

**DISCHARGE OF FIREARM (NON-TRAINING RELATED) POLICY /
PROCEDURES**

Approved in MOTION 1105.03

I. DEFINITIONS

Officer-involved shooting

An officer's discharge of a firearm that results in the physical injury or death of a person, whether or not the discharge was unintentional.

Officer-involved discharge

An officer's unintentional discharge of a firearm that does not cause injury or death to a person.

II. PURPOSE

It is the policy of the Firearm Education and Training Commission to review every instance in which an officer certified by the FETC unintentionally discharges his/her weapon whether or not such discharge results in an injury or death. The purpose of this review process is to ensure that FETC sponsored training, policy, and procedures are followed.

III. PROCEDURES

A. Officer Involved Shooting.

1. These discharges shall be reported by telephone, via the PBPP 24/7 Hotline, to the Executive Director of the Firearm Education and Training Commission by the director/chief of probation or his/her representative within 24 hours of the event occurrence at 717-787-1877 (anytime) or 800-932-4857 (after hours or if toll-free is needed).
2. After the county probation and parole office addresses the matter internally, a copy of applicable reports and statements will be forwarded to the FETC.
3. The Firearm Education and Training Commission Safety Committee shall review the submitted reports and policies. Additionally the Safety Committee shall review the officer's training record with the FETC. The Safety Committee shall then make a recommendation to the full Commission on what course of action should be taken.
4. The FETC may suspend or revoke an officer's certification to carry based on the findings in paragraph 3 and/or require the officer to complete additional training. Additional training may include a review of the commission's safety section of the basic firearms training curriculum.

B. Officer-involved unintentional discharge.

1. These discharges shall be reported to the Executive Director of the Firearm Education and Training Commission by the director/chief of probation or his/her representative, via FETC Incident Report Form

number 49, within 10 days of the event occurrence. If the Executive Director is unavailable, these discharges shall be reported to the Commission Chairman.

2. After the county probation and parole office addresses the matter internally, a copy of applicable reports and statements will be forwarded to the FETC.
 3. The Firearm Education and Training Commission Safety Committee shall review the submitted reports and policies. Additionally the Safety Committee shall review the officer's training record with the FETC. The Safety Committee shall then make a recommendation to the full Commission on what course of action should be taken.
 4. The FETC may suspend or revoke an officer's certification to carry based on the findings in paragraph 3 and/or require the officer to complete additional training. Additional training may include a review of the commission's safety section of the basic firearms training curriculum.
- C. Unintended instructor-related discharge at a training event.
1. The instructor shall be immediately removed for the duration of the training event.
 2. The instructor's CFI certification shall immediately be suspended pending a review and decision by the Commission.
 3. The Executive Director of the Firearm Education and Training Commission shall be notified by telephone, via the PBPP 24/7 Hotline, within one hour of the discharge at 717-787-1877 (anytime) or 800-932-4857 (after hours or if toll-free is needed).
 4. All instructors and witnesses participating in the training event will submit a report, via FETC Incident Report Form number 49, of the weapon discharge before the end of the training day.
 5. The procedures in section A or B above will be followed.

The commission acknowledges that incidents like malfunctions and failures can occur with students' weapons and that an instructor's subsequent efforts to assess, repair, or clear these malfunctions and failures may lead to a weapon discharging in an unanticipated way. As long as an instructor is adhering to proper range safety protocols when such a discharge occurs (has not performed a negligent, unsafe, or careless act) and there are no injuries, the weapon discharge procedure does not take effect and no discharge report is necessary.

- D. Failure to Report an Accidental Discharge.
1. If the director/chief of probation fails to report a discharge of a weapon to the FETC and the FETC is notified by other than the chief or his/her representative, the involved officer's certification may be revoked.