

Firearms Instructor Training

September 23-27, 2019

Location: Camp San Luis Obispo

Training Syllabus



William Penn Mott Jr. Training Center



1. SYLLABUS: The syllabus is now accessible on the Employee Training Management System (ETMS). You should print a copy of the syllabus to bring with you to class. Your copy of this syllabus is an important part of your training experience and should be brought with you to training. Read it before you arrive and review it following the program along with material you received at training.
2. PRE-TRAINING ASSIGNMENTS: Your completion of pre-training assignments is essential to the success of your training. You are responsible for all reading assignments in preparation for classroom sessions. Time will be provided during working hours to accomplish any assignments which involve either individual or group efforts and resources.
3. TRAVEL: Arrange your travel to and from the training through your District or Office. (No reimbursement for travel expense - including per diem costs - will be approved for travel not specifically authorized in advance by the District Superintendent.) Individuals may claim reimbursement for incidental expenses incurred as outlined in DAM 0410.6. The Camp San Luis Obispo site does not have the capability to provide transportation to/from San Luis Obispo Airport.

The cost of your travel (airfare, mileage, rental car, etc.) is paid by your District or Office **to** and **from** the location of the training.

4. HOUSING: Housing will be assigned to you on a shared-room basis and will be available from 2:00 p.m. on the date of arrival to 12:00 noon on the date of departure. The Department provides your room and board expenses at Camp San Luis Obispo only. No per diem allowance will be authorized for living off-grounds. This does not preclude living off-grounds at your own expense. No animals are permitted in Camp San Luis Obispo housing, except for official business and prior housing arrangement. In the event of an emergency, staff must know your room assignment, therefore, you may not switch rooms without staff approval. Overnight guests are not allowed in assigned rooms. Quiet hour for living areas is 10:00 p.m.
5. **ENROLLMENT OR HOUSING CANCELLATION POLICY:** To cancel participation in a course, the participant must have their District Superintendent or Section/Office Manager send an email to the Training Consultant assigned to the course requesting to remove the participant. If you do not need lodging or must change or cancel your reservation for lodging, you must contact the Mott Training Center or Training Consultant assigned to the course at least 2 weeks' prior to your date of arrival. Lodging, registration, and associated fees will be charged to the employee's District or Section/Office if a training cancellation is received with less than two weeks' notice.

The Training Section is committed to ensuring that the reservation that has been made for you is accurate and needed.

6. OFF-GROUNDS ACCOMMODATIONS: When authorized to stay off-grounds by the Department Training Consultant, the Training Section will absorb the cost of your room and meals at the current Camp San Luis Obispo rate. If you stay off grounds and have meals on grounds, the Training Section will authorize only what the Department pays Camp San Luis Obispo for lodging.
7. MEALS: If you require a special diet, notify the assigned Training Consultant or Training Section staff no later than one week before your scheduled arrival. Box lunches will be brought to range on select days. Refer to Basic Agenda section. Meals must be paid for in cash by each individual. Cost is \$8 per person. Appropriate professional attire is expected while dining at the DFAC and clean shoes are required to minimize dirt, mud or other material from being tracked into the facility. California National Guard and tenant program staff and participants will also be utilizing this facility.
8. CLOTHING: Field uniforms as found in "Description of Required Field Uniforms", DOM Chapter 2300, Uniform Handbooks, not including optional items, will be worn daily by all uniformed employees during formal training sessions **unless otherwise specified in the Program Attendance Checklist**. Non-uniformed employees shall wear apparel normally worn on the job. Appropriate attire includes apparel suitable for professional office dress. It does not include such items as shorts, t-shirts, tank tops, or sandals.

Because we are on the California National Guard Camp San Luis Obispo Training Facility with many other groups, and the image we project as State Park employees is important not only during working hours but off duty hours as well, your informal sportswear should be appropriate.

9. ARMORY/ WEAPONS STORAGE:
The armory at Camp SLO open from 1700 to 1900 hours on Sunday, September 22nd. The armory is building 831. Base maps available at billeting. If not available during armory storage period, secure weapon systems pursuant to policy (312.2.1).
10. SMOKING: Smoking is not permitted at facilities or housing at Camp San Luis Obispo.
11. CALIFORNIA NATIONAL GUARD CAMP SAN LUIS OBISPO: Camp San Luis Obispo is located at 10 Sonoma Avenue (off Highway One) in San Luis Obispo. All training facilities are administered by California National Guard personnel or authorized contractors. Constant efforts are made to maintain a sound, harmonious working relationship between the Department and concessionaire. None of us can expect preferential treatment for any reason and, as a departmental employee, you will be expected to join in our continuing effort toward an effective relationship with all California National Guard personnel, training participants, and contractors. It is imperative that you represent the Department well on and off duty.

12. **COURSE LEADERS:** The formal training you will attend is developed and, for the most part, conducted by experienced State Park employees in field and staff positions. Some courses will be conducted by qualified instructors from other agencies and educational institutions. Your course leaders have proven their ability and knowledge in their profession, and provide a level of expertise difficult to match.
13. **TRAINING MATERIALS:** You will receive a Firearms Instructor Handbook at the course.
14. **ATTENDANCE:** Regular attendance is a critical course requirement and your participation is important to the success of this training. An absence of more than 10% of the course hours (5% for POST Regular Basic Course Academy) constitutes grounds for dropping a participant from the course. The Department Training Officer may modify (except for POST RBC) this requirement based upon participant knowledge level and/or the portion of the course missed. All absences, except those of an emergency nature, must be approved in advance by the Training Consultant.
15. **VEHICLES:** All vehicles should be parked in the lots adjacent to the assigned Camp San Luis Obispo facility. Any questions regarding the use of a State vehicle while at the Camp San Luis Obispo should be discussed with your supervisor prior to your departure for training, or with your Program Coordinator while at Camp San Luis Obispo.

When arriving (and each subsequent time) at Camp San Luis Obispo, you may be stopped at the Front Gate, and asked to present your driver's license, current vehicle registration and proof of vehicle insurance when driving your personal vehicle. If you are driving a State vehicle, you may be asked to present your driver's license or employee identification card. Vehicles can be subject to search when necessary.

16. **CELL PHONES:** As a courtesy to your fellow participants and course leaders ensure that your cell phone is turned on silent during classes. Participants should not be receiving or making cell phone calls during class time. Limit those calls to your breaks.
17. **FAX:** The Camp San Luis Obispo Office FAX number is (805) 549-3440.
18. **TELEPHONE:** Limit phone calls during classroom hours to urgent business or emergencies. Anyone wishing to contact you by telephone during working hours should call the Center at (831) 649-2954. Calls after 5:00 p.m. or during weekends cannot be answered. In the case of an emergency, contact Camp San Luis Obispo Academy staff. Emergencies occurring at Camp San Luis Obispo, contact 9-1-1 and the Front Gate at 805-594-6571.

PROGRAM ATTENDANCE CHECKLIST

I. CLOTHING/UNIFORMS:

Due to the nature of the training and physical practice sessions involved, uniforms will be required at the range (Department polos, field uniform, approved training T-shirts). Bring appropriate clothing for the classroom, a collared shirt, long pants and closed toed shoes. For the range sessions DO NOT wear RED CLOTHING as staff instructors will wear this color to make them easily identifiable on the range. Hours on the range will include both daytime and nighttime firing. Range practice will not be cancelled due to inclement weather.

Bring your Peace Officer Protective Equipment (POPE) including red training magazines, departmental issued firearm, approved leather/nylon gear, CEW, OC and baton. Participants traveling by intrastate air carriers should follow the Agency approved weapons transportation guidelines.

Range conditions can be muddy and slippery during inclement weather. Bring rubber boots, extra boots/shoes; muddy footwear is not allowed in dining halls or lodging rooms.

II. FIREARMS:

All participants are required to bring all (3) department issued weapons systems to this training. Bring all needed equipment. If you have any issues bringing any equipment contact training staff immediately.

III. ADDITIONAL SPECIAL EQUIPMENT:

Soft Body Armor: **Is required on the range.**

Ear Protection: External ear protectors are required on the firing range. Electronic ear protection is recommended.

Eye Protection: Shooting glasses are required as safety equipment for firearms training. A baseball style cap is also required.

Rain Gear: You will be expected to have appropriate rain gear to wear at the firing range in case of inclement weather. Bring extra boots/shoes; muddy footwear is not allowed in dining halls or lodging rooms.

Knee Pads / Elbow Pads recommended

PROGRAM ATTENDANCE CHECKLIST

III. **ADDITIONAL SPECIAL EQUIPMENT:**

Flashlight: Bring the flashlight that you normally use on patrol.

Bring a flash drive and recordkeeping binders

Complete pre-training assignments on page 6.

IV. **TRAVEL:**

Arrange your travel through your District/Agency.

V. **BRING:**

Department policy on firearms, include the Rifle Section.

Pens and pencils for note taking.

COFFEE CUP AND REFILLABLE WATER CONTAINER.

PRE-TRAINING ASSIGNMENTS

Welcome to Firearms Instructor Training Group 22. The first week of the two week program has been designed to objectively assess your skill level and potential to become a Department Firearms Instructor. Students evaluated on the basis of scored targets, demonstrated positions, attitude, and presentation skills. Participants who successfully complete the first week of the program with a minimum overall score of 85% will be eligible to participate in the next session of the Firearms Instructor Training Program.

Those individuals who do not meet the objectives of the first week are encouraged to continue developing their skills and re-apply for the next offering, Firearms Instructor Training Group 23.

- a. Review and familiarize yourself with the Firearms Instructor Handbook.**
- b. Recommended; Shoot all (3) weapons systems with a minimum qualification score of 85%.
- c. Meet with your area Firearms Instructor to identify and address any deficiencies in your firearms abilities.

FIREARMS INSTRUCTOR TRAINING GROUP 22-I BASIC AGENDA
September 23-27, 2019

Instructors: Brett Reid, Zack Chambers

Monday, September 23

0800	Meet at Camp SLO	Alpha Range Classroom
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- Introductions and Students Introductions/Goals and Objectives
- Expectations
- Safety
- Base Orientation
- Policy and Case Law Review
- Instructor Responsibilities and Preparation
- Approved Firearms, Department Policy, History and Instructor Handbook
- Questions and Answers

1200	Lunch
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1300	Alpha Range
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- Tactical Considerations
- Safety Protocols/Safety Quiz
- Basic Nomenclature
- Adult Learning Concepts
- Move to Delta Range
- Range Preparation
- Safety Briefing
- Live Fire/Skill Development and Qualifications
- Clean Up
- Debrief

1700	Clear
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FIREARMS INSTRUCTOR TRAINING GROUP 22-I BASIC AGENDA
September 23-27, 2019

Tuesday, September 24

0800	Delta Range
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- Set Up
- Safety Briefing
- Live Fire/Skill Development and Qualifications

1200	Lunch
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1300	Delta Range
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- Live Fire/Fundamentals of Shooting-Grip, Positions, Sight Alignment, Trigger Control, and Breathing
- Target Analysis

1700	Clear
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- Clean Up
- Debrief

Wednesday, September 25

(Lunch Prior to Range)

1300	Delta Range
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- Range Set Up
- Safety Briefing
- Coaching/Coach Pupil Exercises and Coaching Techniques
- Live Fire/Tactics-Draw/Deploy, Loading/Unloading, Combat and Tactical Reloads
- Target Analysis

FIREARMS INSTRUCTOR TRAINING GROUP 22-I BASIC AGENDA
September 23-27, 2019

Wednesday, September 25

1800	Delta Range	Low Light
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- Dinner at Range
- Low Light Tactics
- Low Light Safety
- Night Qualifications All Weapons
- Target Analysis

2200	Clear
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Thursday, September 26

0900	Delta Range
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- Range Set Up
- Safety Briefing
- Live Fire/ Movement and Reactive Targets
- Building/Room Clearing
- Team Movement
- Active Shooter Tactics

1300	Lunch
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1400	Delta Range
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- Written, Oral, Demonstration Assessment and Performance Evaluation
- Techniques/Student Course Assignments Expectations and Preparation
- Clean Up
- Debrief

1800	Clear
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FIREARMS INSTRUCTOR TRAINING GROUP 22-I BASIC AGENDA
September 23-27, 2019

Friday, September 27

0800	Alpha Range Classroom
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- Weapon Cleaning/Maintenance
- Record Keeping/Department Record Requirements, POST Documentation, ETMS
- Debrief
- Student Course Assignments/Development

1300	Clear
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