Police use of Firearms

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Police use of Firearms

Part one – Policy

Policy summary

The safety of the public is of paramount importance when considering the issue of firearms to police officers in order to combat criminality and assure public safety.

The four forces of the Yorkshire and the Humber region (YatH) have collaborated and produced regional standard operating procedures (SOPs) which cover firearms. In addition, West Yorkshire Police officers must also comply with national Authorised Professional Practice (APP) and, in particular, the APP on Armed policing.

This local West Yorkshire Police policy procedure references both national and regional best practice and ensures that the Force will only:

- Arm officers who have undergone a specific training and selection programme to become authorised firearms officers (AFO/ARVOs); and
- Equip officers in accordance with that training and their role.

ARVOs/AFOs will be subject to regular refresher training and continued assessment as to their suitability to continue in this role.

NB No officer will be deployed without the appropriate authority.

Aim

The aims of this policy procedure are to explain:

<table>
<thead>
<tr>
<th>No</th>
<th>Aim</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>officers responsibilities and the command structure;</td>
</tr>
<tr>
<td>2</td>
<td>when and how the use of firearms will be authorised;</td>
</tr>
<tr>
<td>3</td>
<td>when it is appropriate for an officer to self-arm;</td>
</tr>
<tr>
<td>4</td>
<td>what happens in planned operations and spontaneous incidents;</td>
</tr>
<tr>
<td>5</td>
<td>how officers should be briefed and debriefed;</td>
</tr>
<tr>
<td>6</td>
<td>how incidents should be recorded on policy logs;</td>
</tr>
<tr>
<td>7</td>
<td>what happens when firearms are discharged intentionally or unintentionally; and</td>
</tr>
<tr>
<td>8</td>
<td>the circumstances when an officer's firearms authority might be withdrawn.</td>
</tr>
</tbody>
</table>

Scope

This policy procedure applies to all police officers, specifically those who have been selected and trained to use firearms and or command incidents.
Compliance

National

APP Armed policing

Regional

Animal destruction
Armed response vehicles
Clothing and personal protection equipment
Command
Command structure and roles
Cross boundary deployment and command
Overarching policy for YatH armed policing
Overt body armour
Suspension of authority
Unintentional discharge

Related policy procedures

Armed response vehicles and armoury – weapon handover
Firearms and ballistics recovery and destruction
Firearms – Post incident procedure
Firearms – Reporting of gun shot wounds
Taser – Extended operational use

Chapter 1 Principles

All officers

All officers involved in firearms operations, must have received relevant training commensurate with their role, supplemented with practical experience in firearms operations.

Untrained or inexperienced officers must not assume responsibilities that:
• they are not authorised to accept; or
• are outside their experience.

Such responsibilities must be referred to a suitably trained or more experienced officer.

ARVO’s/AFO’s responsibility

In most situations, it is the individual ARVO/AFO who must assess the immediacy and proximity of the threat and make an operational decision as to whether it is absolutely necessary to discharge a firearm or take other decisive action.

An officer will be deemed to have:
### Issuing weapons

Firearms can only be issued to ARVOs/AFOs when the appropriate authority has been granted.

The deployment of ARVOs/AFOs should only be authorised in the following circumstances:

1. Where the officer authorising the deployment has ‘reason to suppose’ that officers may have to protect themselves or others from a person who is:
   - in possession of, or has immediate access to, a firearm or other potentially lethal weapon; or
   - otherwise so dangerous that the deployment of armed officers is considered appropriate.
2. As an operational contingency in a specific operation based on the threat assessment.
3. For the destruction of animals which are dangerous or are suffering unnecessarily.

**NB** The use of the words ‘reason to suppose’ sets the level of knowledge required (about the existence of a threat justifying the deployment of ARVOs/AFOs) at a far lower level than that which would actually justify the use of firearms.

If any of the above criteria are believed to be satisfied, authority must then be given for the issue of firearms. Where an officer is considering applying for the issue of firearms, they are reminded that safety should not be compromised by unnecessary delays in the decision making process.

### Withdrawal of authority

There are certain circumstances where an ARVO’s or AFO’s authority could be withdrawn.

### Further information

For further information on the police use of firearms, please refer to the following:

- **APP Armed policing**
- **College of Policing Stay safe at firearms incidents**
• **Taser – Extended operational use**
• **Home Office Code of Practice** on Police Use of Firearms and Less Lethal Weapons;
• **ACPO Manual of Guidance** on the Humane Destruction of Animals by Police; and
• relevant contingency plans.

**Policy ownership**
The ownership and development of all firearms policy procedures is the responsibility of the ACC Operations Support.

### Chapter 2  Explanation of terms or definitions

**Information**
The terms or definitions used in this document are explained below:

<table>
<thead>
<tr>
<th>Role</th>
<th>Acronym</th>
<th>Responsibilities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorised Firearms Officer</td>
<td>AFO</td>
<td>Officers who have been selected, trained, accredited to national standards to use weapons requiring special authorisation. This is not an officer’s primary role; it is an additional role to support Operations. The officer can come from any District or Department.</td>
</tr>
<tr>
<td>Armed Response Vehicle Officer</td>
<td>ARVO</td>
<td>Officers who have been selected, trained, accredited to national standards to use weapons requiring special authorisation. But have additional skill sets to AFOs as outlined by the National Firearms Training Curriculum. They are posted on the Firearms Support Unit within Operations Support Division.</td>
</tr>
<tr>
<td>Counter Terrorist Specialist Firearms Officer</td>
<td>CTSFO</td>
<td>Specialist Firearms Officers (SFOs) who form part of the Armed Crime Tactical Team (ACTT) who have received separate and specific training to operate within counter terrorist operations.</td>
</tr>
</tbody>
</table>
| Firearms and Critical Incident Command Cadre | FCIC    | All members of the Firearms Critical Incident Command Cadre are accredited Tactical Firearms Commanders (TFCs). The Cadre is in operation for the command of all spontaneous incidents and planned operations.  
In addition to the main FCIC Cadre, there is a smaller Specialist Tactical Firearms Command (STFC) Cadre.  
Membership of both cadres is determined by ACC Operations Support and is subject to regular review. |
<table>
<thead>
<tr>
<th>Firearms Support Unit</th>
<th>FSU</th>
<th>The Force has five firearms teams providing armed response vehicle (ARV) cover and additional firearms support. Each team comprises a maximum of two sergeants and 28 constables. At least one team is on duty 24 hours a day.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Firearms Tactics Advisor</td>
<td>Accredited through attending the national course and portfolio submission. Advises Strategic Firearms Commander (SFC) and TFC on all matters relating to firearms tactics.</td>
<td></td>
</tr>
<tr>
<td>Firearms Training AFOs/ARVOs</td>
<td>Fireams Training has a number of officers who are AFOs/ARVOs. To maintain their operational experience, training officers will rotate duties with Firearms Support Unit (FSU) members and are available to be deployed on any firearms incident, should the need arise.</td>
<td></td>
</tr>
<tr>
<td>Force Duty Officer</td>
<td>FDO</td>
<td>A substantive inspector based within Communications Section, Operations Support. Accredited through attending the national course and portfolio submission, subject to annual review. Reviews intelligence and live events using the National Decision Model (NDM) to direct a proportionate response to spontaneous incidents. Deploys armed resources with appropriate authority where required.</td>
</tr>
<tr>
<td>Initial Investigative Officer</td>
<td>IIO</td>
<td>Officer appointed to oversee the investigation immediately after an intentional police discharge of firearms. This role will be carried out by the duty Homicide and Protective Services - Crime senior investigating officer (SIO).</td>
</tr>
<tr>
<td>Operational Firearms Commander</td>
<td>OFC</td>
<td>Accredited through attending a national course and portfolio submission, subject to annual review. Commands a group of officers carrying out functional or territorial responsibilities related to a tactical plan.</td>
</tr>
<tr>
<td>Operations Support</td>
<td>Ops Support</td>
<td>All ARVOs, SFOs, FCIC cadre members and FDOs form part of Operational Support.</td>
</tr>
<tr>
<td>Role</td>
<td>Acronym</td>
<td>Responsibilities</td>
</tr>
<tr>
<td>-----------------------------</td>
<td>---------</td>
<td>-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Post Incident Manager</td>
<td>PIM</td>
<td>Post incident managers facilitate, manage and ensure the integrity of the post incident procedure. They are located in Operations Support and are available 24 hours a day.</td>
</tr>
</tbody>
</table>
| Specialist Firearms Officer | SFO     | AFOs, who have received specialist training in advanced tactics which includes:  
  • Dynamic intervention/entry;  
  • Interdictions; and  
  • Mobile armed support to surveillance tactics and form part of the ACTT.  
  • ARV  
They are generally deployed covertly and are trained in dynamic entry/intervention and the use of specialist munitions.                                                                                                           |
<p>| Counter Terrorist Specialist Firearms Officer | CTSFO   | SFOs, who have received specialist training in advanced tactics, which includes all the skills of an SFO but with the addition of Counter terrorism training.                                                                                                                                                                          |
| Specialist Firearms Operations |        | A specialist firearms operation is an operation conducted in relation to national security, counter terrorism or where the nature of the circumstances surrounding the incident are deemed so serious by an accredited SFC that they direct that the incident should be commanded by an accredited Specialist TFC. |
| Specialist Tactical Firearms Command Cadre | STFC    | All members of the Specialist Tactical Firearms Command Cadre will be either accredited Specialist TFCs or experienced TFCs who have been determined by ACC – Operations Support as competent to command those operations using advanced tactics.                                                                 |</p>
<table>
<thead>
<tr>
<th>Role</th>
<th>Acronym</th>
<th>Responsibilities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Strategic Firearms Commander</td>
<td>SFC</td>
<td>Determines the strategic objectives and sets any tactical parameters. Retains strategic oversight and overall command responsibility.</td>
</tr>
<tr>
<td>Tactical Firearms Commander</td>
<td>TFC</td>
<td>Accredited through attending the national course and portfolio submission, subject to annual review. Develops, commands and co-ordinates the overall tactical response in accordance with strategic objectives. Includes all members of: • FCIC cadre (planned and spontaneous TFCs); and • FDOs (spontaneous only TFC.)</td>
</tr>
</tbody>
</table>

**Additional skills**

A number of the Force’s ARVOs receive additional training in specialist weapons and tactics. These include rifle, close protection and chemical, biological, radiological and nuclear (CBRN).

**National Decision Model (NDM)**

ACPO has adopted the NDM for the police service which:
- is designed to assist operational officers, commanders, planners and advisors to manage their response to a situation in a reasonable and proportionate way;
- provides a simple, logical and evidenced based approach to making decisions; and
- is suitable for all decisions whether the incident is spontaneous or planned.

All AFOs and commanders are given training to apply the NDM to their decision making. The model is shown here:

![National decision model](image-url)
Chapter 3 Armed Response Vehicles (ARVs)

Minimum strength

West Yorkshire Police operates a minimum strength of 18 ARV officers on duty at all times.

This consists of five double crewed ARVs, with a minimum of one sergeant and one Firearms Tactics Advisor.

Operational firearms commander (OFC)

Introduction

Operational Firearms Commanders are an integral part of the ARV capability. They are all AFOs and provide cover 24/7.

Weapons

The OFC will:

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>draw a SLP (Self Loading Pistol) and Taser and holster them appropriately;</td>
</tr>
<tr>
<td>2</td>
<td>carry a MCX Carbine which will be retained within the vehicle’s mobile armoury; and</td>
</tr>
</tbody>
</table>
| 3    | decide if the MCX is required during a deployment using the NDM and making an assessment based on the:  
|      | - incident threat; |
|      | - number of AFOs/ARVOs attending; and |
|      | - likelihood of the requirement to perform a role needing the weapon. |

For further information about weapon handover, you should refer to the process Armed response vehicles and armoury policy procedure.

Operational command

The carriage of a MCX Carbine should never be allowed to prevent the OFC from maintaining operational command of an incident.

The OFC should take all precautions to prevent themselves taking a proactive role during an incident unless the circumstances require them to intervene or take steps to maintain control and ensure the safety of all officers involved.

It should be remembered the role of the OFC is to implement the tactical plan of the Tactical Firearms Commander.
## ARV officers – additional guidelines

<table>
<thead>
<tr>
<th><strong>WYP local practices</strong></th>
<th>The WYP local practices for ARV officers are contained in <a href="#">Armed response vehicle and armoury – weapon handover</a> document.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Violent confrontations</strong></td>
<td>When ARV officers are called to, or come across, violent confrontations in public or private, e.g. public disorder incidents, they should give consideration to the placing of their SLP and or Taser in the secure gun box before engagement at the incident.</td>
</tr>
<tr>
<td><strong>Purchasing refreshments</strong></td>
<td>Officers do not need to place their SLP or Taser in the secure gun box before entering premises to purchase food and refreshments.</td>
</tr>
</tbody>
</table>
| **Custody areas** | ARV officers should not take their SLP or other firearms into custody areas (with the exception of dealing with a firearms incident within one).  

Their side arm should be secured within the gun box of the ARV.  

The X26 Taser may be taken in to custody areas provided it is secured in the appropriate pouch of the TAC vest. |
| **Court** | If ARVOs or AFOs are required to attend court to give evidence. Arrangements must be made to ensure that they are not issued or carrying weapons whilst engaged in Court Duties. National Agreements with the Courts dictate that no firearms will be taken into Court unless a specific firearms incident is taking place or a pre-planned operation is in existence. |
| **PAVA spray, asp and rigid handcuffs** | PAVA spray, asp and rigid handcuffs must always be carried as part of the standard issue personal protective equipment. |
Making weapons safe

On occasions, ARV crews are called on to ensure that weapons and ammunition found or located by or handed into police possession are in a safe state to handle.

AFOs/ARVOs must be in pairs and both examine and agree on the state of the weapon.

You should refer to the policy procedure on Firearms and ballistics recovery and destruction for further information.

If there is doubt then they should seek the advice of Firearms Training Development Unit (FTDU) or, if further doubt exists, FTDU will liaise with the Royal Armouries for advice.

Chapter 4 Armed Crime Tactical Team (ACTT)

Introduction

The Armed Crime Tactical Team is part of the FSU.

They:

• are all firearms officers and trained ARVOs in specialist firearms tactics (SFOs) including dynamic intervention. A number are also trained as close protection officers (VIP), rifle officers and CTSFOs. Included in their training are all aspects of operating in plain clothes;
• are the Force response to any firearms CBRN threat;
• can use a full range of capabilities to provide support to any firearms situation as it develops; and
• support Protective Services - Crime and other external agencies, e.g. National Crime Agency (NCA), in proactive work to reduce the criminal use of firearms.

Specialist munitions

The ACTT have access to specialist munitions for use, when authorised, under the direction of the TFC. They in turn will obtain approval from the ACC Operations Support or the duty ACC, except in cases of urgency.

Vehicles

The ACTT have access to a number of vehicles over and above the normal FSU fleet.

WYP local practices

The ACTT work to a set of WYP local practices which are reviewed every twelve months as part of the College of Policing (CoP) licensing process.

ACTT SFOs – additional guidelines
<table>
<thead>
<tr>
<th>Weapon security</th>
<th>In order to prevent theft of or from the ACTT covert vehicles they must not be left unattended, while weapons or ammunition are secured within them, unless they are locked and secured on enclosed suitable police premises.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interception, interdictions, MASTS and command</td>
<td>On occasions, it is appropriate to arrest persons by the use of armed police interceptions or provide support to surveillance. Specific confidential WYP local practices exist for such operations. These operations involving the use of specialist tactics will always be commanded by an STFC cadre member. The OFC and SFOs must be members of, or attached to, the ACTT.</td>
</tr>
</tbody>
</table>

**Chapter 5  Standing authorities**

<table>
<thead>
<tr>
<th>Implications</th>
<th>Normally those officers operating under a standing authority will be deployed to a firearms incident by a TFC before using their weapons. The standing authority granted to Armed Response Vehicles for patrol and the Armed Crime Tactical Team gives those officers an authority to draw and carry their weapons in specific ways. It does not authorise them to change the manner of carriage of these weapons without a further specific firearms authority.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reviews</td>
<td>In accordance with the APP Armed policing, this standing authority is subject to a regular review.</td>
</tr>
</tbody>
</table>
Armed Crime Tactical Team (ACTT) Standing Authority

Introduction

In order to be an effective armed resource the ACTT need to have ready access to weapons requiring special authorisation that match the skills of the SFOs on duty.

Accordingly, at the beginning of each day, individual ACTT SFOs are allocated a specific duty, with appropriate weapons, to give the team the ability to “standby” to support any firearms operation.

The standing authority does not authorise the SFOs to change the manner of carriage of these weapons without a further specific firearms authority.

Chapter 6  Types of operations and incidents

Categories of incidents

Operations and incidents and departmental responses to them fall into three broad categories of:

• Planned operations – resources can be drawn from the duty ARVs, the remainder of the FSU, the ACTT and FTDU;
• Spontaneous incidents – a fleet of ARVs patrol the Force at all times to respond to these incidents when authorised; and
• AFO deployment, for public reassurance patrols at major events or when the National Security Threat Level is raised.

Planned operations

Introduction

Where an SFC or TFC is considering an application for the issue of firearms, they are reminded that safety should not be compromised by unnecessary delays in the decision making process.

Notification

All firearms intelligence will be seen by an appropriately trained TFC as soon as possible or in any case within 24 hours of receipt. This will allow the information / intelligence to be assessed using the NDM.

Normally this will be undertaken by a member of the FCIC cadre. In cases of urgency, the FDO will undertake the assessment.

Strategic firearms command

In all planned policing operations, where the use of weapons requiring special authorisation is sought, the SFC will be an officer of at least the rank of ACC.
Tactical firearms command

In all planned policing operations requiring the use of weapons requiring special authorisation the TFC will be drawn from the FCIC or SFTC cadres.

Some planned operations will be considered by the SFC to require the use of specialist tactics. In such cases the TFC will be a member of the STFC cadre.

Involvement of ARVOs

ARVOs will develop the plan for all firearms operations. If there is insufficient time to write and approve a comprehensive plan, an initial outline plan should be produced, approved and implemented by the TFC.

Creating and storing

Plans are created and stored in the Contingency and Operational Plans database.

Significant change to a plan or tactics

Should a plan or tactics require significant change then this must be referred back to the authorising officer, if safe to do so.

Spontaneous incidents

Introduction

Where a spontaneous incident is reported or comes to the attention of the police and an immediate operational deployment of ARVOs is considered appropriate, the FDO will initially take command.

All requests for ARVs must be passed to the FDO.

<table>
<thead>
<tr>
<th>If the FDO</th>
<th>Then command of the incident will pass</th>
</tr>
</thead>
<tbody>
<tr>
<td>authorises the use of weapons requiring special authorisation;</td>
<td>at an appropriate point to a TFC.</td>
</tr>
<tr>
<td>determines that a conventional policing response is appropriate;</td>
<td>to the district duty inspector.</td>
</tr>
</tbody>
</table>

Firearms deployment

When a decision to deploy ARVs under a firearms authority is made, the FDO must ensure that:
- the rationale for the decision is recorded on the Storm log;
- a full briefing takes place for all those involved in the operation;
- roles within the deployment are defined by the OFC and their district counterpart; and
- a FA1 is completed.
FA1

The FA1 is an electronic database which records:

- all spontaneous incidents where a TFC has considered whether the deployment of armed officers is appropriate and proportionate, whether or not armed authority is granted; and
- planned armed operations where armed authority is granted.

It is available for audit purposes and informs the Strategic Threats and Risk Assessment for West Yorkshire Police.

Transfer of command

The transfer of roles at any level in the command structure should:

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>take place as soon as practicable, once a commander has been briefed and is in a position to take effective command;</td>
</tr>
</tbody>
</table>
| 2    | be documented and include:  
|      | • the time and date of transfer;  
|      | • confirmation that relevant intelligence and information has been reviewed; and  
|      | • confirmation that the new commander understands the situation and decisions thus far; and |
| 3    | be communicated to officers involved in the incident in so far as is practicable and where relevant to their role. |

A designated SFC or FCIC cadre member may not be in a position to immediately take on the role on being contacted. They may, however, be in a position to ratify any strategic or tactical decisions made by the officers who have assumed initial command of the incident.

Effective command

An SFC or FCIC cadre member’s ability to effectively perform their respective command functions depends on them having:

- knowledge of the circumstances and available intelligence;  
- the ability to communicate;  
- appropriate tactical advice available; and  
- a suitable environment from which to exercise the command function

Initially, information can be vague and confusing. It is, therefore, important for effective command to be established as quickly as possible and undertaken by the most appropriate person available.

On occasions the initial TFC may be in a better position to continue in the TFC role until a designated TFC is in a position to take command.
**Force duty officer support**

If the FDO requires guidance in deciding if it is appropriate to deploy ARVs or any other person asks the FCIC cadre member to review an incident they will do so using the NDM.

The FCIC cadre member may:

<table>
<thead>
<tr>
<th>If the FDO has:</th>
<th>and</th>
</tr>
</thead>
<tbody>
<tr>
<td>deployed ARVs, confirm or cancel the deployment of the ARVs;</td>
<td>at an appropriate time agreed between them, take command of the incident.</td>
</tr>
<tr>
<td>decided not to deploy ARVs, make the decision to deploy ARVs with a firearms authority;</td>
<td>will immediately take command of the incident.</td>
</tr>
</tbody>
</table>

**Spontaneous to planned deployments**

Any spontaneous armed deployment may become a planned deployment at a point during which there is a natural pause in proceedings.

When TFCs have an opportunity to fully consider the next stage of deployment without having to react to unfolding events, the incident will become planned and command should pass to an FCIC cadre member if they are in a position to take it.

If they are not in that position, the FDO should maintain the status of the operation while being ready to enact contingency plans in the event of an immediate change in the threat level.

**Notifying duty ACC**

Spontaneous armed authorities.

If the firearms threat is mitigated sufficiently for the armed authority to be rescinded, the FDO will advise the duty ACC by way of emailing them the FA1. This includes incidents that have been passed to an FCIC cadre member and continues to be spontaneous.

Should the incident become planned, the FCIC cadre member should personally advise the duty ACC at an appropriate stage of the planning.

This does not preclude the FCIC cadre member/FDO from contacting the duty ACC at any stage of a firearms operation if there is an indication that the operation:

- may become protracted; or
- is deemed to be so critical that early review by an SFC is considered appropriate.

**Cross border**
Information

You should refer to the regional policy on Cross boundary deployment and command.

Multi agency

Introduction

Where other law enforcement agencies intend to effect a specific operation with the West Yorkshire policing area, there must be:
- an effective planning meeting between all agencies and include an FCIC cadre member or an STFC cadre member and Firearms Tactics Advisor;
- a clear plan whereby all agencies understand their role; and
- a clear command protocol between all agencies.

Memorandum of understanding

Account must be taken of national, regional and local protocols including memorandum of understanding between forces and agencies.

Examples

Such agencies include but are not exclusive to:
- other police forces;
- HM Revenue and Customs;
- Civil Nuclear Constabulary;
- British Transport Police;
- NCA;
- HM Prison Service; and
- may also involve agencies such as health authorities and councils.

Chapter 7 Deployment

Armed Response Vehicle Officers

Criteria

The deployment of ARVOs should only be authorised in the following circumstances:
1. Where the officer authorising the deployment has ‘reason to suppose’ that officers may have to protect themselves or others from a person who is:
   - in possession of, or has immediate access to, a firearm or other potentially lethal weapon; or
   - otherwise so dangerous that the deployment of armed officers is considered appropriate.
2. As an operational contingency in a specific operation based on the threat assessment.
3. For the destruction of animals which are dangerous or are suffering
Command structure

It is the responsibility of the officer authorising the deployment of ARVOs to ensure that an appropriate command structure is instigated as soon as practicable.

This officer should remain in command of the deployment until any transfer of the command takes place.

Self deployment by ARVOs, AFOs and SFOs

Introduction
Where ARVOs, AFOs and SFOs encounter a situation where they believe that the criteria for deployment of ARVOs, AFOs and SFOs has been met and a delay in seeking authority to deploy would be detrimental to public or officer safety, they should deploy and take the necessary and proportionate action in accordance with their training.

Where this occurs, the ARVOs, AFOs and SFOs should tell Force Control as soon as practicable so that the FDO can be informed who will:
• assess and review the actions of the ARVOs, AFOs and SFOs in line with NDM;
• determine whether continued deployment is appropriate;
• consider what further resources may be required;
• inform the on duty FCIC cadre member; and
• inform an SFC as soon as practicable.

Armed Response Vehicles (ARVs)

Standard (conventional) deployment

Introduction
ARVs will proactively patrol on tasked deployments set by the management of Operations Support. As a specialist and limited resource, their deployment is carefully managed by the FDO, in consultation with FSU sergeant, to ensure immediate availability for spontaneous firearms deployments.

Self deploy in conventional capacity

It is acknowledged that an ARVO may witness an event where, as police officers, they have a duty to act, e.g. crime in progress or find themselves in the immediate locality of an emergency graded incident.

In these cases the ARVO may self deploy, in a conventional capacity but must inform the FDO who will allow, or refuse, the continued deployment.
Tasked deployments

**With a standing firearms authority**

As part of their deployment strategy, ARV crews are expected to carry out enquiries in relation to standing authorities. This will include person, address and vehicle checks as well as actively searching for the subject at linked locations in the absence of firm intelligence.

If information is available that identifies the location of a subject then this will form the basis of a specific planned firearms operation.

Sightings which occur while ARVs are deployed on a standing authority will be considered a spontaneous incident and initially commanded by the FDO using the standing authority, taking into account any tactical parameters.

**Without a firearms authority**

As part of their deployment strategy ARV crews are expected to carry out enquiries in relation to ARV tasked deployment. This will include person, address and vehicle checks as well as actively searching for subjects at linked locations.

In the event of receiving any intelligence or information which immediately raises the threat to a possible firearms response, this must be reported to the FDO or TFC as soon as practicable to be formally assessed.

**Updating Task reports and handover**

In both the above types of enquiries (deployment with or without firearms authorities) **before retiring from duty**, the Tasked deployment system must be updated with a detailed account of all enquiries undertaken, Form As, stop/search forms and use of force forms completed, if applicable.

Any changes to intelligence or information must form part of the formal handover between the FSU sergeants going off and coming on duty.

**Armed Crime Tactical Team (ACTT)**

**Standard (conventional) deployment**

**Force resource**

When the ACTT are not engaged on operations, they are available to support ARV crews in dealing with spontaneous and planned operations.

The ACTT can be deployed, in support of ARV colleagues, on the authority of the TFC of a spontaneous firearms operation.
The TFC must liaise with the duty High Risk Cadre member and, in the event of competing demands, the determining authority will be the duty ACC.

**Self deploy in conventional capacity**

It is acknowledged that an SFO crew may witness an event where, as police officers, they have a duty to act, e.g. crime in progress or find themselves in the immediate locality of an emergency graded incident.

In these cases, the SFO crew may self-deploy, in a conventional capacity but must inform the FDO who will allow, or refuse, the continued deployment.

**Tasking**

When the team are deploying on conventional enquires the duty High Risk Cadre should be informed. The High Risk Cadre will formally assess any threats and notify the ACTT supervisor.

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**Chapter 8 Briefing and debriefing**

**Briefing**

All staff involved in armed operations must be given as full a briefing as possible, depending on the circumstances at the time. Where possible, a recording should be maintained of all briefings by way of an audio visual recording.

**National Decision Model (NDM)**

All AFOs, ARVOs and commanders are trained to use the NDM and spontaneous and planned briefings should follow that model.

Care should be taken to ensure staff not trained in the use of the NDM is aware of their responsibilities.

**Debriefing**

Following every deployment of ARVOs and AFOs, the TFC must ensure through the duty FSU sergeant that all staff are appropriately debriefed.

The team sergeant is responsible for ensuring that the debrief document is recorded and stored on Chronicle.

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**Chapter 9 Animal destruction**

**Background**

This local procedure is governed by the principles set out in:
- APP Armed policing, on the **Destruction of animals**; and
- the regional SOP on this subject which you can access via [this link](#).
Purpose
The destruction of an animal is a duty which may fall to the police service if:
  • the animal represents a danger to lives or property; or
  • if the animal is in such a condition that it must be destroyed to avoid unnecessary suffering, and no veterinary surgeon or licensed slaughterer is available to perform the task or they are otherwise unable to do so.

Remington 870 (ARV use)

Introduction
The Remington 870 is:
  • one of a number of police firearms appropriate for use in the destruction of animals; and
  • is available 24/7 for this purpose.

The Firearms Tactics Advisor will advise on appropriate weaponry.

The Remington 870s, available to ARV officers, must not be used for any other purpose.

Training and authorisation

Initial and refresher
The Yorkshire and the Humber (YaTH) FTDU is responsible for the initial and subsequent refresher training.

Refresher training will be conducted to maintain current knowledge with the operational and tactics associated with using the Remington 870.

The period and frequency of training is mandated by the Firearms Training Development Unit.

Authorised and accredited
The Remington 870 will only be issued to officers who are authorised and suitably accredited in its use.

It remains an individual officer’s personal responsibility to only deploy with equipment that they are currently authorised to use.

The use of the Remington 870 is detailed in the regional SOP on animal destruction.

Operational use
Availability

A number of Remington 870 shotguns are retained in the operational armoury and can be drawn by suitably trained officers in addition to the OFC, when authorised by a TFC, and transported to the scene in a carry case.

The ARV standing authority includes the Remington 870 which allows its carriage in the OFC vehicle or ARV.

In West Yorkshire, the OFC’s vehicle will routinely carry one Remington 870 and 12 cartridges to use to despatch animals:
• 6 x rifle bullets; and
• 6 x OO buck.

Function checks

Only trained and authorised officers will deploy with and carry out function checks of the Remington 870.

Before deploying on patrol from Carr Gate, the ARVO will:

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>visually check the weapon is breach safe and the fire catch is set to safe;</td>
</tr>
<tr>
<td>2</td>
<td>visually check the weapon for visible defects, damage or concerns that would effect the operational effectiveness of the weapon; and</td>
</tr>
<tr>
<td>3</td>
<td>check of the EoTech sighting system is in good working order and functional.</td>
</tr>
</tbody>
</table>

ARVO not trained and or authorised

If the ARVO is not trained or authorised to use the Remington 870, the duty sergeant must be informed so that they can ensure an officer who is trained and authorised can:
• remove it from the OFC vehicle; and
• place it in the armoury.

Deployment

Introduction

The regional SOP on animal destruction sets out in detail the approach to be followed.

Mode of arming

The TFC will consider deploying the Remington 870, given the spontaneous nature of such incidents.

Self arming

In the event of an AFO/ARVO ‘self-arming,' the OFC and TFC must be notified as soon as practicable.
Police use of Firearms

Part two – Policy procedure

Chapter 1 Responsibilities

Information

You should refer to the regional policy on Command structure and roles and the APP Armed policing on Command.

Chapter 2 Conducting briefings

Planned operations

Introduction

In briefings for planned operations officers have specific tasks allocated, as follows:

<table>
<thead>
<tr>
<th>Role</th>
<th>Task</th>
</tr>
</thead>
<tbody>
<tr>
<td>TFC</td>
<td>is responsible for ensuring all staff and officers are fully briefed. At the end of the briefing, the TFC will outline the legal responsibilities of those involved, i.e. section 3 of the Criminal Law Act 1967 and the Human Rights Act 1998.</td>
</tr>
<tr>
<td>Briefing officer</td>
<td>Carries out the briefing. This can be supplemented by the intelligence officer outlining the background of the suspects.</td>
</tr>
</tbody>
</table>

Video or audio recording of briefing

A comprehensive record of the briefing must be made and retained by the TFC. In most cases this will be use of a video or audio recording device.

Only in cases where rapid deployment is required, will there be no audio/video record made. In such cases any briefing notes will be retained and, if possible, any dry wipe sketch plans etc. photographed.

Retention

Records of the briefing, copies of the operational order and any other unused material will be placed in an envelope. If BWV has been used for the briefing recording, it must be marked as evidential on the DEMS system. Consideration should be given to cloaking this footage. This will then be passed to the Disclosure Officer. In cases where no Disclosure Officer is identified, e.g. a Close Protection Visit, then these papers will be retained by Operations Support - Administration.
Spontaneous incidents

Digital recordings

Spontaneous incidents will be commanded by the FDO or FCIC cadre member. Briefings take place over the radio talk group and are recorded by the Airwave system. OFCs should ensure that any questions raised by anybody involved in the incident are raised over the air and that defined roles are also reported back over the air for recording purposes.

Where available, spontaneous briefings that cannot take place over radio talk groups will be digitally recorded. This will be facilitated on a handheld digital recorder (BWV) carried by the OFC. The OFC must ensure that the recorded briefing is downloaded and stored on DEMS and marked as evidential. Consideration should be also given to cloaking this footage.

Incident log

The incident log will be used to record specific direction on activity to be undertaken during the incident and who gave that direction. That information will then be passed to staff, usually using the Airwave system.

Talk group recording

All talk groups monitored by Communications Section and telephone calls to or from communications rooms are subject to audio recording.

A number of talk groups allocated to the FSU are also subject to constant audio recording.

Chapter 3 Post incident responsibilities

Operational firearms commander (OFC)

Initial actions

Once the incident is resolved, the OFC:

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>remains operationally active until stood down;</td>
</tr>
<tr>
<td>2</td>
<td>in the absence of the TFC, ensures that the scene is protected and that evidence is preserved until the arrival of the IIIO;</td>
</tr>
<tr>
<td>3</td>
<td>should ensure that the weapon(s) or perceived weapon of the subject is located and secured in situ, unless it is dangerous to do so;</td>
</tr>
<tr>
<td>4</td>
<td>ensures a weapon safety check is carried out by officers; and</td>
</tr>
<tr>
<td>5</td>
<td>liaises with the IIIO and, where necessary, with the involvement of the crime scene investigator, supervises the</td>
</tr>
</tbody>
</table>
unloading of the weapons and identifies which weapon was carried by each officer

TFC, FDO or FCIC cadre member

Actions

Once the incident is resolved, the TFC must:

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>remain operationally active until stood down;</td>
</tr>
<tr>
<td>2</td>
<td>ensure that the scene is protected and that evidence is preserved until the arrival of the initial investigating officer;</td>
</tr>
<tr>
<td>3</td>
<td>consider the safety of the public, police personnel and the immediate welfare of casualties;</td>
</tr>
<tr>
<td>4</td>
<td>consider which officers are to be treated as principal officers (in conjunction with the ACPO officer or delegated senior officer, IIO and PIM);</td>
</tr>
<tr>
<td>5</td>
<td>ensure the transfer of ARVOs/AFOs to relocation point and assist in identifying principal officers;</td>
</tr>
<tr>
<td>6</td>
<td>establish the facts of what has taken place and ensure that all relevant information is recorded;</td>
</tr>
<tr>
<td>7</td>
<td>inform Force Control and the SFC of the incident;</td>
</tr>
<tr>
<td>8</td>
<td>determine the rendezvous point (RVP) for incoming resources;</td>
</tr>
<tr>
<td>9</td>
<td>brief and formally hand over to the IIO;</td>
</tr>
<tr>
<td>10</td>
<td>brief the SFC; and</td>
</tr>
<tr>
<td>11</td>
<td>if a principal officer, makes arrangements with an STFC cadre member for the quality and standards processes to be handed over.</td>
</tr>
</tbody>
</table>

FCIC

If the FCIC is not the TFC for the incident they assume immediate responsibility for quality and standards processes.

Strategic firearms commander (SFC)

Actions

The SFC must:

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>remain in a position to maintain command until the strategic intention of the operation is achieved, or they have been relieved;</td>
</tr>
<tr>
<td>2</td>
<td>continue to be available to the TFC if required; and</td>
</tr>
<tr>
<td>3</td>
<td>ensure all relevant information is recorded.</td>
</tr>
</tbody>
</table>
### The SFC:

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>ensures investigation and welfare procedures are implemented;</td>
</tr>
<tr>
<td>2</td>
<td>appoints PIM;</td>
</tr>
<tr>
<td>3</td>
<td>appoints IIO – from Protective Services - Crime SIOs;</td>
</tr>
<tr>
<td>4</td>
<td>ensures that Key Police Witnesses are identified;</td>
</tr>
<tr>
<td>5</td>
<td>considers referral to an independent investigative authority;</td>
</tr>
<tr>
<td>6</td>
<td>subject to the referral to the independent investigative authority, agrees the media strategy; and</td>
</tr>
<tr>
<td>7</td>
<td>ensures all relevant information is recorded.</td>
</tr>
</tbody>
</table>

### Initial investigating officer (IIO)

<table>
<thead>
<tr>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>The initial investigating officer:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>has early dialogue with the IPCC to agree responsibilities and key actions;</td>
</tr>
<tr>
<td>2</td>
<td>opens a policy log and ensures all relevant information and decisions are recorded, including issues of anonymity;</td>
</tr>
<tr>
<td>3</td>
<td>agrees initial terms of reference with the SFC;</td>
</tr>
<tr>
<td>4</td>
<td>identifies and preserves evidence;</td>
</tr>
<tr>
<td>5</td>
<td>ensures effective scene management;</td>
</tr>
<tr>
<td>6</td>
<td>considers which officers are to be treated as Principal Officers (in conjunction with the SFC, PIM and TFC);</td>
</tr>
<tr>
<td>7</td>
<td>identifies and considers relevant national guidelines;</td>
</tr>
<tr>
<td>8</td>
<td>liaises with the TFC as to initial action at the scene;</td>
</tr>
<tr>
<td>9</td>
<td>liaises with the SFC as to media policy;</td>
</tr>
<tr>
<td>10</td>
<td>liaises and consults with PIM;</td>
</tr>
<tr>
<td>11</td>
<td>makes early contact with the appointed investigator from the independent investigative authority;</td>
</tr>
<tr>
<td>12</td>
<td>carries out those enquiries deemed urgent and those that may assist in the collation of evidence which may be lost prior to the arrival of the investigator from the independent investigative authority;</td>
</tr>
<tr>
<td>13</td>
<td>agrees initial objectives in relation to forensic evidence;</td>
</tr>
<tr>
<td>14</td>
<td>makes early contact with the pathologist (where appropriate); and</td>
</tr>
<tr>
<td>15</td>
<td>liaises with the scientific support co-ordinator.</td>
</tr>
</tbody>
</table>
Post incident manager (PIM)

Actions

The post incident manager:

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>opens a policy log and ensures all relevant information and decisions are recorded, including those of anonymity;</td>
</tr>
<tr>
<td>2</td>
<td>considers which officers are to be treated as Principal Officers (in conjunction with SFC, IIO and TFC);</td>
</tr>
<tr>
<td>3</td>
<td>establishes immediate contact with the Principal Officers and ensures that they are given immediate support;</td>
</tr>
<tr>
<td>4</td>
<td>considers whether to assign a member of the PIM team to each Principal Officer;</td>
</tr>
<tr>
<td>5</td>
<td>advises all relevant members of staff that post incident procedures have been implemented and explains the PIM role;</td>
</tr>
<tr>
<td>6</td>
<td>meets to IIO or any representative from the independent investigative authority;</td>
</tr>
<tr>
<td>7</td>
<td>takes measures to ensure the physical and emotional well being of the staff involved;</td>
</tr>
<tr>
<td>8</td>
<td>considers the attendance of a doctor or health advisor;</td>
</tr>
<tr>
<td>9</td>
<td>ensures access to telephones to enable officers to contact relatives or friends;</td>
</tr>
</tbody>
</table>
| 10   | informs the following departments and agencies to attend if required:  
  • Occupational Health;  
  • Force Medical Officer; and  
  • Police Federation, Superintendents’ Association or Trade Union representative as appropriate; |
| 11   | ensures that any necessary forensic procedures are dealt with as early as possible and that officers are fully informed of the relevance of the procedures; |
| 12   | secures early legal advice or representation if requested; |
| 13   | maintains dialogue with the IIO and addresses issues with them, including press releases and the progress of the investigation, to update staff involved; |
| 14   | advises Principal Officers of their responsibilities regarding the discussion of the incident with colleagues; and |
| 15   | facilitates the process in which officers provide initial accounts and ensures these (where made) are provided to the investigator. |

Duty inspector, Operations Support

Actions

The duty inspector, Operations Support, will attend the scene and contact the duty STFC cadre member.
Chief inspector, specialist firearms, Operations Support

**Actions**

The chief inspector specialist firearms, Operations Support, will ensure all required reports concerning the incident are prepared and submitted to the NPCC firearms secretariat.

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**Chapter 4 Conducting a debriefing**

**Records**

Following every deployment of ARVOs/AFOs, the TFC must ensure through the duty FSU sergeant that all staff are appropriately debriefed.

The debrief form should be recorded to Chronicle.

---

**Specific issues or learning**

In the event of specific issues or learning, then the Sergeant Firearms Policy, Operations Support, should be notified.

Where information pertaining to the incident or any subsequent investigation is discussed, this should be raised with the officer in the case as soon as practicable.

Any relevant information should be submitted via information reports for evaluation and development if necessary.

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**Chapter 5 Incident recording and policy logs**

**Introduction**

A comprehensive and separate record of all firearms incidents must be maintained by the Force.

**FA1s**

Corporate Support Department records FA1s.

**FA2s and FA3s**

The form FA2 is a national document that is used when armed deployment is considered by a TFC. It provides structure for the recording of information and the rationale behind decision making.

A copy of the FA2 is appended to any contingency plan and also retained on an InfoShare database maintained by the Co-ordination and Tasking Office – Ops CATO.

Advice provided by the Firearms Tactics Advisor is recorded on a form.
Chapter 6 Discharge

Intentional discharge

**KPW**

Key Police Witnesses are all officers who were directly related to the decision to use force. That includes some or all of the ARVOs/AFOs deployed to the incident, Firearms Tactics Advisors and commanders at all levels.

**Anonymity of KPWs**

As with any witness or suspect, concerns for the safety of some Key Police Witnesses and their families means their anonymity should be addressed at an early stage.

West Yorkshire Police has a process in place which ensures each KPW’s identity protection. The issue of anonymity and the granting of it, will be decided during judicial proceedings.

The PIM:
- will maintain a list of the names of officers involved in the incident, which should be protectively marked as appropriate;
- should ensure that action is taken to maintain the anonymity of KPWs until such a time as it is deemed unnecessary; and
- should consult with an ACPO officer or delegated senior officer regarding this issue.

Tactical firearms commander (TFC)

**Initial action**

Following the discharge of a firearm, the TFC should initially establish what has taken place, including the extent of any casualties and take action, as appropriate, to ensure:

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>resources are adequately deployed to deal with the situation, including medical aid, welfare, operational and technical support;</td>
</tr>
</tbody>
</table>
2 continuity of command of any ongoing “crime in action”;  
3 integrity of process in relation to securing best evidence;  
4 senior command and independent investigative authorities are notified of the event; and  
5 the community impact is considered and, where appropriate, action is taken to address these issues.

Subsequent actions

Until the TFC is relieved of their responsibilities, or the incident is brought to an end, they are responsible for identifying and actioning the following issues:

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Is any person injured – and, if so, are they receiving appropriate medical attention?</td>
</tr>
<tr>
<td>2</td>
<td>What action is being taken, or needs to be taken, to secure the scene?</td>
</tr>
<tr>
<td>3</td>
<td>What additional resources are required?</td>
</tr>
<tr>
<td>4</td>
<td>Is there an ongoing threat to life or operational imperative that requires continued action from armed officers at the location of the incident?</td>
</tr>
<tr>
<td>5</td>
<td>To what extent have the original operational objectives been met?</td>
</tr>
<tr>
<td>6</td>
<td>Are there any new or emerging threats or risks outstanding to any person?</td>
</tr>
<tr>
<td>7</td>
<td>What control measures are in place in respect of these?</td>
</tr>
<tr>
<td>8</td>
<td>Are there any critical operational safety issues identified that requires immediate attention?</td>
</tr>
<tr>
<td>9</td>
<td>Are any subjects at large?</td>
</tr>
<tr>
<td>10</td>
<td>What action is required to locate them?</td>
</tr>
<tr>
<td>11</td>
<td>Have relevant scenes been identified?</td>
</tr>
<tr>
<td>12</td>
<td>What action is required to preserve scenes and evidence?</td>
</tr>
<tr>
<td>13</td>
<td>Has the Post Incident Procedure been implemented?</td>
</tr>
<tr>
<td>14</td>
<td>Have arrangements been made to hand over to the Initial Investigating officer?</td>
</tr>
<tr>
<td>15</td>
<td>Has the Professional Standards Department been notified?</td>
</tr>
<tr>
<td>16</td>
<td>Has the SFC been briefed?</td>
</tr>
</tbody>
</table>

Strategic firearms commander (SFC)

Initial action

The SFC, on being notified of the incident, should make an assessment regarding continuity of command and take action to ensure command resilience. This may involve consideration as to what command support is required.

The SFC should also consider what strategic issues need to be addressed in respect of the:
• incident;
• community;
• police force involved; and
• any service wide considerations.

Unintentional

Information
You should refer to the regional policy on Unintentional discharge.

Audiogram requirements

Introduction
Officers or staff exposed to excessive noise, which would include exposure to munitions as detailed below, should arrange through their district HR officer for an audiogram test with Occupational Health after 24 hours but within 96 hours of the exposure.

<table>
<thead>
<tr>
<th>Weapon</th>
<th>Without appropriate hearing protection</th>
</tr>
</thead>
<tbody>
<tr>
<td>Glock 17</td>
<td>Required</td>
</tr>
<tr>
<td>Sig Sauer MCX</td>
<td>Required</td>
</tr>
<tr>
<td>MP5</td>
<td>Required</td>
</tr>
<tr>
<td>Rifle</td>
<td>Required</td>
</tr>
<tr>
<td>AEP Launcher</td>
<td>Not required</td>
</tr>
<tr>
<td>Taser</td>
<td>Not required</td>
</tr>
<tr>
<td>Shotgun (Hatton Round only)</td>
<td>Not required</td>
</tr>
<tr>
<td>Shotgun</td>
<td>Required</td>
</tr>
<tr>
<td>Stun grenade</td>
<td>Required</td>
</tr>
</tbody>
</table>

Results
Occupational Health will advise the Chief Inspector, Specialist Firearms, of the results.

Chapter 7 Withdrawal of authority

Information
You should refer to the regional policy on Suspension of authority.

Attending training while temporarily withdrawn

Apply to attend
When your authority is temporarily withdrawn, for whatever reason, you may be able to continue to attend training sessions but must apply via the Chief Inspector, Specialist Firearms, Operations Support and
Gap analysis

Any period of absence from attending training would require a gap analysis of training missed and developmental training required. This would normally be undertaken by the CFI to ensure you are fully compliant with the National Police Firearms Training Curriculum, before any authority is reinstated.

Chapter 8 ARV demonstrations

Purpose

Introduction

The Firearms Support Unit (FSU) supports visits to the Carr Gate site by members of the public and other departments within the Force, as they:

- raise awareness of the work carried out by the department; and
- support police engagement with community groups.

Members of the department will:

- demonstrate an operational armed response vehicle (ARV) and the equipment carried on board;
- talk about the role of an authorised firearms officer (ARVO/AFO); and
- discuss how they use their specialist training to support the wider police family.

Scope and structure

Given that the ARVOs will be demonstrating an operational police vehicle containing loaded firearms, this section of the policy procedure is intended to provide guidance on the scope of the demonstration and provide a structure for ARVOs to follow when tasked with hosting such an event.

Safety

Safety and weapon retention are the primary considerations for a visit and, as such, guests will only be able to view holstered sidearms and not the contents of the gun safe.

Outside of this stipulation the presentation can incorporate interactive elements at the discretion of the ARVOs, e.g. handling items of equipment.

This is governed by the professional judgement of the ARV crew with due regard to the composition of the group and the aims of the demonstration.
The ARV crew will pitch the demonstration at a level appropriate to their audience (based on age, background etc.) in terms of the:
• work discussed; and
• presentation of the equipment.

**Disclosure of tactics**

The ARVOs should be mindful that, although one of the aims of the event will generally be to raise awareness of the work of the department, confidential information, such as the specifics of police firearms tactics, should not be disclosed.

**Scope and limitations**

The permissible scope and limitations of the demonstration are described in the [Format of the demonstration](#) section and this should be considered as a structured guide for officers conducting the presentation.

---

**ARVO awareness, training and development**

**Introduction**

FSU supervisors must ensure that any ARVOs tasked with the delivery of such demonstrations receive appropriate awareness training regarding the permissible scope of the presentation, as per the sections relating to the [Format of the demonstration](#) and [Enhanced presentations](#).

**Development**

ARVOs new to the department must, as part of their development, observe such a demonstration being delivered before being tasked with delivering one themselves.

---

**Pre-visit request to FSU supervisor**

**Introduction**

The person enquiring about a demonstration must liaise with the duty FSU supervisor regarding the possibility of their group receiving an ARV demonstration.

**Supervisor actions**

With due regard to current staffing and Force demands, the supervisor will:
• identify a suitable ARV crew;
• brief them regarding the demonstration protocols; and
• ask them to meet with the visiting group at the ARV loading bays outside the armoury complex.

Alternatively the visit is to be declined should staffing or operational necessity make it unfeasible.

---

**NOT PROTECTIVELY MARKED**
Enhanced visits
In exceptional circumstances, and only with SLT direction, will an enhanced demonstration be considered, when the crew will draw unloaded weapons from the armoury to augment the standard visit content/template. See the section on Enhanced presentations.

Format of the demonstration

Standard visit structure and content

Overview
The structure below is intended to guide ARVOs regarding the items and issues to be considered for discussion, but does not necessarily have to be followed in a linear fashion as outlined.

Officers should not feel constrained by the structure and should feel comfortable moving through the items and issues to be discussed in a form appropriate to the visiting group and their own individual delivery style.

Limitations
The standard visit template prohibits ARVOs from:
- demonstrating a police firearm to the audience, other than visually displaying their sidearm and taser, which will remain holstered throughout;
- drawing their weapons from their retention holsters or opening the vehicle armoury.

Audience members should not be allowed or encouraged to handle a police firearm or magazines/ammunition.

Roles
During the demonstration one officer, at all times, must act as the safety officer and observe their partner and the audience in order to monitor compliance with policy.

The role can be switched, as necessary, during the presentation but the supervisory structure must be maintained throughout.

Feedback and questions
The demonstration is not intended to be an entirely one way process and the audience should be made to feel comfortable enough to ask questions at any point.
### Armed response vehicles

You should:

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>discuss the role of an ARVO, i.e. the selection, training and accreditation needed to remain in role regarding fitness, medical, tactical and marksmanship assessments;</td>
</tr>
</tbody>
</table>
| 2    | discuss:  
• the purpose of armed response vehicles (ARVs);  
• the nature of the work they deal with and why these particular vehicles are used;  
• the differences between an ARV and other police vehicles. |
| 3    | demonstrate the lighting, sirens and other ancillary equipment on the vehicle.  
At officer’s discretion, audience members can be allowed to sit in the vehicle and operate the equipment but the engine must not be running. |

### Medical equipment

You should:

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>demonstrate the tac-med kit, personal kits and defibrillator; and</td>
</tr>
<tr>
<td>2</td>
<td>explain level of AFO/ARVO training in life support and first aid scenarios; and</td>
</tr>
<tr>
<td>3</td>
<td>give examples of how ARV crews assist ambulance staff and police colleagues at incidents outside of the firearms arena.</td>
</tr>
</tbody>
</table>

### Protective equipment

You should:

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>fit blankets to car and demonstrate deployment;</td>
</tr>
<tr>
<td>2</td>
<td>demonstrate use of the portable lighting;</td>
</tr>
<tr>
<td>3</td>
<td>assemble a ballistic shield and demonstrate use. Consider allowing the guests to hold or carry the shield;</td>
</tr>
<tr>
<td>4</td>
<td>explain body armour and its ballistic properties;</td>
</tr>
<tr>
<td>5</td>
<td>demonstrate and/or pass around a ballistic helmet, ceramic plates, active ear defenders; and</td>
</tr>
<tr>
<td>6</td>
<td>demonstrate short shields and clipboards and explain the purposes and circumstances when they might be utilised.</td>
</tr>
</tbody>
</table>
Method of entry (MOE) equipment

You should:

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>present the enforcer / hooligan bar / bolt cutters / Recip Saw; and</td>
</tr>
<tr>
<td>2</td>
<td>explain the use and deployment of ARV’s in MOE situations, in support of districts and other services.</td>
</tr>
</tbody>
</table>

Weaponry

You should:

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>discuss an AFO’s/ARVO’s personal kit;</td>
</tr>
<tr>
<td>2</td>
<td>demonstrate and/or explain the basic police issued defensive equipment, for example: • Asp; • Cuffs; • PAVA irritant spray. Explain why PAVA spray is carried instead of CS irritant spray. <strong>NB PAVA must remain holstered;</strong></td>
</tr>
<tr>
<td>3</td>
<td>taser - discuss the use and operation of the taser, keeping it holstered at all times;</td>
</tr>
<tr>
<td>4</td>
<td>• discuss the G17 self-loading pistol (SLP); • explain why it’s carried and the features of the weapon; • demonstrate the spare magazine visually but the SLP must not be removed from the retention holster; and</td>
</tr>
<tr>
<td>5</td>
<td>discuss the contents of the gun box and the circumstances under which it can be opened and weapons drawn.</td>
</tr>
</tbody>
</table>

Conclusion and questions

At the end of the demonstration, the ARVOs should invite questions from the visiting group.

Enhanced presentations

Introduction

For enhanced presentations, which must be approved by the Operations Support senior leadership team, the following can be added to the standard presentation detailed above.

Before start of presentation

Before starting the demonstration, ARVOs will return their SLP, taser and any ammunition to the vehicle gun box as per the Armed response vehicle and armoury – weapon handover policy procedure.

ARVOs

ARVOs must:
• draw clear weapons only and no ammunition (with the exception of the AEP bandolier);
• confirm all weapons are clear at the point of issue;
• place weapons in the transit bags; and
• present any weapons to the safety officer at the point of demonstration.

At no time will anyone but the ARVOs handle a firearm.

Safety officer

The safety officer must:
• strictly supervise the bagged weapons throughout the demonstration; and
• inspect and verbally confirm that any weapon, presented to them by the ARVO, is clear before any further demonstration.

Working parts must be locked back at the commencement of the presentation in order to confirm that the weapon is safe; actions can then be put in the forward position or the launcher closed if it would assist with the presentation.

Firearms and less lethal weapons

At no point will:
• a firearm be aimed at any other person;
• the weapon’s triggers be functioned or safety selector switches be manipulated other than during the taser demonstration as follows:

<table>
<thead>
<tr>
<th>Item</th>
<th>Actions</th>
</tr>
</thead>
</table>
| G17 SLP | • visually and verbally confirm with colleague that working parts are locked back and that the weapon is clear with no magazine present;  
• carry the pistol facing the floor while the features and use is discussed.  
• the pistol can be placed in and drawn from the holster to assist the demonstration |
| Taser | • confirm that no cartridges are fitted to the device (nose or base);  
• after ensuring visitors are stood clear, and with the device pointed at the floor. Switch to ‘on’ to:  
• demonstrate the flashlight and laser sighting system; and  
• activate for one cycle to show the ‘arching’ of the device; and  
• discuss the use and operation of the taser. |
| MCX carbine | • sling and carry at low port;  
• visually and verbally confirm with a colleague that the safety catch is set to safe, the working parts are locked back and that weapon is clear and no magazine present; and |
- discuss the MCX and when it might be used and the features of the weapon system (EoTech sighting system, magnifier, bipod, tac-light torch, folding stock.)

| 417 intermediate rifle (if carried) | • sling and carry at low port;  
|                                  | • visually and verbally confirm with a colleague that the safety catch is set to safe, the working parts are locked back and that weapon is clear and no magazine present;  
|                                  | • explain the purpose of the intermediate rifle and when it might be used and the features of the weapon (point out the scope, bipod and tac-light torch to contrast with the MCX). |

| AEP launcher | • sling and carry at low port;  
|              | • visually and verbally confirm with a colleague that the safety catch is set to safe, the weapon is clear and that the breech is open and the hammer in the forward position;  
|              | • discuss when the AEP launcher might be used at firearms incidents and in public order situations; and  
|              | • present the bandolier and an AEP round.  

**NB** These are not to leave the ARVO’s possession and under no circumstances will an AEP be introduced into the launcher.

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**Debrief**

**Information**

Following a demonstration, the FSU supervisor will send a debrief report to the firearms policy supervisor raising any:
- issues;
- recommendations; or
- suggestions for improvements,
so that the process can be amended if necessary.
Police use of Firearms

Part three – Information and toolkits

Aide memoire

The following table provides a quick reference guide to the acronyms used in this policy procedure:

<table>
<thead>
<tr>
<th>Acronym</th>
<th>Means</th>
</tr>
</thead>
<tbody>
<tr>
<td>AFO</td>
<td>Authorised Firearms Officer</td>
</tr>
<tr>
<td>ARVO</td>
<td>Armed Response Vehicle Officer</td>
</tr>
<tr>
<td>CTSFO</td>
<td>Counter Terrorist Specialist Firearms Officer</td>
</tr>
<tr>
<td>FCIC</td>
<td>Firearms and Critical Incident Command Cadre</td>
</tr>
<tr>
<td>FSU</td>
<td>Firearms Support Unit</td>
</tr>
<tr>
<td>FDO</td>
<td>Force Duty Officer</td>
</tr>
<tr>
<td>IIO</td>
<td>Initial Investigative Officer</td>
</tr>
<tr>
<td>OFC</td>
<td>Operational Firearms Commander</td>
</tr>
<tr>
<td>OPS</td>
<td>Operations Support</td>
</tr>
<tr>
<td>PIM</td>
<td>Post Incident Manager</td>
</tr>
<tr>
<td>SFO</td>
<td>Specialist Firearms Officer</td>
</tr>
<tr>
<td>STFC</td>
<td>Specialist Tactical Firearms Command Cadre</td>
</tr>
<tr>
<td>SFC</td>
<td>Strategic Firearms Commander</td>
</tr>
<tr>
<td>TFC</td>
<td>Tactical Firearms Commander</td>
</tr>
<tr>
<td>KPW</td>
<td>Key Police Witness</td>
</tr>
</tbody>
</table>

For a full explanation of these roles and others mentioned in this policy procedure, refer to the explanation of terms or definitions section.
Police use of Firearms

Policy database administration

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<td>Operations Support</td>
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<tr>
<td>Author / Reviewer:</td>
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</tr>
<tr>
<td>Date of last review:</td>
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<tr>
<td>Date of next review:</td>
<td>11/01/2021</td>
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**Equality and Human Rights Assessment**

I am satisfied this assessment demonstrates compliance with the Human Rights Act 1998 and the General Duties under the Equality Act 2010, and that ‘Due Regard’ has been given to the need to eliminate unlawful discrimination; advance equality of opportunity; and foster good relations.

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**Revision information**

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