

**CODE OF MARYLAND REGULATIONS  
(COMAR)**

**Title 12 DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONAL  
SERVICES**

**Subtitle 04 POLICE TRAINING COMMISSION**

**Chapter 02 Firearms Training and Instructor Certification**

**Authority: Correctional Services Article, §2-109; Public Safety Article, §3-208;  
Annotated Code of Maryland**

**(Effective January 1, 2009)**

**CONTENTS**

**12.04.02.01 – Purpose**

**12.04.02.02 – Definitions**

**12.04.02.03 – General Requirements - Authorized Firearms, Classroom Instruction,  
Training and Qualification, , and Firing Line Supervision**

**12.04.02.04 – Entrance-Level Firearms Classroom Instruction, Training, and  
Qualification – Primary Handgun**

**12.04.02.05 – Course of Fire Requirements for Handgun Qualification**

**12.04.02.06 – Entrance-Level Firearms Classroom Instruction, Training and  
Qualification – Long Guns**

**12.04.02.07 – Course of Fire Requirements for Long Gun Qualification**

**12.04.02.08 – Annual Firearms Classroom Instruction, Training and Qualification  
Requirements**

**12.04.02.09 – Firearms Conversion – Classroom Instruction, Training and  
Qualification**

**12.04.02.10 – Classroom Instruction Requirements**

**12.04.02.11 – Firearms Instructor Training Requirements – Classroom Instruction,  
Training and Qualification**

**12.04.02.12 – Instructor Certification – Initial**

**12.04.02.13 – Instructor Certification – Renewal and Revocation**

#### **12.04.02.01**

##### **.01 Purpose.**

A. This chapter establishes Commission requirements for an individual regulated by the Commission for:

- (1) Firearms classroom instruction and training and qualification;
- (2) Authorization to use or carry a firearm; and
- (3) Certification for an instructor conducting Commission-approved firearms classroom instruction and training and qualification.

B. Commission requirements are minimum requirements. Therefore, a law enforcement agency may adopt more stringent requirements for firearms classroom instruction and training and qualification.

C. This chapter does not apply to a firearm authorized by a law enforcement agency for use by a police officer which discharges a projectile that is not intended to cause death.

#### **12.04.02.02**

##### **.02 Definitions.**

A. In this chapter, the following terms have the meanings indicated.

B. Terms Defined.

(1) "**Academy**" means a college, school, training unit, or training facility certified or approved by the Commission to conduct entrance-level and other training programs.

(2) Agency Head.

(a) "**Agency head**" means:

(i) A police chief, sheriff, administrator, department head, an individual in an equivalent position, or a designee; or

(ii) An individual appointed, employed, or elected to manage, administer, or supervise a law enforcement agency.

(b) "Agency head" includes a director of an academy or a training unit, or a designee, authorized to act in employment or training matters.

(3) "**Barricade**" means an object, fixed position or portable, that in whole or in part provides cover or concealment.

(4) "**Certification**" means that an individual meets the requirements for firearms classroom instruction, training, and qualification established under this chapter for a provisional, line, and firearms instructor.

(5) Classroom Instruction.

(a) "**Classroom instruction**" means training conducted in a traditional educational setting; for example, in a room with desks, chairs, books, paper, and other educational tools or equipment.

(b) "Classroom instruction" does not include training conducted on a firing line.

- (6) "**Commission**" means the Police Training Commission, or a designee.
- (7) Course of Fire.  
(a) "**Course of fire**" means a sequence of activities related to the actual discharge of a firearm on a firing line for training or qualification.  
(b) "Course of fire" does not include classroom instruction.
- (8) Day-Fire.  
(a) "**Day-fire**" means firearms training or qualification, or both, conducted during normal outdoor lighting conditions that exist between dawn and dusk.  
(b) "Day-fire" includes the indoor equivalent or other lighting conditions that simulate normal outdoor lighting conditions that exist between dawn and dusk.
- (9) "**Deputy Director**" means the Deputy Director of the Training and Certification Section of the Police and Correctional Training Commissions, or a designee.
- (10) "**Entrance-level**" means initial classroom instruction, training, or qualification with a firearm regardless of experience or training with a different type of firearm.
- (11) "**Firearm**" means a pistol, revolver, or long gun.
- (12) "**Firearms instructor**" means an individual certified by the Commission according to the requirements established under Regulation .12 of this chapter to perform firearms classroom instruction and conduct firearms training and qualification.
- (13) "**Firing line**" means those areas and positions from which an individual actually discharges a firearm with live ammunition for training or qualification, or both, as part of a course of fire.
- (14) Firing Line Controller.  
(a) "**Firing line controller**" means the line instructor or firearms instructor responsible for issuing commands on a firing line during firearms training and qualification.  
(b) "Firing line controller" includes a line instructor actually on the firing line or in a structure overseeing the firearms training and qualification conducted on the firing line.
- (15) Handgun.  
(a) "**Handgun**" has the meaning stated in Public Safety Article, §5-101, Annotated Code of Maryland.  
(b) "Handgun" includes a:  
(i) Pistol; and  
(ii) Revolver.
- (16) "**Judgmental or decision training**" means instruction and skills development conducted in the classroom, using firearms simulation, or on a firing line, to enable an individual to:  
(a) Differentiate between threat levels; and  
(b) Respond appropriately to an identified threat.

(17) Law Enforcement Agency.

(a) "**Law enforcement agency**" has the meaning stated in Public Safety Article, §3-201, Annotated Code of Maryland.

(b) "Law enforcement agency" includes an academy, personnel unit, or training unit authorized by the Commission to act in training matters or provide law enforcement training.

(18) Line Instructor.

(a) "**Line instructor**" means an individual certified by the Commission according to the requirements established under Regulation .12 of this chapter to conduct law enforcement firearms training and qualification on a firing line.

(b) "Line instructor" may not perform classroom instruction.

(19) Long Gun.

(a) "**Long gun**" means a firearm designed to be fired from the shoulder.

(b) "Long gun" includes a:

(i) Type 1 long gun;

(ii) Type 2 long gun;

(iii) Type 3 long gun; and

(iv) Type 4 long gun.

(20) Optical Sighting Device.

(a) "**Optical sighting device**" means a mechanism that assists an individual in sighting a firearm.

(b) "Optical sighting device" does not include an iron sight.

(21) "**Pistol**" means a handgun that operates semi-automatically:

(a) Discharging a single round of ammunition with a pull of the trigger;

(b) Clearing the chamber of the spent casing; and

(c) Loading the next round of ammunition in the chamber.

(22) "**Police officer**" has the meaning stated in Public Safety Article, §3-201, Annotated Code of Maryland.

(23) "**Power**" means a measurement used to describe levels of visual magnification, with a number representing the level of magnification above the normal visual range.

(24) "**Primary handgun**" means the handgun authorized or issued by a law enforcement agency and designated by that agency for a police officer to use or carry as the officer's principal handgun.

(25) "**Qualification**" means proficiency testing by discharging a firearm on a Commission-approved course of fire to receive a score that the Commission measures against established requirements to determine if the individual is authorized to use or carry a specific firearm.

(26) Reduced Light.

(a) "**Reduced light**" means the normal outdoor lighting conditions that exist between dusk and dawn.

(b) "Reduced light" includes simulated natural outdoor lighting conditions such as:

(i) Artificial light; or

(ii) Goggles, headgear, or an apparatus worn to cover the eyes designed to reduce the availability of light to simulate natural reduced lighting conditions.

(27) "**Revolver**" means a handgun that:

(a) Fires a single round of ammunition with each pull of the trigger; and

(b) Has a cylinder containing additional rounds of ammunition that rotates to position the next round of ammunition for firing.

(28) "**Secondary handgun**" means a handgun, other than a primary handgun, that a police officer is authorized by the officer's law enforcement agency to use or carry on-duty or off-duty.

(29) "**Strong hand**" means the hand:

(a) On the same side of the body where an individual would normally carry a handgun in a holster; and

(b) That the individual would primarily use to discharge a firearm.

(30) Training.

(a) "**Training**" means a demonstration or an exercise, in addition to classroom instruction, provided by an individual certified under Regulation .12 of this chapter, to enhance understanding, proficiency, marksmanship, and other skills related to proper firearm use and tactics such as movement, multiple targets, judgmental or decision training, and use of cover and concealment.

(b) "Training" may include drills that involve discharging rounds.

(31) "**Type 1 long gun**" means a long gun with an optical sighting device greater than 4 power intended for use as a counter-sniper firearm.

(32) "**Type 2 long gun**" means a long gun with an optical sighting device greater than 4 power intended for use other than as a counter-sniper firearm.

(33) "**Type 3 long gun**" means a long gun without an optical sighting device, or with an optical device of 4 power or less.

(34) Type 4 Long Gun.

(a) "**Type 4 long gun**" means a long gun manufactured and sold as a shotgun that is designed to discharge a single projectile or multiple projectiles from a single round of ammunition.

(b) "Type 4 long gun" includes a long gun manufactured and sold as a shotgun regardless of the:

(i) Action; or

(ii) Use of an optical sighting device.

(35) "**Weak hand**" means the hand that is not considered the strong hand.

### **12.04.02.03**

#### **.03 General Requirements—Authorized Firearms Classroom Instruction, Training, and Qualification, and Firing Line Supervision.**

##### **A. Handgun and Firearms Classroom Instruction, Training, and Qualification Requirements—General.**

(1) A police officer may not use or carry a firearm unless:

- (a) The firearm is approved by the police officer's law enforcement agency;
- (b) The law enforcement agency authorizes the police officer to use or carry the firearm; and
- (c) The police officer successfully completes the applicable firearms classroom instruction, training, and qualification for the firearm established under this chapter.

(2) If a firearm becomes defective or unavailable to a police officer during firearms training or qualification, a substitute firearm may be used for the firearms training or qualification if the substitute firearm is the same type, model, manufacture, caliber, and barrel length as the defective or unavailable firearm.

(3) Entrance-Level Firearms Classroom Instruction, Training, and Qualification.

(a) For an individual to be initially authorized to use or carry a firearm, except a secondary handgun or a firearm for which authorization is provided through conversion under Regulation .09 of this chapter, the individual shall successfully complete entrance-level firearms classroom instruction, training, and qualification required for the firearm established under this chapter.

(b) Entrance-level firearms classroom instruction, training, and qualification may be:

- (i) Included in entrance-level law enforcement classroom instruction, training, and qualification under COMAR 12.04.01; or
- (ii) Independent of entrance-level law enforcement classroom instruction, training, and qualification.

(c) Commission firearms training objectives required for the entrance-level firearms classroom instruction, training, and qualification are available from the Commission upon written request.

(4) Secondary Handgun.

(a) Before a police officer may use or carry a secondary handgun, the police officer shall successfully complete entrance-level classroom instruction, training, and qualification for a primary handgun established under Regulation .04 of this chapter.

(b) After completing entrance-level classroom instruction, training, and qualification with a primary handgun, a police officer shall successfully complete the following requirements for the secondary handgun:

- (i) Annual handgun classroom instruction, training, and qualification course of fire requirements if the secondary handgun is the same type as the officer's primary handgun and the officer's agency does not require handgun conversion for the secondary handgun under Regulation .09 of this chapter; or
- (ii) Handgun conversion classroom instruction, training, and qualification requirements under Regulation .09 of this chapter for the secondary handgun if the secondary handgun is a different type than the officer's primary handgun.

##### **B. Firing Line Supervision Requirements—General.**

(1) At least one provisional instructor, line instructor, or firearms instructor shall be present for every five or fewer individuals on the firing line.

(2) If more than one provisional instructor, line instructor, or firearms instructor is required to be present, the individual responsible for the firearms training and qualification shall designate a firearms instructor or line instructor to supervise the firing line.

(3) If more than 15 individuals are on the firing line:

(a) The individual responsible for the firearms training and qualification shall assign a firing line controller; and

(b) The firing line controller may not be counted as part of the one-to-five ratio required under this regulation.

#### C. Firearms Classroom Instruction, Training, and Qualification Approval and Minimum Hours.

(1) Commission Approval.

(a) Written approval by the Commission is required for firearms classroom instruction, training, and qualification, and firearms and line instructor training.

(b) A law enforcement agency requesting approval shall submit the request to the Commission 20 days before the agency plans to start the classroom instruction, training, or qualification.

(2) The minimum hours required for firearms classroom instruction, training, and qualification established under this chapter:

(a) Only include the actual hours of firearms classroom instruction, training, and qualification; and

(b) Do not include meals and breaks.

#### **12.04.02.04**

#### **.04 Entrance-Level Firearms Classroom Instruction, Training, and Qualification— Primary Handgun.**

A. An individual shall successfully complete the minimum requirements for entrance-level handgun classroom instruction, training, and qualification established under this regulation before using or carrying a primary handgun.

B. Minimum entrance-level classroom instruction, training, and qualification for a primary handgun includes:

(1) 35 hours of classroom instruction, training, and qualification;

(2) Classroom instruction topics marked with an "X" under Entrance-Level Handgun Training in the table under Regulation .10B of this chapter;

(3) The following activities conducted over a minimum of 3 separate calendar days:

(a) Firearms training exercises; and

(b) A course of fire for qualification for scoring that includes:

(i) Three successive day-fire courses of fire; and

(ii) One reduced light course of fire;

(4) Use of ammunition authorized by the individual's law enforcement agency, or the ballistic equivalent when firing for qualification;

(5) Discharging a minimum of 1,000 rounds of ammunition for training and qualification collectively; and

(6) The course of fire requirements outlined in the table under Regulation .05 of this chapter.

**12.04.02.05**

**.05 Course of Fire Requirements for Handgun Qualification.**

The following table establishes the minimum entrance-level, annual, and conversion courses of fire requirements for primary handgun qualification:

<b>Type of Requirement</b>	<b>Handgun Day-Fire Required Course of Fire for Qualification</b>	<b>Handgun Reduced Light Required Course of Fire for Qualification</b>
(1) Rounds to be discharged with one finger on the trigger	Minimum of 30 rounds on each course of fire	Minimum of 30 rounds on the course of fire
(2) Minimum passing score	70 percent on each of the three successive courses of fire	70 percent
(3) Target description	Depiction of human torso or silhouette marked to indicate scoring values in a maximum scoring area of 725 square inches	Depiction of human torso or silhouette marked to indicate scoring values in a maximum scoring area of 725 square inches.
(4) Required percentages of rounds to be fired, and required firing distances	A minimum of 10 percent, but not more than 40 percent, of the course of fire rounds shall be discharged at each of the following four range of distances: (a) Less than 5 yards; (b) 5 yards to less than 10 yards; (c) 10 to less than 25 yards; and (d) 25 yards or farther.	A minimum of 10 percent, but no more than 40 percent, of the course of fire rounds shall be discharged at each of the following three range of distances: (a) Less than 5 yards; (b) 5 yards to less than 15 yards; and (c) 15 yards or farther
(5) Maximum time permitted per round of ammunition fired at specified distances	(a) 2 seconds per round when firing at less than 5 yards; (b) 3 seconds per round when firing at 5 yards to less than 10 yards; (c) 4 seconds per round when firing at 10 yards to less than 25 yards; (d) 5 seconds per round when firing at 25 yards, or farther	(a) 2 seconds per round when firing at less than 5 yards; (b) 3 seconds per round when firing at 5 yards to less than 15 yards; (c) 4 seconds per round when firing at 15 yards, or farther
(6) Maximum time permitted to move from one specified firing position to the next	5 seconds	5 seconds
(7) Maximum time permitted for each instance of reloading the handgun during the course of fire	Revolver—17 seconds Pistol—8 seconds	Revolver—17 seconds Pistol—8 seconds
(8) Minimum requirements for holding the handgun while discharging rounds during the course of fire	(a) Strong hand supported by weak hand; (b) Strong hand with no support; (c) Weak hand supported by strong hand; and (d) Weak hand with no support	(a) Strong hand supported by weak hand; (b) Strong hand with no support; (c) Weak hand supported by strong hand; and (d) Weak hand with no support
(9) Minimum body positions from which rounds are to be fired during the course of fire	(a) Standing; (b) Kneeling; and (c) Two different positions from barricade	(a) Standing; and (b) Kneeling

(10) Supplemental lighting conditions suggested during course of fire	Not Applicable	At least one of the following: (a) Flares; (b) Street lights; (c) Vehicle lights; (d) Flashlights; (e) Vehicle emergency lights; or (f) Alternate lighting source
---	----------------	---

**12.04.02.06**

**.06 Entrance-Level Firearms Classroom Instruction, Training, and Qualification—Long Guns.**

A. An individual shall successfully complete the minimum requirements for entrance-level long gun classroom instruction, training, and qualification established under this regulation before using or carrying a long gun.

B. The minimum requirements for entrance-level long gun classroom instruction, training, and qualification include:

(1) Classroom instruction topics marked with an "X" under the column for Entrance-Level Long Gun Training on the table under Regulation .10B of this chapter;

(2) The following total hours of classroom instruction, training, and qualification for a:

- (a) Type 1 long gun, 35 hours;
- (b) Type 2 long gun, 35 hours;
- (c) Type 3 long gun, 14 hours; and
- (d) Type 4 long gun, 7 hours;

(3) Discharging the following number of rounds of ammunition at a target for training and qualification for a:

- (a) Type 1 long gun, 150 rounds;
- (b) Type 2 long gun, 350 rounds;
- (c) Type 3 long gun, 350 rounds; and
- (d) Type 4 long gun, 50 rounds; and

(4) Successfully completing qualification requirements on a day-fire course of fire for the specific type of long gun established in the table under Regulation .07A of this chapter.

**12.04.02.07**

**.07 Course of Fire Requirements for Long Gun Qualification.**

A. The following table establishes the minimum requirements for entrance-level, annual, and conversion courses of fire for type 1 through type 4 long gun qualification:

Requirement	Type 1 Long Gun	Type 2 Long Gun	Type 3 Long Gun	Type 4 Long Gun
(1) Rounds to be Discharged	Minimum of 20 rounds on one day-fire course of fire	Minimum of 30 rounds on one day-fire course of fire	Minimum of 30 rounds on one day-fire course of fire	Minimum of 10 rounds on one day-fire course of fire
(2) Passing Score	100 percent	80 percent	80 percent	70 percent

(3) Target Description	The target scoring area may not exceed 80 square inches. 80 square inches equals the 9 and 10 ring of a "B-27" target	The target scoring area may not exceed 183 square inches. 183 square inches equals a "TQ19" target or the 8, 9 and 10 ring of a "B-27" target	The target scoring area may not exceed 255 square inches. 255 square inches equals a "Q" target	The target scoring area may not exceed 725 square inches. 725 square inches equals a "B-27" full size target
(4) Required percentages of rounds to be fired and required firing distances	A minimum of 10 percent but not more than 30 percent of the course of fire rounds shall be discharged at each of the following distances: (a) 25 yards; (b) Two distances greater than 25 yards and less than 200 yards; and (c) 200 yards or greater	A minimum of 10 percent but not more than 30 percent of the course of fire rounds shall be discharged at each of the following distances: (a) 15 yards; (b) Two distances greater than 15 yards and less than 100 yards; and (c) 100 yards or greater	A minimum of 10 percent but not more than 30 percent of the course of fire rounds shall be discharged at each of the following distances: (a) 15 yards; (b) Two distances greater than 15 yards and less than 50 yards; and (c) 50 yards or greater	A minimum of 20 percent but not more than 40 percent of the course of fire rounds shall be discharged at each of the following distances: (a) 5 yards to less than 15 yards; (b) 15 yards to less than 25 yards; and (c) 25 yards or greater
(5) Maximum time permitted per round at specified distances	5 seconds per round when firing at 25 yards or less; The number of seconds per round when firing at distances between 25 yards and 200 yards shall be proportional to the distances and times allowed; 10 seconds per round when firing at 200 yards, or farther	4 seconds per round when firing at 15 yards or less; The number of seconds per round when firing at distances between 15 yards and 100 yards shall be proportional to the distances and times allowed; 8 seconds per round when firing at 100 yards, or farther	4 seconds per round when firing at 15 yards or less; The number of seconds per round when firing at distances between 15 yards and 50 yards shall be proportional to the distances and times allowed; 8 seconds per round when firing at 50 yards, or farther	3 seconds per round when firing at 5 yards to less than 15 yards; 4 seconds per round when firing at 15 yards to less than 25 yards; and 5 seconds per round when firing at 25 yards, or farther
These times do not include the time allotted for changing positions or moving from one firing line distance to another.				
Reloading Time: When qualifying on type 1, 2, or 3 long gun; an additional 5 seconds may be added to the maximum seconds: (a) For each round of ammunition reloaded on a long gun with an integral magazine; and (b) For reloading a long gun with a detachable box magazine.				
(6) Firing positions from which the long gun shall be discharged	(a) Standing (unsupported) (b) Standing (supported) (c) Kneeling or sitting (supported or unsupported); (d) Prone; and (e) Using a barricade to discharge the long gun from at least one of the above firing positions			(a) Standing (unsupported) (b) Standing (supported) (c) Kneeling or sitting (supported or unsupported); and (d) Using a barricade to discharge the long gun from at least one of the above firing positions
(7) Stress	To simulate stress when qualifying on type 1, 2, or 3 long gun, the individual shall perform physical exercise before firing from at least one position listed in this table under the firing positions (No. 5 in this table).			Optional

**B. Automatic Firing Long Gun.**

(1) If a long gun is capable of discharging more than a single round of ammunition with a single pull of the trigger, entrance-level long gun qualification requires the individual to discharge additional rounds of ammunition in the automatic mode from a distance of 3 to 10 yards at a separate target.

(2) The number of additional rounds of ammunition for a:

(a) Type 1 long gun is 5; and

(b) Type 2 or 3 long gun is 20.

(3) Successful completion requires a minimum score of 80 percent on each target.

**12.04.02.08**

**.08 Annual Firearms Classroom Instruction, Training, and Qualification Requirements.**

**A. General Requirements—All Firearms.**

(1) During each calendar year, a police officer shall successfully complete the following:

(a) Classroom instruction for each firearm type the police officer is authorized to use or carry;

(b) Training for each firearm the police officer is authorized to use or carry; and

(c) Qualification for each firearm the police officer is authorized to use or carry.

(2) Annual Classroom Instruction.

(a) A police officer shall complete a minimum of 2 hours of classroom instruction as part of the requirements established under this regulation.

(b) Classroom instruction shall include the classroom instruction topics marked with an "X" under Annual Firearms Training in the table under Regulation .10B of this chapter.

(c) The Commission may accept up to 2 hours of a police officer's annual firearms classroom instruction as part of a police officer's annual in-service training required under COMAR 12.04.01.

**B. Annual Handgun Requirements—Training and Qualification.**

(1) Required Firearms Training—Primary Handgun.

(a) A police officer shall annually discharge a minimum of 30 rounds of ammunition approved by the police officer's law enforcement agency, or the ballistic equivalent, for training with the police officer's primary handgun.

(b) Training drills to improve the police officer's skills may be incorporated into a course of fire.

(c) Training may not include practicing the actual course of fire used for qualification.

(2) Course of Fire for Qualification—Primary and Secondary Handgun.

(a) For each handgun a police officer is authorized to use or carry, with one finger on the trigger the police officer shall discharge a minimum of 30 rounds of ammunition using ammunition authorized by the police officer's agency, or the ballistic equivalent, on each of the following:

(i) One day-fire course of fire; and

(ii) One reduced light course of fire.

(b) Police officer annual course of fire for qualification consists of requirements 3 through 10 in the Course of Fire Requirements for Handgun table under Regulation .05 of this chapter.

(c) A minimum score of 70 percent is required on both a day-fire and a reduced light course of fire for qualification for each handgun for which annual certification to be a police officer is required by COMAR 12.04.01.12.

C. Annual Long Gun Requirements—Firearms Training and Qualification.

(1) Firearms training for each long gun a police officer is authorized to use or carry consists of demonstrations to familiarize a police officer with the nomenclature, operation, safety, care, and cleaning of the specific long gun type.

(2) Course of Fire for Annual Long Gun Qualification.

(a) During each calendar year, a police officer authorized to use or carry a specific type of long gun shall successfully complete the course of fire requirements for qualification for the specific long gun, as described in this subsection.

(b) Type 1 Long Gun Qualification. Annual firearms qualification requires a police officer to successfully complete four courses of fire for qualification, one during each quarter of a calendar year, for the specific type of long gun the police officer is authorized to use or carry according to the requirements established in the Course of Fire Requirements for Long Gun Qualification table under Regulation .07 of this chapter.

(c) Type 2 and Type 3 Long Gun Qualification. Annual firearms qualification requires a police officer to successfully complete two courses of fire for qualification, one during each half of the calendar year, for the specific type of long gun the police officer is authorized to use or carry according to the requirements established in the Course of Fire Requirements for Long Gun Qualification table under Regulation .07 of this chapter.

(d) Type 4 Long Gun Qualification. Annual firearms qualification requires a police officer to successfully complete one course of fire for qualification, each calendar year, for the specific type of long gun the police officer is authorized to use or carry according to the requirements established in the table under Regulation .07A of this chapter.

D. Reporting Firearm Qualification Scores to the Commission. By January 31 of the calendar year immediately following firearms qualification, an agency head shall submit to the Commission a police officer's required firearms qualification score for each firearm the police officer is authorized to use or carry.

E. Failure to Meet Commission Annual Firearms Classroom Instruction, Training, and Qualification Requirements.

(1) If a police officer fails to successfully complete Commission annual firearms classroom instruction, training, and qualification requirements for an authorized firearm within a calendar year, the agency head:

(a) Shall remove the firearm, or authorization to use or carry the firearm if personally owned, from the police officer by January 1 of the next calendar year; and

(b) May not return or authorize the police officer to use or carry the firearm until the police officer successfully completes the appropriate firearms classroom instruction, training, and qualification required under this chapter.

(2) Failure to Qualify with a Firearm.

(a) A police officer who fails an annual firearms qualification required under Regulation .08 of this chapter shall successfully complete qualification within:

(i) 30 consecutive calendar days of the initial attempt; and

(ii) The same calendar year as the initial attempt.

(b) If a police officer does not successfully meet qualification requirements within the period established under §E(2)(a) of this regulation, the police officer's agency head shall immediately:

(i) Report to the Commission the police officer's failure to qualify;

(ii) Require the police officer to surrender the firearm to the agency, if it was issued by the agency; and

- (iii) Withdraw the police officer's authority to use or carry the firearm, if personally owned.
- (3) A police officer may not use or carry a firearm that has been surrendered or for which authority to carry or use has been withdrawn, except during supervised training to meet the police officer's annual firearms training and qualification for the firearm required under this regulation.

#### **12.04.02.09**

#### **.09 Firearms Conversion—Classroom Instruction, Training, and Qualification.**

A. A police officer who has successfully completed entrance-level firearms classroom instruction, training, and qualification for a specific type of firearm and is required or requesting to use or carry a firearm of a different type shall successfully complete:

- (1) Firearms conversion classroom instruction, training, and qualification requirements established under this regulation for the different firearm type; or
- (2) Entrance-level classroom instruction, training, and qualification established under this chapter for the different firearm.

B. A police officer shall successfully complete firearms conversion requirements under this regulation before being authorized to use or carry a different type of firearm if the police officer is currently authorized to use or carry a:

- (1) Primary handgun type and is seeking authorization to use or carry a handgun of a different type as a primary handgun;
- (2) Type 1 long gun, and is seeking authorization to use or carry a type 2 or 3 long gun; or
- (3) Type 2 long gun, and is seeking authorization to use or carry a type 3 long gun.

C. Conversion Classroom Instruction, Training, and Qualification for Primary Handgun and Long Gun within the Same Type.

- (1) Except for provisions under §C(2) of this regulation, a police officer is not required to complete firearms conversion classroom instruction, training, and qualification under this regulation before the police officer is authorized to use or carry a primary handgun or a long gun that is the same type that the police officer is currently authorized to use or carry.
- (2) A police officer is required to complete firearms conversion classroom instruction, training, and qualification under this regulation before the police officer is authorized to use or carry a primary handgun or a long gun that is the same type that the police officer is currently authorized to use or carry if the police officer's agency determines:
  - (a) There is a difference in operation between the firearms; and
  - (b) Conversion classroom instruction, training, and qualification are warranted to ensure safe and effective use of the firearm.

D. Primary Handgun Conversion—Classroom Instruction, Training, and Qualification.

(1) If a police officer is required to complete conversion classroom instruction, training, and qualification according to §B or C(2) of this regulation, the police officer shall successfully complete:

- (a) For a different type primary handgun, the classroom instruction topics marked with an "X" for Handgun Conversion Training—Different Type Handgun in the table under Regulation .10B of this chapter; or

(b) For a handgun within the same type, the classroom instruction topics marked with an "X" for Handgun Conversion Training—Within a Handgun Type in the table under Regulation .10B of this chapter.

(2) Course of Fire.

(a) If a police officer is required to complete conversion classroom instruction, training, and qualification according to §B or C(2) of this regulation, with one finger on the trigger the police officer shall discharge a minimum of 30 rounds of ammunition for each course of fire required for conversion qualification.

(b) Ammunition used for a required course of fire for conversion qualification shall be ammunition that is:

(i) Authorized by the police officer's law enforcement agency; or

(ii) The ballistic equivalent of the ammunition authorized by the police officer's law enforcement agency.

(c) The required course of fire for conversion qualification shall be completed according to requirements 3 through 10 of the table under Regulation .05 of this chapter.

(3) The following table specifies the minimum requirements for classroom instruction, training, and qualification for primary handgun conversion:

Type of Requirement	Conversion for Different Primary Handgun Type	Conversion Within Primary Handgun Type
(1) Total minimum hours of classroom instruction, training, and qualification	14 hours	7 hours
(2) Training drill topics	(a) Reinforcement of the fundamentals of shooting; (b) Reloading techniques; and (c) Clearing malfunctions	
(3) Minimum number of training rounds to be discharged at a target	400 rounds	200 rounds
(4) Minimum passing score for each required qualification course of fire	70 percent for each of one day-fire and one reduced light course of fire	

**E. Long Gun Authorization for which Conversion Training is Permitted.**

(1) Before a police officer may participate in conversion classroom instruction, training, and qualification for a long gun, the police officer shall currently be authorized to use or carry a:

(a) Type 1 long gun, if conversion is for another type 1 long gun, a type 2 long gun, or a type 3 long gun;

(b) Type 2 long gun, if conversion is for another type 2 long gun or a type 3 long gun; or

(c) Type 3 long gun, if conversion is for another type 3 long gun.

(2) A police officer converting from one type of long gun to another type of long gun not listed under §E(1) of this regulation shall successfully complete entrance-level firearms classroom instruction, training, and qualification for the long gun to which the police officer is converting.

**F. Long Gun Conversion—Classroom Instruction, Training, and Qualification.**

(1) Long gun conversion classroom instruction shall, at a minimum, include the Classroom Instruction Topics marked with an "X" under Firearms Conversion Training—Long Gun in the table under Regulation .10B of this chapter.

(2) Long gun conversion classroom instruction, training, and qualification shall, at a minimum, meet the applicable criteria in the following table:

Requirements	Within Type 1 Long Gun	Within Type 2 Long Gun	Within Type 3 Long Gun	From Type 1 to Type 2	From Type 1 or 2 to Type 3
(1) Minimum rounds discharged	80	150	150	150	150
(2) Minimum hours for classroom instruction and training and qualification	14	14	7	14	7
(3) Number of day-fire courses of fire	1	1	1	1	1

(3) The course of fire for long gun conversion qualification shall meet the requirements specified for the type of long gun established in the table under Regulation .07A of this chapter.

**G. Crediting Conversion Classroom Instruction, Training, and Qualification Toward Annual Training.**

(1) A law enforcement agency may use the following conversion training toward a police officer's annual firearms classroom instruction, training, and qualification requirements for the specific firearm used in the conversion training conducted in the same calendar year:

- (a) One day-fire conversion qualification score; and
- (b) One reduced light conversion qualification score.

(2) If firearms conversion classroom instruction is less than 14 hours, a law enforcement agency may use a maximum of 2 hours of the firearms conversion classroom instruction toward meeting a police officer's annual firearms classroom instruction requirements in the same calendar year the conversion training was conducted.

(3) If firearms conversion classroom instruction is 14 hours or more, a law enforcement agency may use a maximum of 6 hours of the firearms conversion classroom instruction toward meeting a police officer's annual firearms classroom instruction requirements for the same calendar year the conversion training was conducted.

**12.04.02.10**

**.10 Classroom Instruction Requirements.**

A. The table in §B of this regulation establishes minimum required classroom instruction topics for firearms classroom instruction.

B. An "X" in the following table indicates that the corresponding classroom instruction topic is required for the specified type of training:

<b>Classroom Instruction Topics</b>	<b>Entrance-Level Handgun Training</b>	<b>Entrance-Level Long Gun Training</b>	<b>Annual Firearms Training</b>	<b>Handgun Conversion Training-Different Type Handgun</b>	<b>Handgun Conversion Training-Within a Handgun Type</b>	<b>Firearms Conversion Training-Long Gun</b>
(1) Legal aspects in the use of firearms	X	X	X			
(2) Nomenclature relevant to the firearm for which the training is being given	X	X	X	X	X	X
(3) Care and cleaning of the firearm for which the training is being given	X	X	X	X	X	X
(4) Safe handling and safe storage of firearms	X	X	X			
(5) Fundamentals of marksmanship and shooting related to the firearm	X	X	X			
(6) Explanations and reasons for a qualification course of fire	X		X			
(7) Ballistic properties, if applicable	X	X	X	X	X	X
(8) Potential situations for which the long gun is intended		X				
(9) Unusual characteristics		X				
(10) Optical sighting devices, where applicable		X				X

(11) Reduced light firing techniques	X		X			
(12) Mechanical Operation of the firearm	X	X		X	X	X
(13) Malfunction causes and clearing	X	X	X	X	X	X

C. Legal aspects in the use of firearms, at a minimum, shall include:

- (1) Rules for the use of deadly force;
- (2) Alternatives to the use of deadly force;
- (3) Emotional, mental, and psychological preparation needed for the possibility of a deadly force shooting situation;
- (4) Judgmental or decision training on the use of deadly force; and
- (5) Criminal, civil, and administrative liability for misuse of deadly force.

D. Safe handling and safe storage of firearms, at a minimum, shall address safe handling and safe storage in the following settings:

- (1) At home;
- (2) In a law enforcement facility;
- (3) On the firing line; and
- (4) On patrol.

#### **12.04.02.11**

#### **.11 Firearms Instructor Training Requirements—Classroom Instruction, Training, and Qualification.**

A. Firearms instructor classroom instruction, training, and qualification are required to be approved by the Commission before being conducted.

B. Firearms instructor certification requires successful completion of:

- (1) Classroom instruction;
- (2) Firearms training; and
- (3) Qualification.

C. Firearms instructor classroom instruction shall, at a minimum, include:

- (1) Firearms safety;
- (2) Firearms nomenclature;
- (3) Firearms fundamentals and marksmanship;
- (4) Firearms cleaning and maintenance;
- (5) The problem shooter;
- (6) Target analysis;
- (7) Ballistics;

- (8) Legal issues concerning the use of force;
- (9) Deadly force policy;
- (10) Judgmental or decision training;
- (11) Reduced light discipline;
- (12) Emotional, mental, and psychological issues with critical incidents;
- (13) Commission policy and procedures;
- (14) Malfunctions; and
- (15) Exposure to or practical application of, or both:
  - (a) Designing a course of fire;
  - (b) Lesson plan development; and
  - (c) Classroom presentations.

D. Firearms courses of fire for firearms instructor training shall, at a minimum, include exposure to and practical application of:

- (1) Firing line operations as follows:
  - (a) Instruction on the firing line; and
  - (b) From a location overseeing the firing line;
- (2) Malfunction drills;
- (3) Stress training;
- (4) Judgmental or decision training;
- (5) Range preparation and cleanup;
- (6) Scoring;
- (7) Target analysis;
- (8) Safety; and
- (9) Marksmanship fundamentals.

E. Course of Fire for Instructor Qualification.

- (1) A law enforcement agency shall approve the firearm for which an individual is seeking instructor certification.
- (2) An individual shall successfully complete one course of fire for firearms qualification established under this regulation for each firearm type for which the individual is seeking instructor certification. The individual shall meet:
  - (a) The minimum requirements for firearms instructor classroom instruction, training, and qualification under §F of this regulation related to the firearm for which instructor certification is being sought;
  - (b) For a handgun, requirements 3 through 9 of the Handgun Day-Fire Required Course of Fire for Qualification in the table under Regulation .05 of this chapter; and
  - (c) For a long gun, requirements 3 through 7 of the table under Regulation .07A of this chapter.

F. The following table establishes the minimum requirements related to firearms instructor classroom instruction, training, and qualification:

Requirement	Handgun	Type 1 Long Gun	Type 2 Long Gun	Type 3 Long Gun	Type 4 Long Gun
(1) Total minimum hours for classroom instruction, training and qualification	35 hours	35 hours	35 hours	14 hours	7 hours
			56 hours when also seeking certification for one handgun type and also a type 4 long gun 65 hours when also seeking certification for two handgun types and also one long type, of a type 2, 3, or 4 long gun		35 hours when also seeking certification for one handgun type 49 hours when also seeking certification for two handgun types
(2) Training and qualification courses of fire total minimum rounds to be discharged	350 rounds for one handgun type 250 rounds each for two handgun types	150 rounds	350 rounds	350 rounds	50 rounds
(3) Qualification. course of fire minimum rounds to be discharged	30 rounds	20 rounds	30 rounds	30 rounds	10 rounds
(4) Minimum passing score MPCTC approved instructor qualification course of fire	90 percent	90 percent	90 percent	90 percent	90 percent
(5) Minimum passing score each written test	80 percent	80 percent	80 percent	80 percent	80 percent

#### 12.04.02.12

#### .12 Instructor Certification—Initial.

A. Scope of Instructor Certification.

(1) An individual providing mandated firearms instruction under this chapter:

(a) Shall be certified by the Commission as a provisional instructor, line instructor, or firearms instructor;

(b) May only provide firearms training on the same type of firearm with which the individual is qualified under Regulation .11 of this chapter; and

(c) May not conduct the individual's own firearms training or qualification.

(2) An individual requesting certification as a provisional instructor, line instructor, or firearms instructor shall:

- (a) Possess a high school diploma or a GED certificate or diploma recognized by the State Board of Education;
- (b) Have 2 or more years employment as a certified law enforcement or correctional officer; and
- (c) Comply with applicable Commission regulations.

#### B. Provisional Instructor Certification.

(1) An individual requesting provisional instructor certification shall successfully complete a firearms instructor course established under Regulation .11 of this chapter within 2 years before the date of application for provisional instructor certification.

(2) Provisional instructor certification:

- (a) Is valid for up to 1 year and may be renewed for not more than one additional 1-year period, during which the provisional instructor may apply for certification as a line instructor or firearms instructor; and
- (b) Does not authorize an individual to teach:
  - (i) Subjects in areas other than firearms; and
  - (ii) The classroom instruction and firing line instruction portions of firearms classroom instruction, training, and qualification without a firearms instructor present.

#### C. Line Instructor Certification.

(1) An individual requesting line instructor certification shall:

- (a) Successfully complete the requirements for provisional instructor certification established under §B of this regulation; and
- (b) Complete at least 8 hours of firearms firing line instruction while certified as a provisional instructor.

(2) Line instructor certification:

- (a) Is valid for 4 years and may be renewed;
- (b) Authorizes an individual to conduct firearms firing line operations, training, and qualification;
- (c) Does not authorize an individual to teach:
  - (i) Subjects in areas other than firearms; and
  - (ii) Classroom instruction without a firearms instructor present.

#### D. Firearms Instructor Certification.

(1) An individual requesting firearms instructor certification shall:

- (a) Successfully complete the requirements for provisional instructor certification established under §B of this regulation;
- (b) Successfully complete an instructor training program meeting the requirements under COMAR 12.04.01;
- (c) Complete at least 8 hours of firearms firing line instruction while certified as a provisional instructor; and
- (d) Complete at least 4 hours of firearms classroom instruction while certified as a provisional or line instructor.

(2) Firearms instructor certification:

- (a) Is valid for 4 years and may be renewed;

- (b) Authorizes an individual to conduct firearms classroom instruction, firing line range operations, and training and qualification; and
- (c) Does not authorize an individual to teach subjects in areas other than firearms.

E. Application for Certification as a Provisional Instructor, Line Instructor, or Firearms Instructor.

(1) The Commission shall determine the form for the application for provisional instructor, line instructor, and firearms instructor certification.

(2) An individual applying for certification as a provisional instructor, line instructor, or firearms instructor shall:

- (a) Meet Commission requirements under §A of this regulation;
- (b) Complete the appropriate Commission's application; and
- (c) Submit the completed application to the individual's agency head for review and approval.

(3) An agency head approving a request under §E(2)(c) of this regulation shall:

- (a) Sign the application; and
- (b) Forward the application to the Commission.

(4) Within 60 days immediately preceding submitting an application for provisional instructor, line instructor, or firearms instructor certification, the individual requesting certification shall successfully complete the qualification requirements for the firearm for which the individual is requesting provisional instructor, line instructor, or firearms instructor certification.

(5) The Commission may accept documented firearms-related experience, for example, military training or counter sniper training, toward meeting the minimum training eligibility requirements for provisional instructor, line instructor, or firearms instructor certification for a handgun or long gun.

(6) Requirements for Provisional Instructor.

(a) An individual requesting provisional instructor certification shall have training and experience in the area of firearms and successfully completed a firearms instructor program provided by one of the following:

- (i) The Commission;
- (ii) A Commission-approved program;
- (iii) United States Armed Forces;
- (iv) United States Government;
- (v) National Rifle Association; or
- (vi) A firearms instructor school approved by the Deputy Director.

(b) An individual requesting provisional instructor certification shall submit the application for certification within 2 years of successfully completing a firearms instructor program listed under §E(6)(a) of this regulation.

(7) An individual requesting line instructor certification shall:

- (a) Be a certified provisional instructor; and
- (b) Have conducted a minimum of 8 hours of activities during which firearms training and qualification were supervised by a line instructor or firearms instructor.

(8) An individual requesting certification as a firearms instructor shall:

- (a) Meet the requirements for line instructor certification under §E(7) of this regulation; and
- (b) Successfully complete a instructor training program under COMAR 12.04.01.

### **12.04.02.13**

#### **.13 Instructor Certification—Renewal and Revocation.**

##### **A. Certification Renewal.**

(1) Before the Commission may renew a line instructor or firearms instructor certification, an individual requesting renewal shall:

- (a) Complete and sign the Commission-approved application; and
- (b) Forward the completed and signed application to the individual's agency head.

(2) If the agency head approves the renewal application, the agency head shall forward the application to the Commission 30 days before the date the current certification expires.

(3) Within 60 days immediately preceding submitting the application for renewal of line instructor or firearms instructor certification, the individual making the request shall successfully complete firearms qualification requirements under requirements 3 and 4 of the table under Regulation .11F of this chapter for the firearm for which the individual is seeking certification renewal.

(4) The individual requesting line or firearms instructor certification renewal shall comply with all applicable Commission regulations.

##### **B. Certification Suspension or Revocation.**

(1) The Commission may suspend or revoke provisional instructor, line instructor, or firearms instructor certification for:

- (a) Falsifying Commission reports, forms, or rosters; or
- (b) Misusing the authority granted by the instructor certification.

(2) If an allegation of falsifying documents or misuse of authority is filed with the Commission, the Deputy Director shall:

- (a) Ensure the allegation is thoroughly investigated;
- (b) Notify, in writing, the affected agency head and instructor of the allegations; and
- (c) Determine a date and time for a hearing to present the allegation and allow the instructor to respond.

(3) After reviewing the information resulting from the investigation under §B(2) of this regulation, the Deputy Director shall determine if the allegation is supported by fact.

(4) If the Deputy Director determines the allegation is supported by fact, the Deputy Director may:

- (a) Permanently revoke the certification; or
- (b) Temporarily suspend the certification.

(5) The Deputy Director shall submit a written report of findings to support a decision under §B(4) of this regulation to the respective agency head and the Commission.

(6) An individual may appeal the Deputy Director's decision under §B(4) of this regulation to the Executive Director.