold shot will be taken on one of the two one-inch concentric circle targets
 3. Four follow-up shots will be taken on the other one inch concentric circle target
 4. The Sniper will then record the following:
 - a. Light and wind conditions
 - b. General weather conditions
 - c. Temperature, barometric pressure, elevation, humidity
 - d. Date
 - e. Time
 - f. Training location
 - g. Distance for the cold shot
 - h. Rifle used and serial number
 - i. Qualification score
 - j. Number of rounds fired during training
 - k. Total number of rounds fired through the rifle
 - l. A synopsis of training followed by a detailed description of individual performance during that training day (including any rifle adjustments or repairs made)
- E. Upon completion of training, the Sniper will keep the cold shot and qualification targets in his training journal. The overall results will be kept in the Training Database.
- F. Snipers who are unable to attend a scheduled training session, must notify the sniper team sergeants as soon as possible upon discovering the conflict keeping them from training.

8.4 LOGISTICS AND EQUIPMENT

I. DEPARTMENT ISSUED EQUIPMENT

- A. Personnel assigned to the Sniper Team will be issued the following equipment from the SWAT Armory:
1. Bolt action rifle based upon the Remington 700 action or SIG SSG 3000 or equivalent with attached telescopic sight and sling. Snipers may carry their own .308 rifle, which first must be inspected by the SWAT armorer and approved by the CO
 2. JP Enterprises .308 gas operated rifle with attached Vortex telescopic sight, bipod, rail mounted light, (2) ten round magazines, (2) 20 round magazines, sling and soft carrying case. Snipers may elect to attach their own telescopic sight. Scopes need prior approval from a sniper team sergeant, must be from a reputable manufacturer and is capable of 3.5 power or lower for magnification.
 3. AR-15 rifle with attached telescopic sight, (3) 30 round magazines, soft carrying case and sling.
 4. Shooting jacket
 5. Shooting mat
 6. Rifle case (hard or soft)
 7. Sandbags
 8. Shooting glove
 9. Binoculars
 10. Cleaning rods (one each for the .308 and .223)
 11. Bore and copper solvents
 12. Bolt disassembly tool
 13. Bore brushes for the .308 and .223
 14. Equipment drag bag

15. Twenty feet of nylon webbing with two carabineers
 16. Range finder
 17. Sniper Tactical Vest (multicam) with pouches and patches
- B. Snipers will complete, sign, and submit an inventory form to the Sniper Team sergeants or logistics officer, reflecting the issued equipment.
- C. Individual Snipers are personally responsible for the proper care and maintenance of issued equipment.
1. Any loss, damage, or deficiency will be immediately reported to the Sniper Team sergeants
 2. Lost equipment will be documented on the appropriate department form, and a copy sent to the Sniper Team sergeants
- D. Upon departure from the Sniper Team, it is the responsibility of the officer to return all issued equipment within two weeks of departure.

II. UNIFORMS

- A. The Sniper Team Operational Uniform
1. Multi-Cam blouse with tactical SDPD patches and trousers
 2. Tan or OD green combat boots
 3. Black or olive drab green tee shirt with the SWAT or Sniper Team emblem.
 4. Black, tan, OD green or Multi-Cam floppy hat or baseball hat
 5. Shooting jacket with SWAT cloth badge and patches
 6. Shooting glove
- B. Optional uniform items
1. Ghillie suit

2. Night or desert camouflage
3. Camouflage Gore-Tex protective rain gear or equivalent
4. Balaclava
5. Soft body armor
6. Knee and elbow pads

III. OPERATIONAL EQUIPMENT

A. Snipers will operationally carry the following equipment:

1. Bolt action and semi-automatic rifles
2. Magnified optics, binoculars, spotting scope, or telescope
3. Range finder
4. Equipment backpack
5. Approved handgun in nylon holster
6. A minimum of 20 rounds of approved .308 ammunition
7. A minimum of 100 rounds of .223 ammunition
8. City issued radio with Hirose adapter
9. Boom microphone or approved equivalent for silent communications
10. Tripod
11. Notepad and writing equipment

B. Optional equipment must be pre-approved by the Sniper Team sergeants, and may include:

1. Camouflage props such as colored sheets and netting

2. Additional radios
3. Photographic equipment

IV. SNIPER TEAM LOCKER

- A. The Sniper Team Locker is located in the SWAT Armory. It consists of an outer security door and an inner locked rifle cabinet.
- B. All members of the Sniper Team will be issued a key to the outer door. Selected Snipers will additionally have the combination to the rifle cabinet.
- C. The sniper sergeants and the training coordinator is responsible for maintaining the Sniper Team Locker to include stocking the locker with rifle cleaning supplies.
- D. Sniper Team spare and unassigned rifles will be locked in the SWAT inner armory.
- E. The SWAT Armorer also has access to the Sniper Team Locker and rifle cabinet.
- F. The Sniper Team sergeants are responsible for an annual inventory of all issued equipment.

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ADDENDUM 9.1

SWAT PHYSICAL FITNESS STANDARDS

SAN DIEGO POLICE DEPARTMENT SPECIAL WEAPONS AND TACTICS PHYSICAL FITNESS TEST

Course Title: SWAT Quarterly Physical Fitness Test (P.F.T. Rules)

Course Description: 25 Foot Rogue Sled Pull (Sled weight plus 200lbs)
¼ Mile Sprint (440 yards)
25 Hand Release CrossFit Style Push-Ups

Instructional Strategy: Explanation, Demonstration, Question and Answer

Equipment Needed: Officer Requirements:

- A. Appropriate team shirt (Short or Long Sleeve)
- B. Long pants
- C. Tennis shoes or boots
- D. Full issued Tactical Body Armor
- E. Full tactical gun belt (No Handgun)
- F. Two fully loaded handgun magazines
- G. Two Fully loaded AR-15 or MP-5 magazines
- H. Operational MP-5 or AR-15

Optional Equipment

- A. Gloves
- B. Bunge cord to keep rifle attached to back
- C. Cardboard backings (For push-ups)

Logistic requirements:

- A. Location suitable for running a ¼ mile (440 yard) sprint
- B. Location suitable for pulling a sled 25 feet
- C. Two stopwatches
- D. Appropriate number of monitors for the events
- E. Time log/pen

- F. Rogue Sled
- G. 200lbs in weight plates (45lbx4, 10lbx2)
- H. Three Traffic Cones (More may be needed depending on venue held and course layout)

Time Allotment: As much as needed

Prepared by: Kris Walb, SWAT Special Response Team

Date Prepared: July 8, 2016

A. Objectives:

The objective of this lesson plan is to provide clear rules for completing the 3 events in the quarterly SWAT Officer physical fitness test. The test consists of;

- 1) 25 Foot Rogue Sled Pull (Sled weight plus 200lbs)
- 2) ¼ Mile Sprint (440 yards)
- 3) 25 Hand Release CrossFit Style Push-Ups

B. Instructor explanation/demonstration:

Before the Officers start an event, the instructor will give all the candidates the rules for that particular event. The instructor will either explain the rules and how the event will proceed, or demonstrate the correct technique for the event. (Not needed for the ¼ mile sprint) The instructor will also demonstrate improper techniques and tell the candidates that those improper techniques will not be counted. Techniques will be demonstrated at slow and normal speeds. The instructor will answer any questions before the event begins. Once all questions have been answered for that event, the event may begin.

If an Officer fails to complete any of the events, it will result an overall failure of the entire test. The maximum time allotted for this test is three minutes. All the times will be recorded. All Officers will be notified weather they passed or failed the PFT.

C. STAR Team Medics:

STAR team medics will be present during the test in order to give immediate medical treatment in case of injury.

D. Monitors:

The Lead instructor will meet with monitors, prior to any of the events, and review the

rules for the events. All rules will be reviewed so that every event is consistent with the lesson plan. Monitors will be responsible for enforcing all the rules for the events.

Monitors will be tasked with monitoring a candidate's technique for specific events. If the repetition is incorrect for that event, the monitor will yell, "No" for that repetition and say why. For example, during the Hand Release Push-Ups, the monitor may yell, "No, lock your arms out" or "No, your hands did not come off the ground".

E. Events:

1) 25 Foot Rogue Sled Pull:

Monitors needed: 2 per Officer. (Can be done with 1 if staffing is low) 1 monitor will start the Officers time. The second monitor makes sure the Officer completes the sled pull.

Clothing/Gear: Appropriate Team Shirt (Short or Long Sleeve), Long pants, Tennis shoes or boots, Full issued Tactical Body Armor, Full tactical gun belt (No Handgun), Two fully loaded handgun magazines, Two fully loaded AR-15 or MP-5 magazines and an operational MP-5 or AR-15.

Officers will be given time to warm up and stretch.

Officers will begin at a predetermined starting line. Their time will be clocked on a Stopwatch held by a monitor at the start line. The start and finish line will be clearly marked with an orange traffic cone. The markings will be explained or shown to the Officers by a monitor. A monitor will stand at the starting line with the Officers to ensure they are prepared to start this event. A monitor will say, "Ready, Set, Go" to start the Officer. On the command "Go" to start the Officer. On the command "Go", the monitor will start the timer.

On the "Go" command, the Officer will reach down and gain control of the Rogue sled's handle bars while facing the Rogue sled. The front of the handlebars will be directly behind the "Start line". The Officer will begin to walk backwards and pull the sled 25 feet. Once the handlebars reach the "Finish line", the monitor will say, "Good". Once the Officer finishes the sled pull, the Officer will immediately start the ¼ mile run.

2) ¼ Mile Run:

Monitors Needed: The same monitor who told the Officer to "Go" after the 25 Foot Rogue Sled Pull will be the same monitor who monitors

the completion of the ¼ mile run.

Clothing Needed: Appropriate Team Shirt (Short or Long Sleeve), Long Pants, Tennis shoes or boots, Full issued Tactical Body Armor, Full tactical gun belt (No Handgun), Two fully loaded handgun magazines, Two fully loaded AR-15 or MP-5 magazines and an operational MP-5 or AR-15.

Once the Officer finishes the sled pull, the Officer will run the predetermined ¼ mile course. A monitor will ensure the Officer runs the appropriate distance. When the Officer finishes the ¼ mile run, the Officer will immediately conduct 25 hand release CrossFit style push-ups.

3) 25 Hand Release CrossFit Style Push-ups:

Monitors Needed. The monitor who started the Officers timer at the start of the sled pull will monitor the Officers push-ups.

Clothing Needed. Appropriate Team Shirt (Short or Long Sleeve), Long Pants, Tennis shoes or boots, Full issued Tactical Body Armor, Full tactical gun belt (No Handgun), Two fully loaded handgun magazines, Two fully loaded AR-15 or MP-5 magazines and an operational MP-5 or AR-15.

Once the Officer completes the ¼ mile run, the Officer will come to a good push-up position in an area predetermined by the monitor at the start of the test. Officers will start in the “down” position. The down position is defined as the body lying chest down and flat on the ground. Hands shoulder width apart and raised completely off the ground, Legs straight and together, feet together with the toes curled under. Officers will push their body upward while keeping their back and legs rigid and in a straight line until their elbows extend to a full locked position. The monitors will confirm the elbows are fully locked-out. This is counted as one repetition. The Officer will then lower themselves to the ground so that the chest is flat and the hands are again “simultaneously” raised completely off the ground, then repeat the movement upward to the full elbow locked position.

If both hands do not simultaneous and completely come off the ground and/or complete extension of the elbows is not achieved, the repetition does not count.

Officers may rest in any position they choose, understanding that to complete a “repetition” they must start again in the proper “starting” position.

Officers will need to complete 25 hand release CrossFit style push-ups. Failure to follow the rules for each push-up will nullify that repetition. Only correct performed Push-ups will be counted.

Once the Officer completes their 25th correct push-up, the monitor who is timing the Officer will stop the stopwatch and record the Officers time.

Maximum time allowed	3 Minutes 15 seconds
Minimum time	No Minimum

ADDENDUM 9.2

SWAT SELECTION FIREARMS QUALIFICATION TEST

Applicants for the SWAT Unit must successfully complete the following firearms qualification test:

INTRODUCTION

1. The firearms test the applicant is to perform is part of the evaluation process. Individual targets will be scored, and the results given to the selection board.
2. The handgun and shotgun tests will be conducted in a safe and organized manner. Instructions and weapons safety rules will be clearly stated prior to the testing. An important part of this firearms test is an evaluation of the ability to follow instructions. If there are any questions, they must be asked of the evaluator prior to the beginning of the test.

DISQUALIFICATIONS

1. Shooting at another person's target
2. Firing more than the described number of rounds for the course of fire.
3. Safety violation at the discretion of the evaluators will result in immediate disqualification, and removal from the testing process.

SAFETY RULES

1. All weapons will be treated as if they are loaded.
2. Applicants must keep muzzles pointed downrange.
3. Finger must be kept out of the trigger guard until engaging target.
4. Applicants must be sure of their target, backstop, and beyond.
5. No weapons handling behind the firing line.
6. Handguns are to be holstered until directed otherwise

WEAPONS MALFUNCTIONS

1. Applicants will be required to clear a malfunction. If the stoppage is caused by a catastrophic malfunction (i.e. broken firing pin, broken extractor) an alibi will be given by the evaluator, and the applicant will be allowed to shoot the entire course over.
2. If the malfunction is not catastrophic, the score will reflect the rounds fired. Rounds not fired will be counted as misses.
3. If an applicant has what is believed to be a catastrophic malfunction, he/she will point the weapon downward with the muzzle downrange, and raise his/her hand. After the course of fire is completed, one of the evaluators will examine the weapon, and make a ruling.

HANDGUN PORTION

1. Equipment
 - A. Any department approved handgun
 - B. 36 rounds ammunition
 - C. SWAT white on black silhouette target
2. Target scoring
 - A. Targets will be scored on face value
 - B. A round that breaks the line of the scoring area will be counted as the higher of the two scores
 - C. 360 possible points with a minimum passing score of 252 points

Drill Number 1 - Unplanned Speed Reload

1. Course of fire / two minute time limit
2. 12 rounds from 10 yards - Six rounds in each of two magazines
3. From the 10 yard line, with a round in the chamber and 5 rounds in the magazine (which is in the weapon), stand by at the low ready position. On the command of "Fire", begin firing 6 rounds at the target. After the handgun goes dry, safely reload, then continue firing the final six rounds. Visually and physically inspect handgun, and holster an empty handgun. Applicant will have two minutes to complete the shooting portion of this drill.

Drill Number 2 - Malfunction Drill

1. Course of fire / two minute time limit
2. 12 rounds from 15 yards - Six rounds in each of two magazines
3. From the 15 yard line, with a round in the chamber and 5 rounds (plus an additional dummy round) in the magazine (which is in the weapon), stand by at the low ready position. On the command of "Fire", begin firing at the target. When a malfunction occurs, the applicant is to safely clear the weapon, and continue firing. After the handgun goes dry, safely reload, then continue firing the final six rounds. Visually and physically inspect the handgun and holster an empty handgun. The applicant will have two minutes to complete the shooting portion of this drill.

Drill Number 3 - 12 rounds/20 Yards

1. Course of fire / two minute time limit
2. 12 rounds from 20 yards - Six rounds in each of two magazines
3. From the 20 yard line, with a round in the chamber and 5 rounds in the magazine (which is in the weapon), stand by at the low ready position. On the command of "Fire", begin firing at the target. After the handgun goes dry, safely reload, then continue firing the final six rounds. Visually and physically inspect handgun, and holster an empty handgun. The applicant will have two minutes to complete the shooting portion of this drill.

SHOTGUN PORTION

1. Equipment
 - A. Remington model 870 shotgun
 - B. Five rounds of 12 gauge Slug
 - C. SWAT white on black silhouette target
2. All shotguns will be fired by the lead evaluator to ensure accuracy.
3. Target scoring
 - A. All white scoring areas count as a hit
 - B. 3 out of the 5 Slugs must be in the white scoring area to pass

Drill Number 1 – 5 Rounds/25 Yards

1. Course of fire / Five minute time limit
2. Five rounds will be fired from the 25-yard line standing off hand.

ADDENDUM 9.3

SWAT SELECTION PHYSICAL FITNESS TEST

INTRODUCTION

1. The physical fitness testing will take place at Camp Elliott, utilizing the facilities in and around the SWAT/SED Obstacle Course.
2. Scores will be given to each applicant's performance on each of the five evolutions of the test. A minimum score is required on each evolution, and an overall minimum score of 300 points is required to successfully pass the physical fitness test.
3. See SWAT PHYSICAL FITNESS TEST SCORE SHEET, following in this section, for performance scores for each event.

DISQUALIFICATIONS

1. Applicants who fail at any stage of the physical fitness testing will be immediately dropped, and not allowed to continue further in the selection process.

SAFETY RULES

1. STAR Paramedics will be at the facility for the duration of the physical testing.

FITNESS TEST

1. Events - the test will take place in the following order
 - A. 440 yard run - Minimum: 440 yards in 85 seconds or less
 - B. Push-ups (Cross Fit Style – hands come off ground) - Minimum: 20 push-ups in 60 seconds
 - C. Sit-ups - Minimum: 30 sit-ups in 60 seconds
 - D. Pull-ups - Minimum: 6 pull-ups, no time limit
 - E. Obstacle Course – Minimum: Complete the Course within four minutes
 - F. Three Mile Run – Minimum: No score, but must finish.

SWAT PHYSICAL FITNESS TEST SCORE SHEET

440		PUSH-UPS		SIT-UPS		PULL-UPS	
Time/Sec	Pts	#	Pts	#	Pts	#	Pts
55	100	50	100	60	100	15	100
56	98	49	98	59	98	14	94
57	96	48	96	58	96	13	88
58	94	47	94	57	94	12	82
59	92	46	92	56	92	11	76
60	90	45	90	55	90	10	70
61	88	44	88	54	88	9	64
62	86	43	86	53	86	8	58
63	84	42	84	52	84	7	52
64	82	41	82	51	82	6	46
65	80	40	80	50	80		
66	78	39	78	49	78		
67	76	38	76	48	76		
68	74	37	74	47	74		
69	72	36	72	46	72		
70	70	35	70	45	70		
71	68	34	68	44	68		
72	66	33	66	43	66		
73	64	32	64	42	64		
74	62	32	62	42	62		
75	60	30	60	40	60		
76	58	29	58	39	58		
77	56	28	56	38	56		
78	54	27	54	37	54		
79	52	26	52	36	52		
80	50	25	50	35	50		
81	48	24	48	34	48		
82	46	23	46	33	46		
83	44	22	44	32	44		
84	42	21	42	31	42		
85	40	20	40	30	40		

SWAT/SED COURSE

TIME	POINTS	TIME	POINTS
3:00	100	3:31	69
3:01	99	3:32	68
3:02	98	3:33	67
3:03	97	3:34	66
3:04	96	3:35	65
3:05	95	3:36	64
3:06	94	3:37	63
3:07	93	3:38	62
3:08	92	3:39	61
3:09	91	3:40	60
3:10	90	3:41	59
3:11	89	3:42	58
3:12	88	3:43	57
3:13	87	3:44	56
3:14	86	3:45	55
3:15	85	3:46	54
3:16	84	3:47	53
3:17	83	3:48	52
3:18	82	3:49	51
3:19	81	3:50	50
3:20	80	3:51	49
3:21	79	3:52	48
3:22	78	3:53	47
3:23	77	3:54	46
3:24	76	3:55	45
3:25	75	3:56	44
3:26	74	3:57	43
3:27	73	3:58	42
3:28	72	3:59	41
3:29	71	4:00	40
3:30	70		

ADDENDUM 9.4

SWAT WEAPONS STANDARDS

SDPD SWAT Weapons Standards

SAN DIEGO POLICE DEPARTMENT SPECIAL WEAPONS AND TACTICS TEAM WEAPONS STANDARDS GUIDELINES

All drills are fired on BT-5R/2 paper silhouette targets at varying distances of 3 to 25 yards. Valid body ‘hits’ for the submachine gun, rifle and pistol are registered for only the eight and ten rings of the center mass portion of the target, below the neckline. Head shot ‘hits’ are registered for the five ring area within the designated head zone, above the neckline. For the drills involving shotguns, each shot of 00 buck fired must register at least one pellet within the designated area.

Officers will wear eye and ear protection when firing these drills.

All drills are performed while wearing full tactical gear to include personal or tactical armor. Officers will load their submachine gun and rifle magazines from magazine pouches located on their individual tactical holster rigs or tactical vests. Double clamp magazine clamps may be used for H&K weapon systems and or AR-15 style weapon systems.

Shotgun ammunition will be loaded from a slung bandoleer configured in the same manner as those kept in the SEV. Officers possessing their own personal bandoleer will be allowed to use it. It may be configured in whatever manner they routinely carry it during SWAT operations. Handgun magazines will be loaded from the Officer’s individual tactical holster rig or tactical vest.

Except as specifically stated, all drills start from the ‘low ready’ position with both hands on the weapon. The ‘low ready’ position is defined as having the muzzle of the weapon depressed at approximately a 45 degree angle from the position in which the weapon would

be sighted on the target. For shoulder fire weapons, the stock of the weapon will be seated in the shoulder.

An electronic timing system is used for the enforcement of the established times. All drills begin at the sound of the electronic buzzer, and end upon the last round being fired.

Officers must demonstrate proper safe weapons handling skills at all times. Training and evaluation of all weapons safety rules are the same as operational rules and read as follows:

1. Treat every weapon as if it is loaded
2. Be conscious of where your muzzle is pointed at all times
3. Keep your finger outside the trigger guard until actively engaging a threat
4. Be sure of your target, backstop and beyond

Officers violating these rules and failing to demonstrate safe weapons handling skills, will be considered deficient in the use of the weapon, regardless of actual performance in completing the drills.

Officers will perform each drill until they successfully complete it. Officers unable to successfully pass these drills after five attempts during the allotted time frame for the evaluation process, will be considered deficient in the basic weapons handling skills required to carry the weapon during SWAT operations. The Officer will not be allowed to carry the weapon until further remediation and successful completion of the drill(s) can be accomplished.

SDPD SWAT STANDARDS SEMI-AUTOMATIC HANDGUN

1.	3 yards	Load		NTL
2.	3 yards sec	Double Tap	2 Rounds Body	1.5
3.	3 yards sec	Double Tap (From the Holster)	2 Rounds Body	3.5
4.	5 yards sec	Failure Drill	2 Rounds Body, 1 Round Head	2.5
5.	5 yards sec	Multiple Target ID	2 Rounds Body Each Target (3 Targets 1 designated no shoot)	3.0
6.	7 yards sec <i>Gas Mask</i>	<i>Planned</i> <i>Speed Reload</i>	<i>2 Rounds Body, Reload, 2 Rounds Body</i> <i>Fresh mag in hand, Dump old mag, Insert new</i> <i>(Time starts when mag is staged)</i>	4.5
7.	7 yards sec	Unplanned Speed Reload	2 Rounds Body, slide locks back Reload, Slide forward 2 rounds Body (Fresh mag in hand, Dump old mag Insert new mag, Slide forward	7.0
8.	7 yards sec	Malfunction	1 Round Body, Clear staged misfire Malfunction, 2 rounds body. Total of 3 Rounds fired	5.0
9.	10 yards sec	On the Move	2 Rounds Body Forward	1.5
10.	10 yards sec	On the Move	2 rounds Body Backwards	1.5
11.	10 yards	Unload	Activate safety, Remove magazine Lock slide to rear, Inspect	NTL

SDPD SWAT STANDARDS

REMMINGTON 870 SHOTGUN

(ALL FIRING STARTS FROM THE SHOULDERED LOW READY POSITION)

1.	7 yards sec	Transition	Dry Fire Empty Shotgun Draw Secondary Weapon, 2 rounds Body	5.0
2.	7 yards	Loading	Combat load 1 round, Tube load Remaining 4 rounds	NTL
3.	7 yards sec	Double Tap	2 Rounds Body	2.0
4.	7 yards sec	Failure Drill	2 Rounds Body, 1 head	3.0
5.	7 yards sec	Multiple Target ID	2 Rounds Body each target (3 Targets 1 designated no shoot)	4.0
6.	10 yards sec	On the Move	2 Rounds Body Forward	2.0
7.	10 yards sec	On the Move	2 rounds Body Backwards	2.0
8.	10 yards	Unload	Fully unload shotgun and Render safe	NTL

SDPD SWAT STANDARDS

BENELLI SUPER 90 SHOTGUN

(ALL FIRING STARTS FROM THE SHOULDERED LOW READY POSITION)

1.	7 yards sec	Transition	Dry Fire Empty Shotgun, Draw Secondary weapon 2 Rounds Body	5.0
2.	25 yards	Loading	Combat Load 1 round Slug Tub Load 2 nd Round Slug	NTL
3.	25 yards sec	Standing	1 Round Slug to Body	2.0
4.	25 yards sec	Stand to Kneel Stand to Squat	1 Round Slug to Body	3.0
5.	10 yards	Unload	Activate Safety, Clear Chamber Unload Tube, Inspect	NTL
6.	7 yards sec	Double Tap	2 Rounds Body	2.0
7.	7 yards sec	Failure Drill	2 Rounds Body, 1 Round Head	3.0
8.	7 yards sec	Multiple Target ID	2 Rounds Body each target (3 Targets 1 designated no shoot)	4.0
9.	10 yards sec	On the Move	2 Rounds Body Forward	2.0
10.	10 yards sec	On the Move	2 Rounds Backwards	2.0

SDPD SWAT STANDARDS HECKLAR & KOCH MP-5 Semi-Auto

1.	25 yards	Load	Insert Magazine, Tug, Working Parts Forward, Selector Switch To Firing mode	NTL
2.	(25 yards X2) sec	Standing (Drill Done With Red Dot and Then Iron Sights)	2 Rounds Body (Semi Auto Fire)	3.0
3.	25 yards sec	Stand to Kneel Stand to Squat	2 Rounds Body (Semi Auto Fire)	4.0
4.	10 yards sec	On the Move	2 Rounds Body Forward	1.5
5.	10 yards sec	On the Move	2 Rounds Body Backwards	1.5
6.	7 yards sec	Double tap	2 Rounds Body	1.5
7.	7 yards sec <i>Gas Mask</i>	<i>Reload</i> (W/Dual Mags)	<i>4 Rounds Body, Reload 4 Rounds Body, Bolt to Rear, Old Mag Out, New Mag In, Tug, Bolt Forward</i> <i>(Time starts when buzzer sounds)</i>	7.0
8.	7 yards sec	Multiple Target ID	2 Rounds Body each target (3 Targets 1 designated no shoot)	3.0
9.	5 yards sec	Failure Drill	2 Rounds Body, 1 Rounds Head	2.5
10.	5 yards	Unload	Selector to Safe, Mag Out Bolt to Rear, Inspect	NTL
11.	5 yards sec	Transition	One Round in Magazine. Attempt to double tap. Weapon will fire once. Transition (3 Rounds Body total)	5.0

SDPD SWAT STANDARDS HECKLAR & Koch MP-5 Full-Auto

1.	25 yards	Load	Insert Magazine, Tug, Working Parts Forward, Selector Switch To Firing mode	NTL
2.	(25 yards X2) sec	Standing (Drill Done With Red Dot and Then Iron Sights)	2 Rounds Body (Semi Auto Fire)	3.0
3.	25 yards sec	Stand to Kneel Stand to Squat (Remainder of Drills Fired on Full Auto Fire Mode)	2 Rounds Body (Semi Auto Fire)	4.0
4.	10 yards sec	On the Move	4 Rounds Body Forward	1.5
5.	10 yards sec	On the Move	4 Rounds Body Backwards	1.5
6.	7 yards sec	Double tap	4 Rounds Body	1.5
7.	7 yards sec	Reload Gas Mask (W/Dual Mags)	4 Rounds Body, Reload 4 Rounds Body, Bolt to Rear, Old Mag Out, New Mag In, Tug, Bolt Forward (Time starts when buzzer sounds)	7.0
8.	7 yards sec	Multiple Target ID	4 Rounds Body each target (3 Targets 1 designated no shoot)	3.0
9.	5 yards sec	Failure Drill	4 Rounds Body, 2 Rounds Head	2.5
10.	5 yards	Unload	Selector to Safe, Mag Out Bolt to Rear, Inspect	NTL
11.	5 yards sec	Transition Transition	One Round in Magazine. Attempt to double tap. Weapon will fire once (2 Rounds Body)	5.0

SDPD SWAT STANDARDS

AR-15

1.	50 yards	Load	Insert Magazine, Tug Working Parts Forward, Selector Switch To Firing mode	NTL
2.	50 yards	Standing (Drill Done With Red Dot and Then Iron Sights)	2 Rounds Body	4.0 sec
3.	50 yards	Stand to Kneel Stand to Squat	2 Rounds Body	6.0 sec
4.	25 yards Gas Mask	<i>Reload</i>	<i>2 Rounds Body, Reload 2 Rounds Body, Old Mag Out, New Mag In, Tug (Time starts when mag is staged)</i>	7.0 sec
5.	15 yards	Double Tap	2 Rounds Body	2.0 sec
6.	15 yards	Multiple Target ID	2 Rounds Body each target (3 Targets 1 designated no shoot)	4.0 sec
7.	10 yards	On the Move	2 Rounds Body Forward	1.5 sec
8.	10 yards	On the Move	2 Rounds Body Backwards	1.5 sec
9.	7 yards	Failure Drill	2 Rounds Body, 1 Round Head	2.5 sec
10.	7 yards	Unload	Selector to Safe, Mag Out Bolt to Rear, Inspect	NTL
11.	7 yards	Transition	One Round in Magazine. Attempt to 5.0 double tap. Weapon will fire once. Transition and fire two additional rounds	

*This is the same qualification used for NVGs.

ADDENDUM 9.4.1



The City of San Diego

MEMORANDUM

DATE: September 6, 2018

TO: Chris McGrath, Assistant Chief of Police, Support Operations

FROM: Stephanie Rose, Captain, Operational Support Division

SUBJECT: Excusal for SRT from Department Training Shoots

The San Diego Police Department holds three (3) department shoots each year. The shoots are divided by three patrol shift changes during that year. All officers are given approximately four months to complete one department qualification shoot.

The department training shoots held in the first two shifts of the calendar year are not held for record and are practice shoots to help prepare officers for the qualification shoot for record held during the third shift of the calendar year.

The SWAT Special Response Team (SRT) trains four days a week. Two of the four weekly training days are dedicated to firearms. They train with the AR-15, MP-5 and handgun. Some of the training days are dedicated specifically to handgun but even if they are training with one of their rifles they always incorporate some handgun into that training. In addition all members of SRT are POST firearms instructors.

Historically members of SRT have been excused from the first two department training shoots and have been required to attend the qualification shoot for record. This has been an ongoing practice and makes sense due to the amount of firearms training they do on a regular and ongoing basis year round.

Up to this point there has not been any documentation excusing SRT from the two department training shoots. This has been a past practice and has been accepted by prior

Range masters and prior Captains of Operational Support Division. The Captain of Operational Support Divisions still receives a memo at the end of the first two training shoots informing them that all of SRT has missed the shoot.

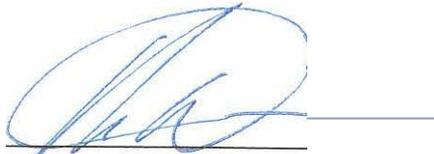
I respectfully request that this memo be approved by Training and the Range master to allow for the excusal from training shoots for active members of SRT. This will ensure that with future Captains of Operational Support and future Range masters there will be no confusion or disciplinary action taken for what has been an ongoing and now documented practice. At the beginning of each shift containing a training shoot, where SRT will be excused, the SWAT CO will send the Range master a list of all Officers and Sergeants assigned full time to SRT.

This memo will not excuse members of SRT from attending and passing the annual department qualification shoot for record.

A copy of this signed memo will be added to the SWAT Operations Manual. A copy of this signed memo will also be kept with Training Division and the Range master.



Stephanie Rose
SR/rd.



R
Robert Daun, Lieutenant
SWAT Commanding Officer



Al Leos, Captain
Training Division



Chris Sarot, Sergeant
Range master

ADDENDUM 9.5

SWAT SAFETY REGULATIONS

**SDPD SWAT SAFETY
REGULATIONS**

(SQUARE RANGE)

SAFETY BRIEF

- A. Operational/Range Safety Rules (Read to Students)**
1. Treat every weapon as if it is loaded
 2. Be conscious of where your muzzle is pointed at all times
 3. Keep your finger outside the trigger guard until actively engaging a threat
 4. Be sure of your target, backstop and beyond
- B. Additional Live-Fire Safety Rules (Read to students)**
1. Load and unload only when told to do so by an instructor
 2. No manipulation of firearms behind the firing line without permission from the instructor
 3. Never step forward of the firing line without permission from the instructor
 4. Instructors will sound off with a “Cease Fire” anytime they perceive an unsafe situation

5. Anytime you perceive an unsafe situation, you should sound off with a “Cease fire” and notify the instructor
6. Anytime a “Cease fire” is called immediately hold in place, point your muzzle in a safe direction, place your weapon on safe, echo the “Cease fire” if necessary and standby for additional directions from the Instructor/Safety Officer
7. Any violation of the operational/range safety rules or any action deemed unsafe by the instructor will be reported to a SWAT Supervisor
8. Any injury will immediately be reported to an instructor and reported to a SWAT Supervisor per department procedure
9. Post training-ensure you reconfigure all gear to an operational status

C. LIVE-FIRE SAFETY GUIDELINES (Do not read to students)

The following rules and guidelines do not need to be read to students, however the instructor will know and understand them.

1. All firearms training must be supervised by an instructor
2. A safety kit is required at all live fire training evolutions
3. Eye protection, ear protection, gloves, and issued body armor are required during all live-fire evolutions
4. Ballistic helmets are generally required during all live-fire shooting on the move evolutions where more than one shooter at a time is conducting the drill
5. Transitions from a live-fire shoulder weapon to a live-fire handgun while shooting on the move may be allowed at the discretion of the Instructor

SCENARIO WORK

NO MUNITIONS

SAFETY BRIEF

A. Operational/Range Safety Rules (Read to Students)

1. Treat every weapon as if it is loaded
2. Be conscious of where your muzzle is pointed at all times
3. Keep your finger outside the trigger guard until actively engaging a threat
4. Be sure of your target, backstop and beyond

B. Scenario work, no munitions (Read to students)

1. Make sure you have secured all live munitions/Taser/OC/impact weapons/flashbangs, magazines and back up weapons in your vehicles
2. Conduct a self-check prior to instructor inspection
3. All weapons and equipment will be inspected for any live ammunition
4. An Instructor will place yellow safety tape on the inspected firearms front site area. The magazine well will also be taped on handguns. This will indicate to all participants that the firearm is loaded appropriately for the training evolution.
5. Report any injuries to an instructor
6. Monitor and insure your safety gear is appropriate and functional
7. Any observers and/or training staff that are armed for 'Officer Safety' purposes will advise the instructor they are armed, and request permission to remain armed while at the training site. With the instructors approval, they will don a safety vest and may remain at the training site
8. Post training-ensure you reconfigure all gear to an operational status

C. Cease Fire (Read to students)

1. In the event any unsafe action is recognized, a “Cease Fire” should be called out
2. When the “Cease Fire” is heard, all activity should stop, weapons placed on safe and pointed in a safe direction until given further direction by an Instructor
3. In the event a role player needs to halt a scenario for safety reasons, an immediate cease fire must be called and the cease fire protocol be initiated
4. If a piece of safety gear becomes dislodged, the safety gear should be set back into place immediately
5. If a participant is in immediate danger, a “Cease fire” must be called. The participant should immediately face away from all other participants if possible, raise their hands over their heads and call out with a “Cease fire”
6. The “Cease fire” should be echoed by all participants until the instructor calls for a cease fire

D. Instructor information only (Do not read to students)

1. All participants wishing to enter the training site must submit to a safety inspection to prevent any unauthorized live ammunition and/or live weapons entering the training area. Any personnel not wishing to comply will be directed to leave the training area
2. The Instructor or designee will place yellow safety tape on the inspected firearms front area. The magazine well will also be taped on handguns. This will indicate to all participants that the firearm is loaded appropriately for the training evolution
3. A Safety Officer will be designated by the lead instructor. The Safety Officer may also be an instructor
4. A safety kit is required to be on site at all SDPD SWAT training.

E. Mandatory Safety Equipment

1. Students
 - a. Eye Protection (Wrap-around Recommended)
 - b. Operational Body Armor
 - c. Long Pants
 - d. Shoes/Boots
2. Instructors/Safety Officer/Observers
 - a. Eye Protection (Wrap-around Recommended)
 - b. Long Pants
 - c. Shoes/Boots
 - d. Safety vest

SCENARIO WORK

BLANK MUNITIONS

SAFETY BRIEF

A. Scenario work, blank munitions (Read to Students)

1. Treat every weapon as if it is loaded
2. Be conscious of where your muzzle is pointed at all times
3. Keep your finger outside the trigger guard until actively engaging a threat
4. Be sure of your target, backstop and beyond

B. Additional Safety Rules (Read to students)

1. Make sure you have secured all live munitions/Taser/OC/impact weapons/flash bangs, magazines and back up weapons in your vehicles
2. Conduct a self-check prior to Instructor inspection
3. There will be a Safety Inspection Point. An Instructor will conduct an inspection to ensure all weapons, magazines, and equipment contains no ammunition or munitions. Anyone wishing to enter the training site must submit to a safety inspection.
4. An Instructor will place yellow safety tape on the inspected firearm's front site area. The magazine well will also be taped on handguns. This will indicate to all participants that the firearm is loaded appropriately for the training evolution.
5. Monitor and ensure your safety gear is appropriate and functional
6. All injuries must be immediately reported to an instructor
7. Any observers and/or training staff that are armed for 'Officer Safety' purposes will advise the Instructor and request permission to remain armed while at the training site. With the instructors approval, they will don a safety vest and may remain at the training site

5. Post training-ensure you reconfigure all gear to an operational status

C. Cease Fire (Read to students)

1. In the event any unsafe action is recognized, a “Cease Fire” should be called out
2. When the “Cease Fire” is heard, all activity should stop, weapons placed on safe and pointed in a safe direction until given further direction by an Instructor
3. In the event a role player needs to halt a scenario for safety reasons, an immediate cease fire must be called and the cease fire protocol be initiated.
4. If a piece of safety gear becomes dislodged, the safety gear should be set back into place immediately
 - a. If a participant is in immediate danger, a “Cease fire” must be called. The participant should immediately face away from all other participants if possible, raise their hands over their heads and call out with a “Cease fire”
 - b. The “Cease fire” should be echoed by all participants until the Instructor calls for a cease fire

D. Instructor information only (Do not read to students)

1. All participants wishing to enter the training site must submit to a safety inspection to prevent any unauthorized live ammunition and/or live weapons entering the training area. Any personnel not wishing to comply will be directed to leave the training area
2. The instructor or designee will place yellow safety tape on the inspected firearms front area. The magazine well will also be taped on handguns. This will indicate to all participants that the firearm is loaded appropriately for the training evolution
3. A Safety Officer will be designated by the lead instructor. The Safety Officer may also be an Instructor
4. A safety kit is required to be on site at all SDPD SWAT training.

Blank Firing Adapter (BFA)

E. Blank Ammunition	Conventional Blanks
1. 9mm Blanks	(BFA Required)
2. .223 Blanks	(BFA Required)
3. .308 Blanks	(No BFA Available)
4. 40mm Blanks	(Simunition Conversion Kit Required)

E. Weapons with UTM Blank Firing Adapters (BFA'S) (Read to Students)

1. BFA'S are designed to block expelled gases and port them out of the barrel
2. BFA'S block most primer fragments from discharging towards the target
3. BFA'S do not block all gases and fragments
4. Do not fire blanks from a position where the expelled gases and fragments may impact someone (Within 18 inches/1.5 feet)
5. If presented with a shoot scenario, involving a live role player within 18 inches (1.5 feet), do not shoot the role player.

F. The following rules must be followed when using Conventional blanks (Non-UTM) (Do Not Read to Students)

1. BFA'S must be used on all MP5's and AR-15's using conventional blanks
2. A secondary check by the safety Officer is required to ensure the BFA is installed correctly
3. Shots closer than (5 feet) will not be taken with a BFA equipped weapon

Simunition blanks (Do Not Read to Students)

1. Simunition blanks use either rim fire or special primers to fire the blank cartridges
2. Do not fire blanks from a position where the expelled gases and fragments may impact someone (5 foot rule)

3. If presented with a shoot scenario, involving a live role player within 5 feet, do not shoot the role player.

H. Weapons without BFA'S for Conventional Blanks (Do not read to Students)

No BFA'S are available for bolt action rifles

.308 blanks have a standoff of twenty (20) yards. If presented with a shoot scenario, involving a person within twenty (20) yards, the shot shall not be taken.

The 40MM Simunition Conversion kit uses a 9mm blank cartridge to simulate the noise of a 40MM less lethal round being fired. Do not fire blanks from a position where the expelled gases and fragments may impact someone (5 foot rule).

7.62x39 AK47 conventional blanks are for role player use during scenarios to simulate weapons and noise. Do not fire blanks from a position where the expelled gases and fragments may impact someone (20 yards).

I. Standoff Distances for weapons equipped to fire blanks:

Ultimate Training Munitions (UTM) Blanks

1. 9mm blanks – 18 inches
2. 5.56mm blanks – 18 inches

Conventional Blanks

1. .308 blanks – 20 yards
2. 7.62x39 AK47 blanks – 20 yards
3. 40mm blanks – 5 feet

I. Mandatory Safety Equipment (Read to Students)

1. Eye Protection
2. Operational Body Armor
3. Long Pants
4. Shoes/Boots
5. Ear Protection recommended

K. Instructor/Safety Officer/Observers (Do not read to students)

1. Eye Protection
2. Long Pants
3. Shoes/Boots
4. Safety Vest

LIVE-FIRE SHOOT HOUSE

SAFETY RULES

SAFETY BRIEF

- A. Operational/Range Safety Rules (Read to Students)**
 - 1. Treat every weapon as if it is loaded
 - 2. Be conscious of where your muzzle is pointed at all times
 - 3. Keep your finger outside the trigger guard until actively engaging a threat
 - 4. Be sure of your target, backstop and beyond

- B. Additional Live-Fire Safety Rules (Read to students)**
 - 1. Load and unload only when told to do so by an instructor
 - 2. No manipulation of firearms without permission from an instructor
 - 3. Never step forward of the firing line without permission from the instructor
 - 4. Instructors will sound off with a “Cease Fire” anytime they perceive an unsafe situation
 - 5. Anytime you perceive an unsafe situation, you should sound off with a “Cease fire” and notify the instructor
 - 6. Anytime a “Cease fire” is called immediately hold in place, point your muzzle in a safe direction, place your weapon on safe, echo the “Cease fire” if necessary and standby for additional directions from the Instructor/Safety Officer
 - 7. Any violation of the operational/range safety rules or any action deemed unsafe by the instructor will be reported to a SWAT Supervisor
 - 8. Any injury will immediately be reported to an instructor and reported to a SWAT Supervisor per department procedure
 - 9. Post training-ensure you reconfigure all gear to an operational status

C. LIVE-FIRE SAFETY GUIDELINES (Do not read to students)

The following rules and guidelines do not need to be read to students, but should be known and understood by the instructor.

1. All firearms training must be supervised by an instructor
2. A safety kit is required at all live fire training evolutions
3. Eye protection, ear protection, gloves, and issued body armor are required during all live-fire evolutions
4. Transitions from a live-fire shoulder weapon to a live-fire handgun while shooting on the move may be allowed at the discretion of the Instructor
5. Ballistic helmets are generally required during all live-fire shooting on the move evolutions where more than one shooter at a time is conducting the drill

D. LIVE-FIRE SHOOTHOUSE SAFETY GUIDELINES (Do not read to students)

The following rules and guidelines do not need to be read to students, but should be known and understood by the instructor.

1. All firearms training must be supervised by an Instructor
2. A safety kit is required at all live fire training evolutions
3. Eye protection, ear protection, and issued body armor and helmets are required during all live-fire shoot house evolutions
4. Instructors will wear issued body armor during all live fire evolutions
5. Scenarios shall be designed so operators will not move into the line of fire of a shooter
6. The Safety Officer and one other Firearms Instructor will inspect target placement prior to each training repetition to insure safe target placement
7. Shots will not be fired from outside a doorway into a room, across hallways, or from room to room unless

- a. the scenario has been specifically designed for this to be done safely and
- b. there is no chance a participant or role-player may move into the line of fire from an area out of the line of sight of the shooter

SCENARIO WORK

MARKING ROUNDS

SAFETY BRIEF

A. Operational/Range Safety Rules (Read to Students)

1. Treat every weapon as if it is loaded
2. Be conscious of where your muzzle is pointed at all times
3. Keep your finger outside the trigger guard until actively engaging a threat
4. Be sure of your target, backstop and beyond

B. Scenario work, marking cartridges (Read to students)

1. Make sure you have secured all live munitions/Taser/OC/impact weapons/flashbangs, magazines and back up weapons in your vehicle
2. Conduct a self-check prior to Instructor inspection
3. All weapons and equipment will be inspected for any live ammunition
4. All weapons will be yellow taped to signal they have been inspected for live ammo. Yellow tape will be a visual indicator the weapon is loaded appropriately for the evolution. All magazines will be blue or have a blue indicator strip along the side.
5. Report any injuries to an instructor
6. Monitor and insure your safety gear is appropriate and functional
Any observers and/or training staff that are armed for 'Officer Safety' purposes will advise the Instructor and request permission to remain armed while at the training site. With the Instructors approval, they will don a safety vest and may remain at the training site
6. Post training-ensure you reconfigure all gear to an operational status

E. Weapons equipped to shoot 5.56mm marking rounds (Read to students)

1. All marking rounds have a standoff of 3' feet (1 meter). No Contact Shots.
2. Average muzzle velocity is 375 fps and the mean radius is approximately 2 inches at 25 meters.
3. Optimum effective range is 30 meters and closer. Maximum effective range is approximately 50 meters.

D. Weapons equipped to shoot 9mm marking rounds (Read to students)

1. All marking rounds have a standoff of 3' feet (1 meter). No Contact Shots.
2. Average muzzle velocity is 335 fps and the mean radius is approximately 2 inches at 10 meters.
3. Optimum effective range is 10 meters and closer. Maximum effective range is approximately 20 meters.

E. Cease Fire (Read to students)

1. In the event any unsafe action is recognized, a "Cease Fire" should be called out
5. When the "Cease Fire" is heard, all activity should stop, weapons placed on safe and pointed in a safe direction until given further direction by an Instructor
6. In the event a role player needs to halt a scenario for safety reasons, an immediate cease fire must be called and the cease fire protocol be initiated.
7. If a piece of safety gear becomes dislodged, the safety gear should be set back into place immediately
 - a. If a participant is in immediate danger, a "Cease fire" must be called. The participant should immediately face away from all other participants if possible, raise their hands over their heads and call out with a "Cease fire"

- b. The “Cease fire” should be echoed by all participants until the Instructor calls for a cease fire

F. Instructor Information Only (Do not read to students)

1. As the Instructor during a training scenario using simmunitions/FX marking or UTM cartridges, you are responsible for insuring that all participants have the below listed equipment, specific to your scenario
2. All participants wishing to enter the training site must submit to a safety inspection prior to entering the training area to prevent any unauthorized live ammunition and/or live weapons. Any personnel not wishing to comply will be directed to leave the area
3. The Instructor or designee will place yellow safety tape on the inspected firearms front area. The magazine well will also be taped on handguns. This will indicate to all participants that the firearm is loaded appropriately for the training evolution.
4. A safety kit is required to be on site at all SDPD SWAT training.

G. Mandatory Safety Equipment

1. Students

- a. Eye Protection (Wrap-around Recommended)
- b. Soft Body Armor (Minimum)
- c. Long pants
- d. Shoes/Boots

1. Instructors/Observers

- a. Eye Protection (Wrap-around Recommended)
- b. Long Pants
- c. Shoes/Boots
- d. Safety Vest

1. Safety Officer

- a. Instructor Level Protection
- b. *Note: An Instructor may serve as the Safety Officer

H. Two-way Marking Cartridge Scenarios (Additional Equipment Requirements)

1. Participants and Role Players
 - a. SWAT Approved Face Protection
 - b. Throat Protection
 - c. Gloves
 - d. Groin Protection
 - e. Long Sleeve Shirt
 - f. Soft Body Armor

I. One-way Marking Cartridge Scenarios with Live Role Players (Additional Equipment Requirements)

1. Live Role Players
 - a. SWAT Approved Face Protection
 - b. Throat Protection
 - c. Gloves
 - d. Groin Protection
 - e. Long Sleeve Shirt
 - f. Soft Body Armor

*Note: Role Players are not using marking cartridges

2. Students
 - a. Eye Protection (Wrap-around Recommended)
 - b. Soft Body Armor (Minimum)
 - c. Long pants
 - d. Shoes/Boot

Safety Kits

A. Safety Kit Guidelines:

1. A safety kit will be present at every SWAT training session.
2. The safety kit will be in plain view and readily available at every SWAT training site.
3. Every instructor/assistant instructor should be familiar with the contents of the safety kit and its location during a SWAT training session.

4. Every safety kit should generally have the same contents:
 - a. Copy of “SDPD SWAT SAFETY REGULATIONS”
 - b. Soft ear protection (several pairs)
 - c. Yellow tape
 - d. Trauma Kit

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]