

# Firearms Inspector Training

**March 18-25, 2013**

**Training Syllabus**



**William Penn Mott Jr. Training Center**



# Memorandum

**Date:** March 6, 2013

**To:** Supervisor

**From:** Joanne Danielson, Acting Department Training Officer  
William Penn Mott Jr. Training Center  
California State Parks

**Subject:** Employee Attendance at Formal Training  
Firearms Inspector Training Group 14

An employee from your office will soon be attending the formal training program described in the attached. Please insure that the employee is fully prepared to attend the session and that the groundwork is laid for the employee's implementation of the training upon returning to work.

You can assist with capturing the full value of the training by taking the following steps:

### Prior to Training

1. Make sure that **specific** employee needs are identified and, if necessary, called immediately to the attention of the Training Coordinator.
2. Review with the employee the reason for the employee's attendance.
3. Review objectives and agenda with the employee.
4. Discuss objectives and performance expected after the training.

### Immediately Following Attendance

1. Discuss what was learned and intended uses of the training.
2. Review the employee's assessment of the training program for its impact at the workplace and review the due date of the Post-Training Evaluation form.
3. Support the employee's use of the training at the work place.

### Prior to Three Months Following Training

1. Employee after discussion with the supervisor login to the Employee Training Management System (ETMS) to complete the Post-Training Evaluation form.
2. Supervisor evaluates the effectiveness of the training on the employee's job performance and login to the ETMS to complete the Training Effectiveness Assessment form.

Thank you for your assistance in seeing that the full benefit of training is realized.

Attachment

cc: Participant

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### ***Mission Statement Training Section***

***The mission of the Training Section is to improve organizational and individual performance and productivity through consulting and collaboration, training and human resources development.***

### TRAINING SECTION STAFF

Joanne Danielson .....	Acting Academy Director
Juventino Ortiz .....	Acting Academy Coordinator
Pat Bost .....	Office Manager
Chuck Combs.....	Training Specialist
Dave Galanti .....	Training Specialist
Karyn Lombard.....	Training Specialist
Sara M. Skinner .....	Training Specialist
Matt Cardinet.....	Cadet Training Officer
Dan Kraft.....	Cadet Training Officer
Nikki Shannon .....	Cadet Training Officer
Dan Raducanu .....	Cadet Training Officer
Pamela Yaeger .....	Assistant Program Coordinator
Edith Alhambra.....	Assistant Program Coordinator
Ellen Dewsnup .....	Assistant Program Coordinator
Rogers Williams .....	Program Assistant
Socorro Wallace.....	Program Assistant
Joanne Ciccone .....	Program Assistant
Ginger Henry.....	Program Assistant

## THE MISSION

*of the California Department of Parks and Recreation is to provide for the health, inspiration and education of the people of California by helping to preserve the state's extraordinary biological diversity, protecting its most valued natural and cultural resources, and creating opportunities for high quality outdoor recreation.*



## FORMAL TRAINING GUIDELINES

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Welcome to formal training, an essential component in your career development.

Since 1969, our Department has been providing a continuously changing number of diverse training programs at its main training facility, the William Penn Mott Jr. Training Center, and other locations including Marconi Conference Center and Camp San Luis Obispo. The Department strives to enhance your learning and job performance with formal training of the highest quality.

Our Department's dedication to training is only one aspect of its commitment to you and to the public. This commitment is costly and represents an important investment in you and your career. You and the Department realize a return on that investment by your positive participation in formal training itself and post training follow-through.

The program you will be participating in is described in this training syllabus, which outlines what you can expect from this training and what is expected of you. This syllabus details what you should do before you leave for training; what to do when you arrive; what you will be doing while in training; and, importantly, what you should be able to do when you return to your work site. Specifically:

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. (Pre-training assignments are listed in the "Training Attendance Requirements" section.)

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 Training Center does not have the capability to provide transportation to/from Monterey Airport.

The cost of your travel (air fare, 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 3:00 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 the Mott Training Center only. No per diem allowance will be authorized for living off-grounds. This does not preclude living off-grounds at your own expense. Please advise the Department Training Officer no later than one week before your scheduled arrival if you plan to live off-grounds. No animals are permitted in Asilomar housing. 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 the buildings unless registered beforehand at the front desk in Asilomar's Administration Building. Quiet hour for lodge living areas is 10:00 p.m.

**Please Note:** You may be assigned a room at a motel while attending training. If so you may be asked to present a valid credit or debit card while checking in to your room. Many motels require a credit card to cover charges incurred such as telephone calls, damages to rooms and/or furnishings, fees to clean rooms that have been smoked in that are not designated as smoking rooms, etc. Please be prepared to handle this appropriately.

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 Specialist 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 Specialist assigned to the course at least 72 hours 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 72 hours notice.

The Mott Training Center 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 Officer, the Mott Training Center will pickup the cost of your room and meals at the current DPR Asilomar rate. If you stay off grounds and have meals on grounds, the Mott Training Center will authorize only what the Department pays Asilomar for lodging.
7. MEALS: Meals will be provided, semi-cafeteria style, from dinner on the date of arrival through lunch on the date of departure. Meals will be served at 7:15 a.m. for breakfast, 12:00 noon for lunch, and 6:00 p.m. for dinner. Hot or box lunches may be provided on some days. If you require a special diet, notify the Asilomar Chef at 831-372-8016 no later than one week before your scheduled arrival.

In order to assist participants with limited mobility, Asilomar provides a shuttle to and from the dining hall. Please contact either Asilomar staff upon check in, or Mott Training Center staff upon your arrival, for instructions on arranging a transport.

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 conference grounds 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. ROOM SAFES: Two safes have been installed in each of the lodge rooms used by the Mott Training Center (Live Oak, Tree Tops, and Deer Lodge). These safes are a type that allows the user to input their own combination of numbers to facilitate opening and closing. The Training Center has a master key for emergency entry. Safes are to be left in the open position when checking out of your room.
10. WEAPONS: Weapons are permitted in rooms under the following conditions. Authorized firearms and magazines stored while at the Mott Training Center shall be in a safe condition and stored in one of the following locations: your room safe in Live Oak, Tree Tops, or Deer Lodge, one of the Mott Training Center's safes in the Whitehead Room or secured in your vehicle.
11. ALCOHOLIC BEVERAGES: Participants shall not possess or consume alcoholic beverages in common areas (living room) while on the Asilomar Conference Grounds unless provided and hosted by Concessionaire ARAMARK.

12. **SMOKING:** Smoking is not permitted in the Mott Training Center or in any lodge or guest room on the Asilomar Conference Grounds.
13. **TRAINING CENTER:** The Mott Training Center is located on Asilomar Conference Grounds, part of Asilomar State Beach. The Conference Grounds are operated for our Department by a concessionaire, and all lodging and food services are provided to us by employees of the concessionaire. 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 each Asilomar concession staff member. On occasion, non-departmental groups may be staying in the same lodges. It is imperative that you represent the Department well on and off duty.
14. **SHOP ANNEX:** Instruction for this course will be held at the Shop Annex, located at 2211 Garden Road (see map). Carpooling from Mott Training Center to the Annex is mandatory as there is limited parking at the Annex. Students should park in the lot adjacent to CENCOM or on the street. Do not park behind the Annex building.
15. **REGISTRATION:** When you arrive at Asilomar Conference Grounds, go directly to the front desk at the Asilomar Administration Building for your room key and dining room ticket. If you require vegetarian meals, notify the front desk representative and your meal ticket will be marked accordingly.
16. **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.
17. **TRAINING SECTION STAFF:** Training Specialist Matt Cardinet is responsible for your training group and serves as a Course Leader as well as a Coordinator. During the program, you may be asked to assist Training Center staff in the logistics of your training program (organizing field trip transportation, supervising classroom breaks, etc.). Training Section Staff will do all within their power to make your training experience pleasant and meaningful.
18. **TRAINING MATERIALS:** May be made available to you at both your unit and the Training Center. Handout materials issued at your unit should be brought to training for possible use. A conference binder or notebook will be issued to you at the training session for note taking and convenience in handling materials. Copies of DAM and DOM will be available to you for self-study. Bring your own pens and pencils.

19. 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 constitutes grounds for dropping a participant from the course. The Department Training Officer may modify 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 Specialist.
20. VEHICLES: All vehicles should be parked in the lots adjacent to the Mott Training Center. Any questions regarding use of a State vehicle while at the Mott Training Center should be discussed with your supervisor prior to your departure for training, or with your Program Coordinator while at the Mott Training Center.
21. BICYCLES: If you bring your bicycle, store it in the bicycle shed next to the Mott Training Center. Bicycles may not be brought into any building nor chained to lamp posts, trees, etc. The Mott Training Center has a limited number of bicycles available for your use. Prior to your use, you are required to complete a safety inspection and sign a waiver which is posted in the bicycle shed.
22. MAIL: Mail forwarded to you during your time at the Center should be addressed to you in care of:

Department of Parks and Recreation  
WILLIAM PENN MOTT JR. TRAINING CENTER  
P. O. Box 699, Pacific Grove, CA 93950
23. CELL PHONES: As a courtesy to your fellow participants and course leaders ensure that your cell phone is turned off during classes. Participants should not be receiving or making cell phone calls during class time. Please limit those calls to your breaks.
24. FAX: The Mott Training Center's FAX number is (831) 649-2824.
25. 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 should be made to (831) 372-8016, Asilomar Conference Grounds, and the caller should tell the switchboard operator you are with a California State Parks training group. **Please Note: There are no longer pay telephones outside of the Mott Training Center. There are pay telephones located at the Asilomar Administration Building.**
26. LAUNDRY AND DRY CLEANING: May be taken care of by you at one of several local establishments.
27. RECREATION: Facilities available on grounds include a heated swimming pool, ping-pong and pool tables, and a volleyball court. The Monterey area offers



horseback riding, golf, tennis, racquetball, deep sea fishing, and many historical landmarks and scenic sights to explore.

28. POST-TRAINING ASSIGNMENTS: In connection with formal training are to be completed under the direction of your supervisor. See "Program Attendance Requirements" in this syllabus.
29. COFFEE BREAK REFRESHMENTS: Will be available throughout each session. You will be asked to contribute to the "Hospitality Fund" to defray expenses. Please bring your own coffee cup.

## PROGRAM ATTENDANCE CHECKLIST

To assist you in your preparation for formal training sessions at the William Penn Mott Jr. Training Center, the following checklist is provided:

1. Be sure you have read and understand the Firearms Inspector Training Program Syllabus prior to the first scheduled session.
2. Arrange your travel through your District Office.
3. **Complete the Firearms Inspector Pre-Training Assignment.**
4. Bring the following with you to training:
  - Firearms Inspector Training Program Syllabus
  - If you are coming from a district that has had a Firearms Inspector de-certify or retire recently, try to locate his/her Firearms Inspector tools and bring those to class.
  - Body Armor, Hearing Protection and Safety Glasses
  - Uniforms are not required for this program. Appropriate attire shall be worn (no shorts, t-shirts or open-toed sandals).
  - Firearms and accessories as listed below:
    - Smith & Wesson M&P 40 auto pistol with at least 3 magazines
    - Colt AR-15 Patrol Rifle with at least 2 magazines (including cleaning rods and other cleaning materials that came with the rifle)
    - Remington 870 shotgun (including original trigger plate pins and keys for locking safety, if so equipped)
    - Appropriate cleaning kits and supplies for all 3 firearms
    - Small Tape Measure
    - Mini – Maglite or other small flashlight/light source
    - Shop Apron (optional)
    - Any malfunctioning or problem weapons from your District
  - Pens, pencils, alarm clock
  - Coffee cup and refillable water bottle.

## **PRE-TRAINING ASSIGNMENT – Firearms Inspector Training**

The goal of the DPR Armorer/Firearms Inspector Program is to maintain all DPR firearms at the highest level of reliability and serviceability through a coordinated system of preventive maintenance techniques, annual inspections, test firing and when necessary, repairs. The purpose of this training program is to develop your knowledge and level of understanding of how the Smith & Wesson M&P pistol, the Remington 870 shotgun and the Colt AR-15 patrol rifle function; train you how to correctly perform inspections on all 3 weapons and observe you doing inspections to insure you are performing those inspections correctly, so that when you complete the training you will be able to perform those inspections with no assistance needed.

### **Pre-training Assignments:**

- Read and understand the Firearms Inspector Training Program Syllabus.
- Memorize the parts nomenclature for all three firearms; the M&P 40 Pistol, 870 shotgun and AR-15 patrol rifle, **before** departing for training.
- Review the Function Tests for pistol, shotgun and rifle (demo and explain by course end).
- Bring any problem weapons or weapon parts from your District to the training – we will discuss and repair those problem guns/parts during the class.

Learning the part names of the Smith & Wesson M&P pistol, the Remington 870 shotgun and the Colt AR-15 patrol rifle, **prior to** attendance in this Firearms Inspector class, **is required**. The student who does not master the part names of these three weapons will find him/her self struggling to progress normally through the class and may not successfully complete the program. Once you successfully complete the Firearms Inspector training, knowing the part names will also help you relate and describe a problem when consulting with an Armorer, so that the problem can be correctly diagnosed and corrected. In short, these three weapons are the core of the DPR Firearms Inspector Program and knowing the parts and understanding how they function is **the** critical element of this program.

To help you memorize the names and appearance of these various parts, some exploded views of the pistol, shotgun and AR-15, along with keys to the identification of these parts, are provided in your syllabus. If you are having a problem visualizing what a part looks like from a diagram and to access the “live” part, you need to disassemble a firearm beyond a field-stripped condition, you are encouraged to contact a Firearms Inspector or Armorer in your District to obtain a sample part for you. There are a lot of part names to learn, so use whatever learning technique works the best for you to help memorize those part names, but do not wait until the last minute or it will become an impossible task. Parts nomenclature will be part of the written exams for each firearm type with scores of 80% or better required to pass the Firearms Inspector Program. There will also be practical exams during each firearm block where students will be asked to perform and explain the Function Test on any of the three weapons and several stations where students will be asked to troubleshoot a variety of typical problems in any of the three firearms.

As a DPR Firearms Inspector, you will be required to attend Firearms Inspector Refresher Training (36 hours) on all three weapons, 3 years after your initial training, and every 4 years thereafter. The purpose of the refresher training program is to update you on any new or revised material from the manufacturers since your last training and insure that your knowledge and skill level are still up to the standard required to remain in the DPR Firearms Inspector Program.

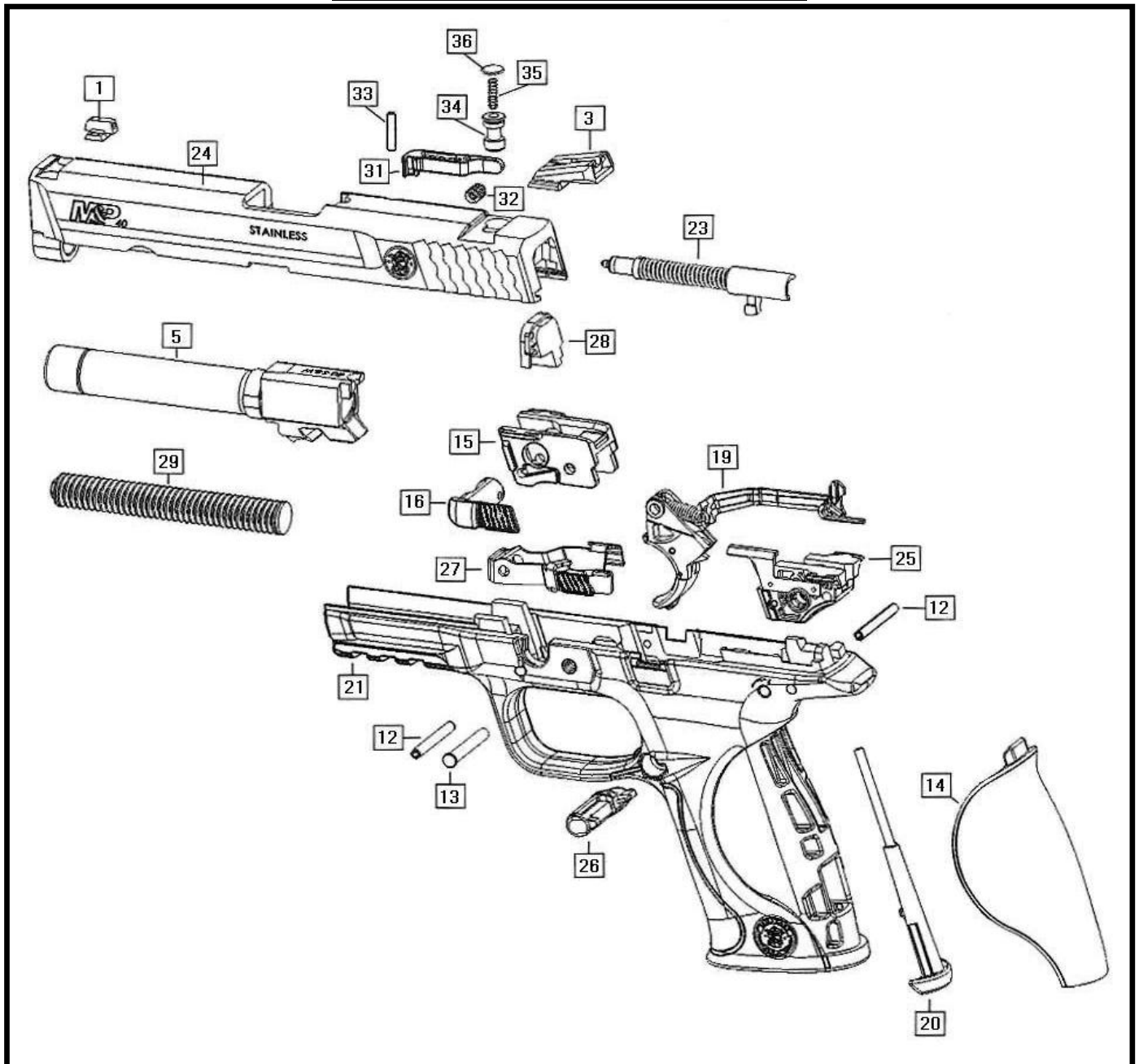
## **POST-TRAINING ASSIGNMENT**

Prior to ninety days after the completion of this program, the employee and his/her supervisor should sit down and discuss the impact and assess the effectiveness this program has had on the employee. Then both the supervisor and employee should login to the Employee Training Management System (ETMS) and complete the Post-Training Evaluation form (an email will be sent to both employee and supervisor notifying them that the evaluation needs to be completed).

The post-training evaluation process is intended to provide a bridge between classroom instruction and the on-the-job application of training. The information obtained through this process will assist the training participant, supervisor, and Mott Training Center in providing a return on the investment the Department has on training.

# SMITH & WESSON M&P PISTOL NOMENCLATURE (PARTIAL)

*\*FOR REFERENCE/STUDY PROPOSES\**

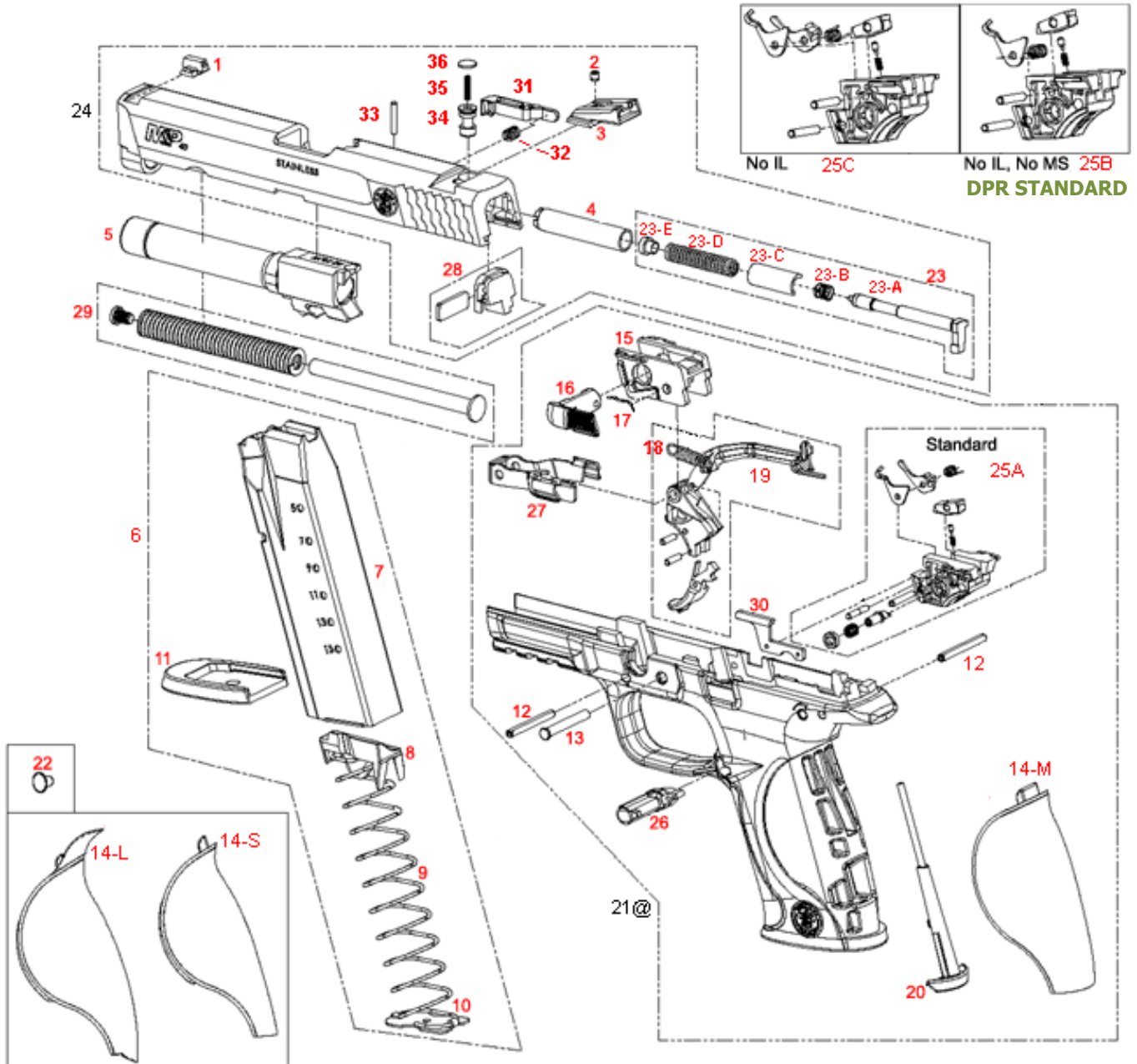


- |                                |                                 |                                   |
|--------------------------------|---------------------------------|-----------------------------------|
| 1. Front Sight                 | 19. Trigger Bar Assembly        | 28. Slide End Cap Assembly        |
| 3. Rear Sight                  | 20. Frame Tool Assembly         | 29. Recoil Guide Rod Assembly     |
| 5. Barrel                      | 21. Frame                       | 31. Extractor                     |
| 12. Locking Block Coil Pin (2) | 23. Striker Assembly            | 32. Extractor Spring              |
| 13. Trigger Headed Pin         | 24. Slide Assembly              | 33. Extractor Pin                 |
| 14. Grip Back Strap/Insert     | 25. Sear Housing Block Assembly | 34. Striker Safety Plunger        |
| 15. Locking Block              | 26. Magazine Catch Assembly     | 35. Striker Safety Plunger Spring |
| 16. Takedown Lever             | 27. Slide Stop Assembly         | 36. Striker Safety Plunger Plate  |

Note: Not all view numbers are shown in this diagram. Revised 9/18/2010

# SMITH & WESSON M&P PISTOL PARTS DIAGRAM

**\*USE THIS DIAGRAM FOR PRE-TRAINING QUIZ\***



## PARTS LISTING for SMITH & WESSON MODEL: M&P 40

View	Part No.	Cost	Revision	Description
01	278100000	\$ 6.39	X	FRONT SIGHT (WHITE DOT)
01	390100000	\$ 52.50	O	FRONT SIGHT (NIGHT)
01	395770000	\$ 52.50	O	FRONT SIGHT (NIGHT)
02*	108010000	\$ 0.27	X	REAR SIGHT SET SCREW
03*	390800000	\$ 6.50	X	REAR SIGHT (WHITE DOT)
03*	395760000	\$123.90	O	REAR SIGHT (NIGHT)
04*	277940000	\$ 0.90	X	STRIKER SPRING GUIDE (Striker Bushing)
05*	278010000	\$104.29	X	BARREL
06	394940000	\$ 41.82	X	MAGAZINE ASSEMBLY – 15 round
06	394840000	\$ 41.82	X	MAGAZINE ASSEMBLY – Compact, 10 round w/ finger ext.
06	394850000	\$ 41.82	X	MAGAZINE ASSEMBLY – Compact, 10 round, flat butt plate
07	278290000	\$ 39.96	X	MAGAZINE TUBE
08	278300000	\$ 3.18	X	MAGAZINE FOLLOWER
09	278270000	\$ 3.28	X	MAGAZINE SPRING
10	390160000	\$ 2.40	X	MAGAZINE BUTT PLATE CATCH (High Capacity)
11	278250000	\$ 0.84	X	MAGAZINE BUTT PLATE
12*	277600000	\$ 0.12	X	LOCKING BLOCK COIL PIN (2)
13*	277520000	\$ 1.47	X	TRIGGER HEADED PIN
14-S	277820000	\$ 2.49	O	GRIP BACK STRAP (Grip Insert), SMALL
14-M	277830000	\$ 2.40	O	GRIP BACK STRAP (Grip Insert), MEDIUM
14-L	277840000	\$ 2.40	O	GRIP BACK STRAP (Grip Insert), LARGE
15*	277590000	\$ 12.75	X	LOCKING BLOCK
16	277610000	\$ 3.63	X	TAKEDOWN LEVER
17	277620000	\$ 3.30	X	TAKEDOWN LEVER RETAINING WIRE
18	391420000	\$ 1.62	X	TRIGGER RETURN SPRING
19*	279280000	\$ 12.99	X	TRIGGER BAR ASSEMBLY
19*	391310000	\$ 12.99	O	TRIGGER BAR ASSEMBLY, 10.5 LBS.
19*	393050000	\$ 12.99	O	TRIGGER BAR ASSEMBLY, 8.5 LBS.
20	277860000	\$ 1.44	X	FRAME TOOL ASSEMBLY
21@	000000001	\$ N/A	X	FRAME (Factory Installed Only)
22*	279390000	\$ 0.48	X	FRAME KEY PLUG
23	279770000	\$ 31.41	X	STRIKER ASSEMBLY
23-A	395260000	\$ N/A	X	M&P STRIKER
23-B	274240000	\$ N/A	X	STRIKER RETURN SPRING
23-C	277950000	\$ N/A	X	STRIKER GUIDE
23-D	395290000	\$ N/A	X	STRIKER SPRING
23-E	279760000	\$ N/A	X	STRIKER SPRING KEEPERS (2)
24	390410000	\$379.59	O	SLIDE ASSEMBLY - (NIGHT SIGHT)
24	391050000	\$226.32	X	SLIDE ASSEMBLY - (WHITE DOT)
25A*	277640000	\$ 28.92	X	SEAR HOUSING BLOCK ASSEMBLY - STANDARD
25B*	390900000	\$ 25.77	O	SEAR HOUSING BLOCK ASSEMBLY - NO IL, NO MS
25C*	390910000	\$ 24.75	O	SEAR HOUSING BLOCK ASSEMBLY - NO IL
26	277890000	\$ 2.34	X	MAGAZINE CATCH ASSEMBLY
27*	393680000	\$ 12.90	X	SLIDE STOP ASSEMBLY
28*	278380000	\$ 1.95	X	SLIDE ENDCAP ASSEMBLY
29	279740000	\$ 6.36	X	RECOIL GUIDE ROD ASSEMBLY
30	277630000	\$ 1.65	X	EJECTOR
31	278030000	\$ N/A	X	EXTRACTOR
32	391660000	\$ N/A	X	EXTRACTOR SPRING
33	105800000	\$ N/A	X	EXTRACTOR PIN
34	277980000	\$ N/A	X	STRIKER SAFETY PLUNGER (Striker Block)
35	392080000	\$ N/A	X	STRIKER SAFETY PLUNGER SPRING (Striker Block Spring)
36	275650000	\$ N/A	X	STRIKER SAFETY PLUNGER PLATE (F/P Plunger Spacer)
NI	069620000	\$ 0.51	X	SAFETY FLAG
NI	390340000	\$ 14.85	X	GUN BOX
NI	411380000	\$ 10.20	X	CABLE LOCK

X = STD. O = OPTIONAL R = Restricted R# = Revision # = Required \* = Restricted to factory trained armorers  
 @ = Factory installed only + = Authorized Warranty Station **Green Type = DPR Standard**  
 \$ N/A = Price not available. Prices subject to change without notice. Revised 9/17/2010

## **DPR M&P PISTOL FUNCTION TEST:**

**(Note: To be performed after each cleaning and/or disassembly - weapon must pass all checks)**

- 1) **Pistol is in a SAFE Condition:** Remove the magazine, lock the slide to the rear and check that the chamber and magazine well to be sure they are **EMPTY**. Double check that the pistol is **UNLOADED!** Make sure the sear deactivation lever is re-set in the up position. All magazines are available and empty. No live ammunition nearby. Check the overall appearance of the pistol.
- 2) **Bore Check:** Slide locked to the rear - insert your thumbnail or a piece of white paper into the ejection port to reflect light up through the bore and look down the bore from the muzzle end – *the bore must be clear of obstructions.*  
**Alternate Method:** Slide locked to the rear - run a “Bore Snake” or cleaning rod with a patch down the bore, from the muzzle and out the ejection port to insure the bore is clear of obstructions.
- 3) **Striker Safety Check:** Pistol at slide-lock. Pull the striker hook to the rear to reset, then push it forward – *striker must not protrude through the breech face.*  
Now, depress the striker safety plunger with a drift, a pen or other similar object while you push the striker hook forward – *the striker tip must now protrude through the breech face.*
- 4) **Trigger Safety Check:** Pistol in battery position. Press only on the top portion of the trigger – *trigger must not depress into the frame without pulling the lower portion of the trigger.*
- 5) **Trigger Pull Check:** Pistol in battery position. Pull the trigger – *take up should be smooth; the trigger pull must release the striker; and the trigger must recover well.*

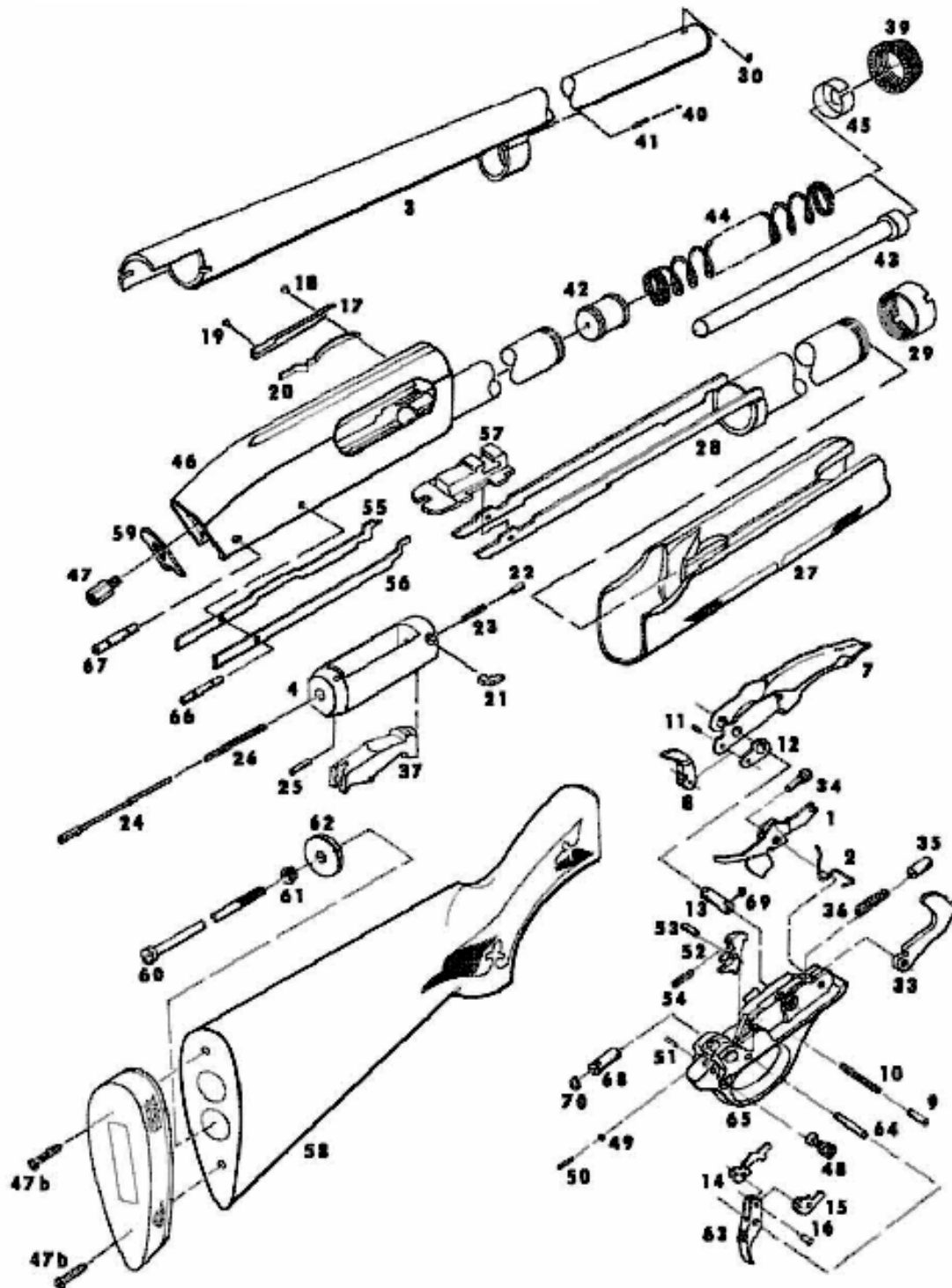
**Note: Perform the next 4 checks with all magazines:**

- 6) **Magazines Lock/Release:** Slide closed, insert an empty magazine into the magazine well – *the magazines must lock securely and must fall free when the magazine catch is depressed.*
- 7) **Slide Stop Check:** Empty magazine inserted. Pull the slide fully to the rear and release – *the slide stop must self-engage and lock the slide to the rear (open).*
- 8) **Magazine Release Check:** With the slide locked to the rear, push the magazine catch (release) – *the magazine must drop free when released with slide locked open.*
- 9) **Slide Stop Release Check:** With the magazine released, now pull the slide to the rear and release – *the slide must release from the slide stop, move forward and close.* The slide must release and move forward, unassisted, to a fully-closed/battery position.
- 10) **Recoil Spring Recovery Check:** Hold the muzzle up and pull the slide ½ inch to the rear and release – *the slide must return unassisted to the battery position.*
- 11) **Slide Out Of Battery Check:** Slowly move the slide to the rear until the barrel starts to unlock (approx. ¼ inch), now pull the trigger – *the trigger pull must not engage or release the striker*
- 12) **Pistol is in a SAFE Condition:** Magazine removed, lock the slide to the rear and check the chamber and magazine well to be sure they are **EMPTY** and the pistol is **UNLOADED**.  
The Function Test is complete.



# Remington Model 870 Shotgun

**\*USE THIS DIAGRAM FOR PRE-TRAINING QUIZ\***



# REMINGTON - MODEL 870™

## Pump Action Shotgun PARTS LIST

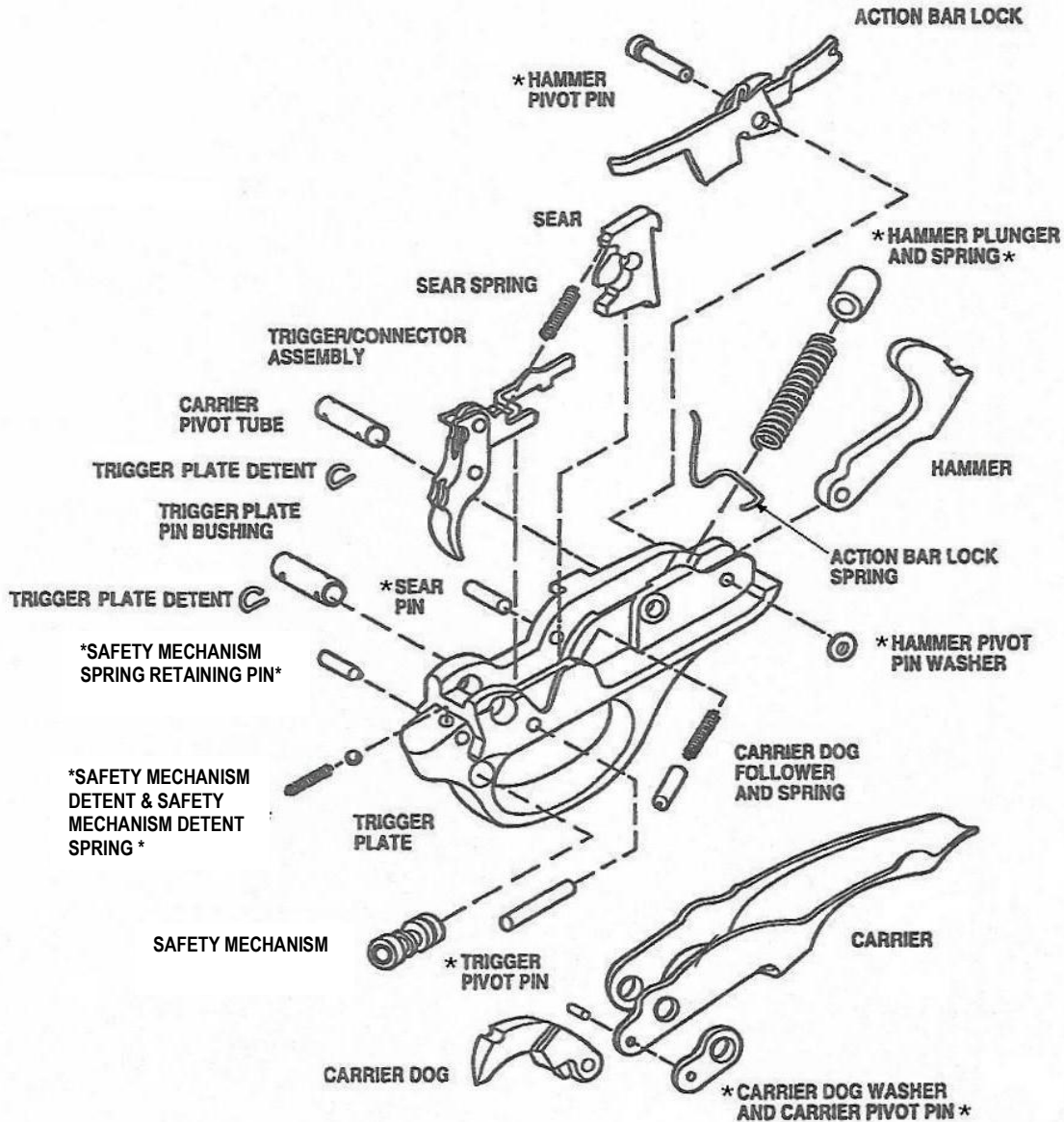
VIEW #	PART NAME	VIEW #	PART NAME
1	Action Bar Lock	37	Locking Block Assembly
2	Action Bar Lock Spring	39	Magazine Cap
<b>NOTE:</b> All barrels (same gauge) are interchangeable without adjustment.			
3	Barrel Assembly	40	Magazine Cap Detent
4	Breech Bolt	41	Magazine Cap Detent Spring
7	Carrier	42	Magazine Follower
8	Carrier Dog	43	Magazine Plug, 3-Shot
9	Carrier Dog Follower	44	Magazine Spring
10	Carrier Dog Follower Spring	45	Magazine Spring Retainer
✕ 11	Carrier Dog Pivot Pin	46	Receiver Assembly (Restricted)
✕ 12	Carrier Dog Washer	47	Receiver Stud
13	Carrier Pivot Tube	47b	Recoil Pad Screw
14	Connector, Left	48	Safety Mechanism
15	Connector, Right	✕ 49	Safety Mechanism Detent Ball
✕ 16	Connector Pin	✕ 50	Safety Mechanism Spring
17	Ejector	✕ 51	Safety Mechanism Spring Retaining Pin
18	Ejector Rivet, Front	52	Sear
19	Ejector Rivet, Rear	✕ 53	Sear Pin
20	Ejector Spring	54	Sear Spring
21	Extractor	55	Shell Latch, Left
22	Extractor Plunger	56	Shell Latch, Right
23	Extractor Spring	57	Slide Assembly
24	Firing Pin	58	Stock Assembly
25	Firing Pin Retaining Pin	59	Stock Bearing Plate
26	Firing Pin Retractor Spring	60	Stock Bolt
27	Fore-end	61	Stock Bolt Lock Washer
28	Fore-end Tube Assembly	62	Stock Bolt Washer
29	Fore-end Tube Nut	63	Trigger Assembly (Restricted)
30	Front Sight	✕ 64	Trigger Pivot Pin
33	Hammer	65	Trigger Plate, R.H. Safety Mechanism (Restricted)
✕ 34	Hammer Pivot Pin	66	Trigger Plate Pin, Front
✕ 35	Hammer Plunger	67	Trigger Plate Pin, Rear
✕ 36	Hammer Spring	68	Trigger Plate Pin Bushing
		69	Trigger Plate Pin Detent Spring, Front
		70	Trigger Plate Pin Detent Spring, Rear

✕ It is not necessary to memorize these part names.

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# Internal Parts of Fire Control Remington Model 870

*\*FOR REFERENCE/STUDY PROPOSES\**



\* It is not necessary to memorize these part names.

For Information Only: Do Not Disassemble

## **DPR 870 SHOTGUN FUNCTION TEST:**

**(Note: performed after each cleaning and/or disassembly – weapon must pass all checks)**

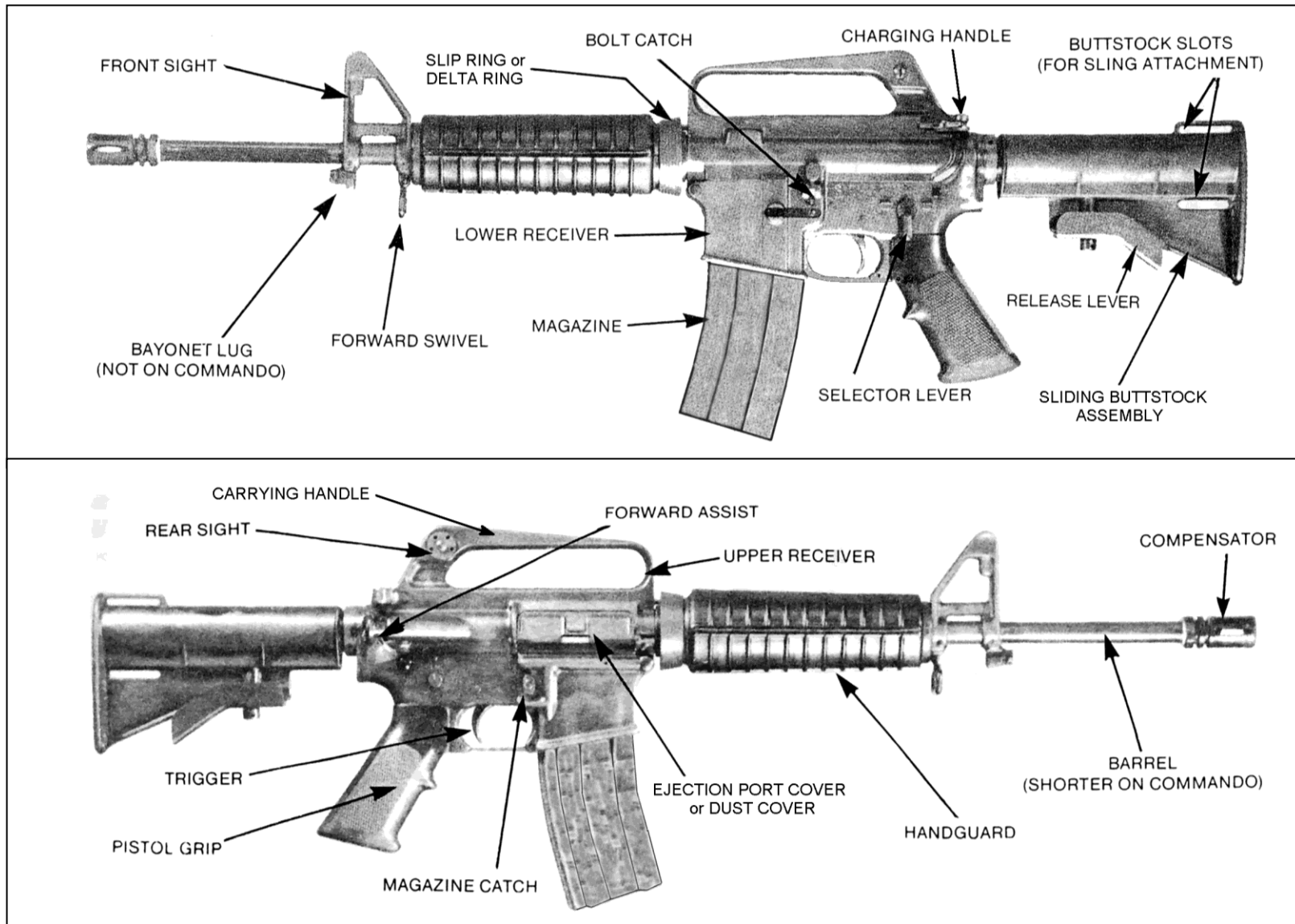
- 1) **Shotgun is in a SAFE condition:** Safety to the "safe" position, open the action, and check that the magazine tube and the chamber are EMPTY. Double check that the shotgun is **UNLOADED!**  
No live ammunition nearby.  
Check the overall appearance of the shotgun.
- 2) **Bore Check:** Safety to "safe" position, action open and look down the bore – *the bore must be clear of obstructions.*  
**Alternate Method:** Open the action/bolt and run a "Bore Snake" or cleaning rod with a patch down the bore to insure the bore is clear of obstructions.
- 3) **Action Works Smoothly:** Depress the action release and work the slide back and forth several times - *the action must be free of roughness or sticking.*
- 4) **Safety Check:** Move the safety back and forth – *the safety must click into "safe"/"fire" positions.*  
Move the safety to the "safe" position, pull the trigger – *the hammer must not fall.* Move the safety to the "fire" position, pull the trigger – *the hammer must fall.*
- 5) **Disconnecter Check:** Safety to the "fire" position, open the action, hold the trigger to the rear while closing the action - *weapon must not fire until the trigger is released and then re-pulled.*
- 6) **Action Bar Lock Check:** Safety to the "fire" position, fully close the slide, and then without depressing the action bar lock, attempt to pull the slide to the rear – *the slide must not move to the rear if the action bar lock is working properly.* Next, depress the action bar lock and move the slide to the rear – *the slide must move rearward.* Now, close the action and attempt to pull the slide to the rear – *the slide must not move to the rear.* Next, pull the trigger and move the slide to the rear – *the slide must move rearward.*
- 7) **Shell Carrier/Shell Stops Checks:** Safety to the "safe" position, action closed and invert the shotgun with magazine loading port up. Identify and push up on shell carrier – *it must be spring-loaded.*  
Next, identify and depress the left shell stop (it will be to the right when the shotgun is belly up) – *it should be spring-loaded.* Now, release and open the action a little over half way. Identify and depress the right shell stop - *it should also be spring-loaded.*
- 8) **Magazine Cap/Magazine Follower Checks:** Safety to the "safe" position and action open. Check that the magazine cap or magazine extension is tight. Next, identify the orange law enforcement follower - *it must be present and spring loaded.*
- 9) **Shotgun in a SAFE condition:** Safety to the "safe" position, action open, magazine tube and chamber are EMPTY. The Function Test is complete.

**Continue with nos. 10-12 if this is a Pre-Duty Check:**

- 10) **Front/Rear Sight Check:** Inspect front and rear sights - *they must be present and in good condition.*
- 11) **Accessories Check:** Inspect accessories such as tactical light, tactical sling, etc. - *they must be in working order.* Tactical sling - *check to insure proper sizing adjustment for the officer.*
- 12) **Duty Carry Condition:** Safety to "safe" position, action open, magazine tube and chamber EMPTY.  
Next, close the action, fully load the magazine tube and "Side Saddle" and secure in vehicle gun lock.

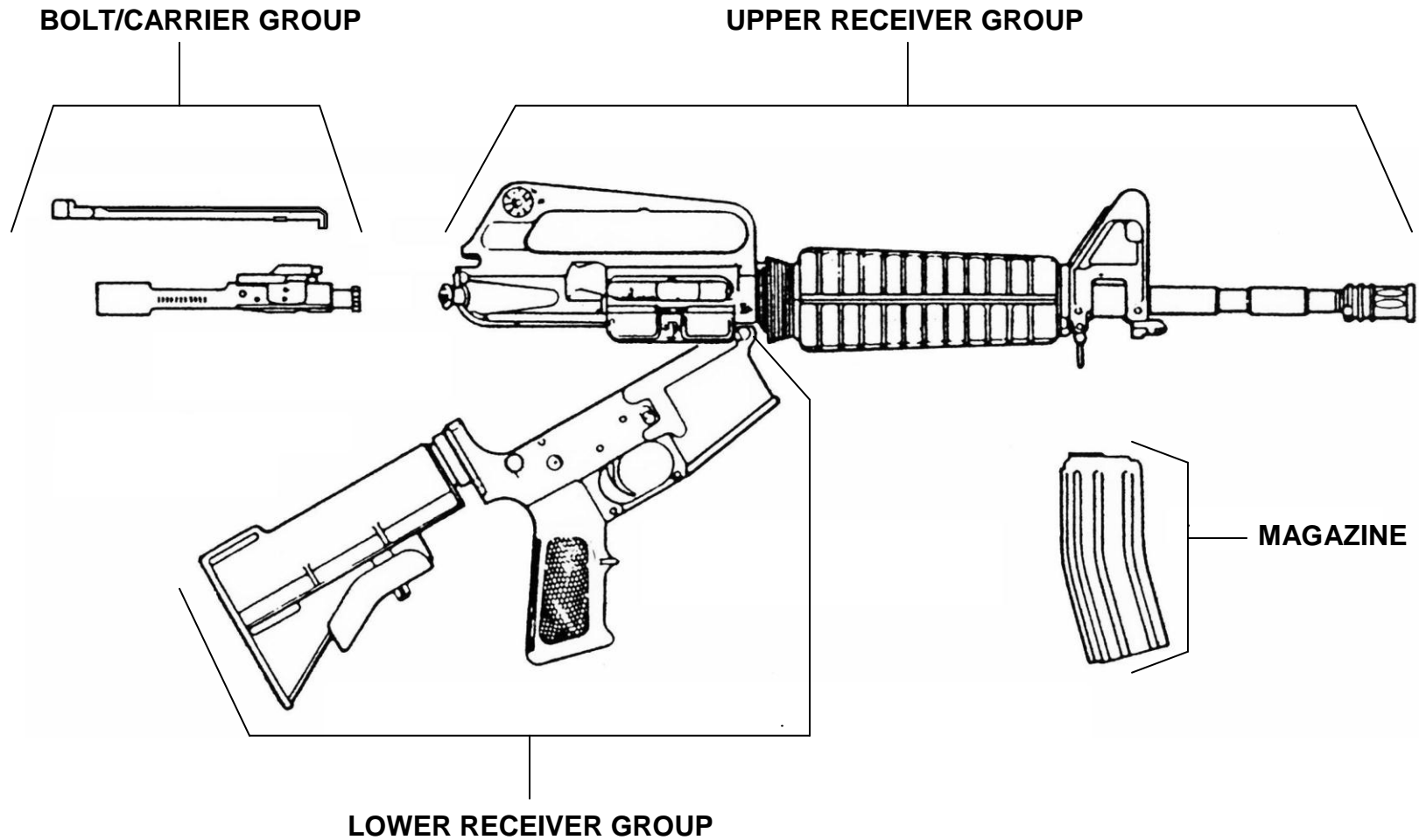
# AR-15 EXTERNAL NOMENCLATURE

*\*FOR REFERENCE/STUDY PROPOSES\**



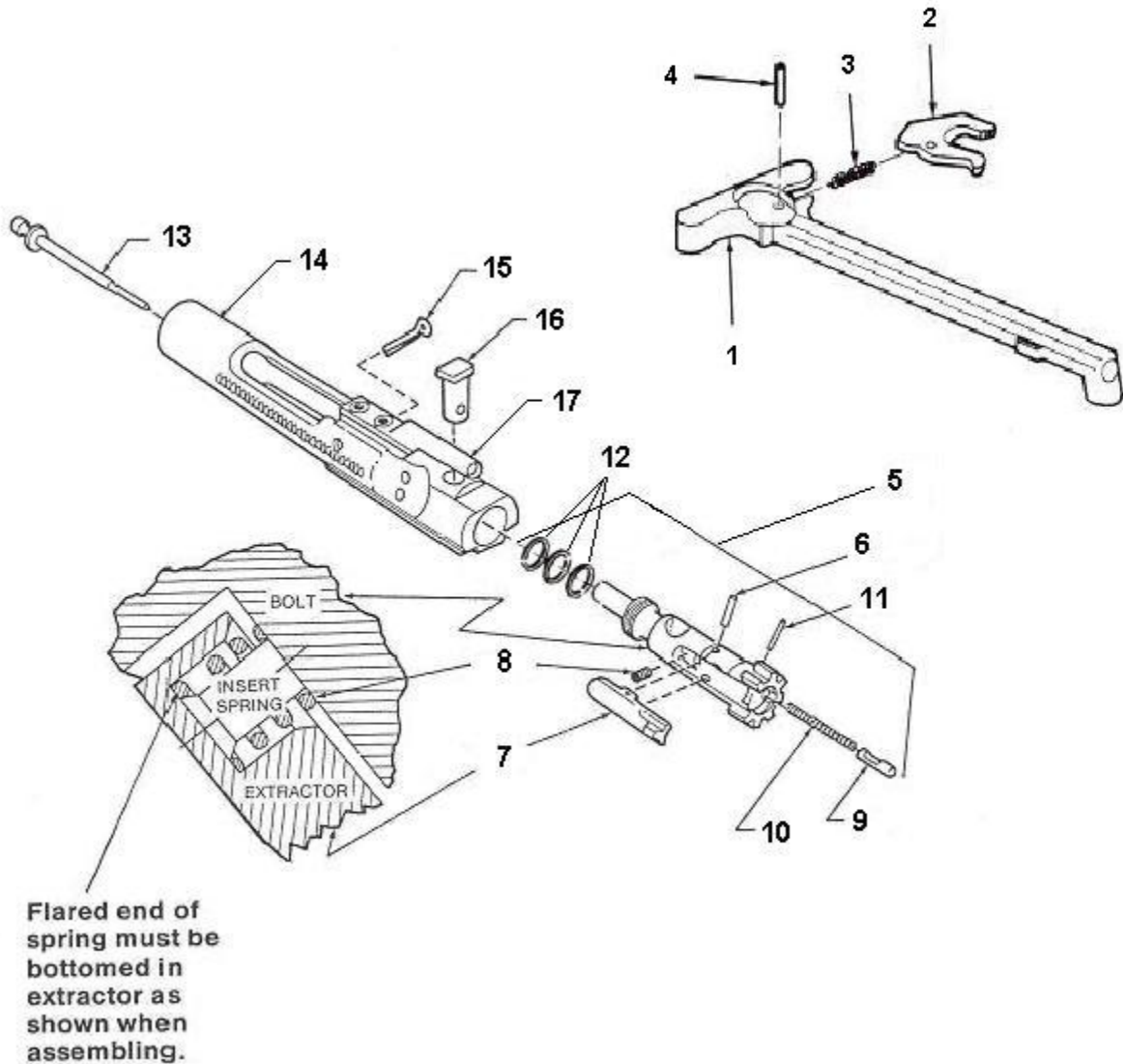
# AR-15 MAJOR ASSEMBLY GROUPS

*\*FOR REFERENCE/STUDY PROPOSES\**



# BOLT and BOLT CARRIER GROUP

**\*USE THIS DIAGRAM FOR PRE-TRAINING QUIZ\***



## CHARGING HANDLE ASSEMBLY

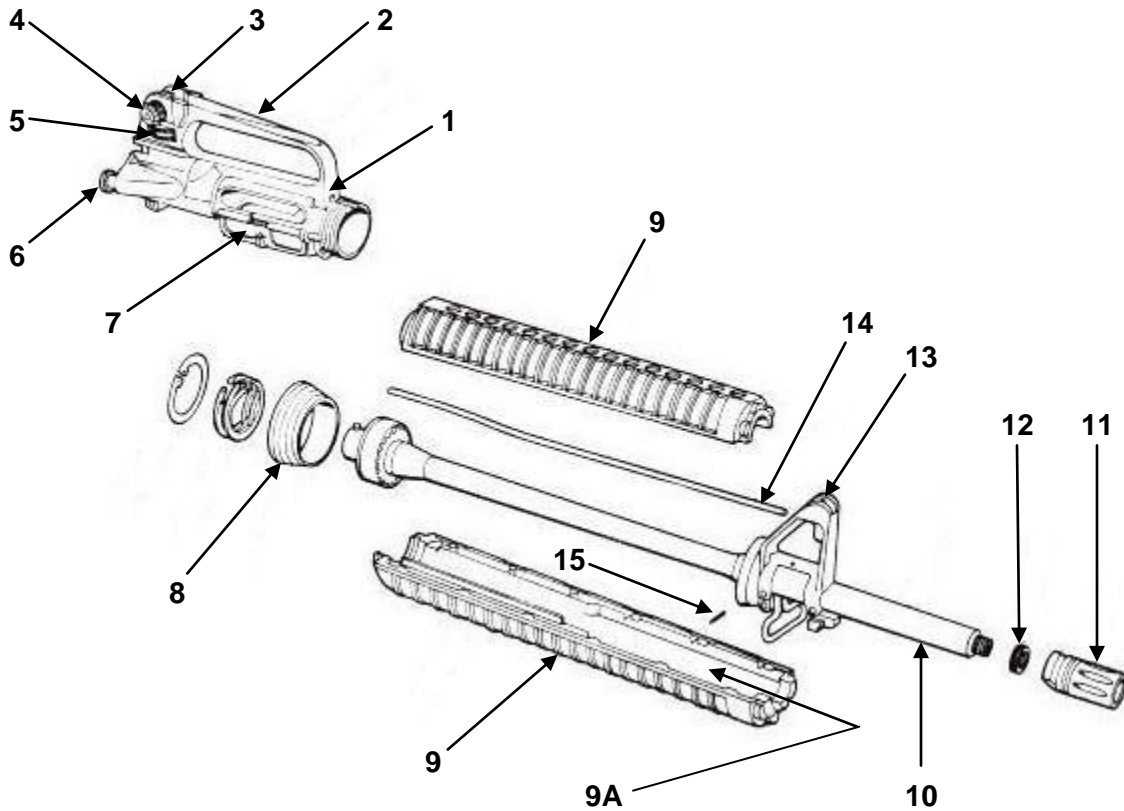
- 1 – Charging Handle (body)
- 2 – Charging Handle Latch
- 3 – Charging Handle Latch Spring
- 4 – Charging Handle Roll Pin

## BOLT and BOLT CARRIER ASSEMBLIES

- 5 – Bolt Assembly
- 6 – Extractor Pin
- 7 – Extractor
- 8 – Extractor Spring/Insert
- 9 – Ejector
- 10 – Ejector Spring
- 11 – Ejector Roll Pin
- 12 – Bolt (Gas) Rings (3)
- 13 – Firing Pin
- 14 – Bolt Carrier Assembly
- 15 – Firing Pin Retaining Pin
- 16 – Cam Pin
- 17 – Bolt Carrier Key or Gas Key

# UPPER RECEIVER GROUP

**\*USE THIS DIAGRAM FOR PRE-TRAINING QUIZ\***



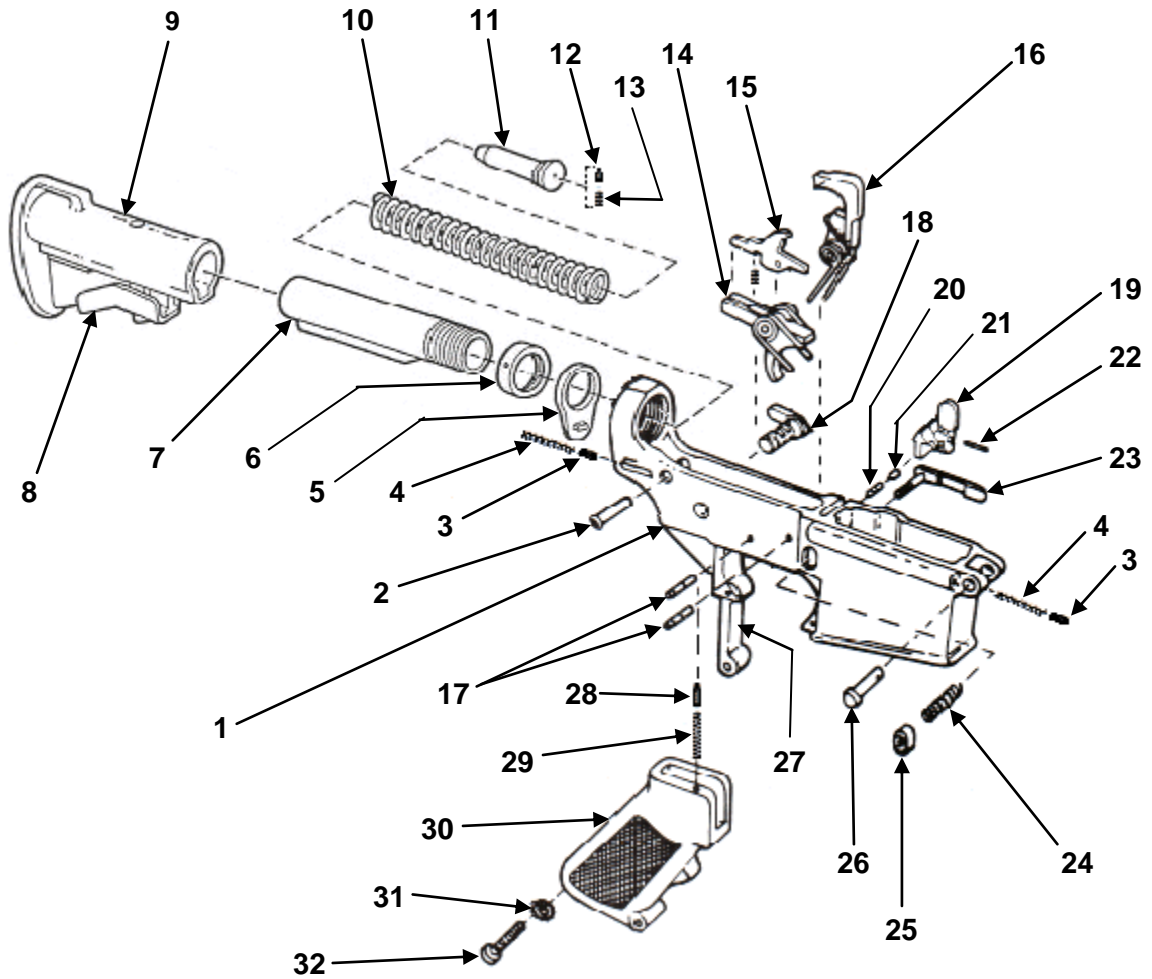
- 1 – Upper Receiver Assembly
- 2 – Carrying Handle
- 3 – Rear Sight
- 4 – Windage Knob
- 5 – Elevation Knob
- 6 – Forward Assist
- 7 – Ejection Port Cover or Dust Cover
- 8 – Slip Ring or Delta Ring

- 9 – Handguard Assembly
- 9A – Handguard Heat Shields
- 10 – Barrel
- 11 – Compensator
- 12 – Peel Washer/Crush Washer
- 13 – Front Sight
- 14 – Gas Tube
- 15 – Gas Tube Roll Pin



# LOWER RECEIVER GROUP

**\*USE THIS DIAGRAM FOR PRE-TRAINING QUIZ\***



- 1 – Lower Receiver
- 2 – Take Down Pin
- 3 – Take Down Pin Detent
- 4 – Take Down Pin Detent Spring
- 5 – Receiver End Plate
- 6 – Receiver Extension Nut
- 7 – Receiver Extension
- 8 – Release Lever
- 9 – Sliding Buttstock
- 10 – Action Spring
- 11 – Buffer Assembly

- 12 – Buffer Retainer
- 13 – Buffer Retainer Spring
- 14 – Trigger/Spring
- 15 – Disconnect/Spring
- 16 – Hammer Assembly/Spring
- 17 – Hammer/Trigger Pins
- 18 – Selector Lever
- 19 – Bolt Catch
- 20 – Bolt Catch Spring
- 21 – Bolt Catch Plunger
- 22 – Bolt Catch Roll Pin

- 23 – Magazine Catch
- 24 – Magazine Catch Spring
- 25 – Magazine Release Button
- 26 – Receiver Pivot Pin
- 27 – Trigger Guard Assembly
- 28 – Selector Lever Detent
- 29 – Selector Lvr. Detent Spring
- 30 – Pistol Grip
- 31 – Pistol Grip Lock Washer
- 32 – Pistol Grip Screw

## **DPR AR-15 RIFLE FUNCTION TEST:**

**(Note: to be performed after each cleaning and/or disassembly – rifle must pass all checks)**

- 1) **Rifle is in a SAFE condition:** Selector on "SAFE", magazine removed, bolt locked open – check the chamber to be sure it is **EMPTY**. Double check that the Rifle is **UNLOADED!**  
All magazines are available and empty. No live ammunition is nearby.  
Check the overall appearance of the rifle.
- 2) **Bore Check:** Selector on "SAFE", close the bolt, push out the takedown pin, hinge-open the upper and lower receivers, remove the bolt/carrier group and look down the bore – *the bore must be clear of obstructions*. Re-install the bolt/carrier group, close up the receivers and re-install the takedown pin. Lock the bolt open.  
**Alternate Method:** Lock the bolt open and run a "Bore Snake" or cleaning rod with a patch down the bore to insure the bore is clear of obstructions.
- 3) **Selector (Safety) Check:** Selector on "SAFE", pull the charging handle to the rear and release to close the bolt. Now, pull the trigger – *the hammer must not fall*.
- 4) **Semi-Auto/Disconnecter Check:** Move the selector to "SEMI". Pull the trigger to the rear – *the hammer must fall*. Continue holding the trigger to the rear. Pull charging handle to the rear and release while holding the trigger to the rear (*the hammer must not fall – it is being held by the disconnecter*). Next, release the trigger and listen for the "thunk" – (hammer is released from the disconnecter and transferred to the trigger/hammer engagement surface (*hammer still must not fall*)). Now, pull the trigger to the rear - *now the hammer must fall*.
- 5) **Forward Assist Check:** Selector on "SEMI" and bolt closed. Pull the charging handle about 1 inch to the rear and then slowly ease the charging handle forward, keeping the bolt from going all the way forward and locking. Now depress the forward assist a couple of times- *the bolt must be moved forward and lock into battery position*.
- 6) **Magazines Lock/Release (check all magazines):** Selector on "SEMI" and bolt closed. Insert an empty magazine into the magazine well – *the magazine must lock securely and it must drop free when the magazine catch is depressed*. Next, lock the bolt open and insert a magazine – *the magazine must lock securely and must drop free when released with bolt locked open*. Repeat these checks with all magazines.
- 7) **Bolt Catch Checks:** Selector on "SEMI" and bolt closed. Insert an empty magazine. Pull the charging handle fully to the rear and push forward until the handle latches – *the bolt must stay to the rear*. **Release Checks:** with the bolt locked open, depress the bolt catch - *bolt must release and move forward, unassisted, to fully-closed/battery position*. Now, re-lock the bolt to the rear again, latch the charging handle and release the magazine. Next, pull the charging handle fully to the rear and release – *the bolt must release, move forward and fully close*.
- 8) **Rifle in a SAFE condition:** Selector on "SAFE", magazine removed, bolt locked open and chamber EMPTY. The Function Test is complete.

### **Continue with nos. 9-11 if this is a Pre-Duty Check:**

- 9) **Front/Rear Sight Check:** Inspect the front and rear sights - *they must be in working order and have not been moved from their "zeroed" positions*.
- 10) **Accessories Check:** Inspect all accessories such as magazine pouches, optics, tactical light, tactical sling, etc. - *they must all be present, properly installed, clean and in working order*.  
Tactical sling - *check to insure proper sizing adjustment for the officer that will be carrying the rifle*.
- 11) **Duty Carry Condition:**
  - 1) Rifle is in a safe condition - set selector on "Safe", magazine removed, bolt locked open and check the chamber to be sure it is **EMPTY**.
  - 2) Load all magazines with DPR "duty" ammo- downloaded by 2 from maximum capacity.
  - 3) Close the bolt, close the dust cover, insert an 18 or 28 round loaded magazine into the magazine well and ensure that it is properly seated, and secure the patrol rifle in the vehicle gun lock.

**Firearms Inspector Parts Nomenclature Quiz**  
**\*USE DIAGRAMS AS INDICATED FOR PRE-TRAINING QUIZ\***

**Smith & Wesson M&P 40 Pistol:**

<b>Line #</b>	<b>View #</b>	<b>Part Name</b>
1.	(01)	_____
2.	(02)	_____
3.	(03)	_____
4.	(04)	_____
5.	(05)	_____
6.	(06)	_____
7.	(07)	_____
8.	(08)	_____
9.	(09)	_____
10.	(10)	_____
11.	(11)	_____
12.	(12)	_____
13.	(13)	_____
14.	(14)	_____
15.	(15)	_____
16.	(16)	_____
17.	(17)	_____
18.	(18)	_____
19.	(19)	_____
20.	(20)	_____
21.	(21)	_____
22.	(22)	_____
23.	(23)	_____
24.	(23B)	_____
25.	(23C)	_____
26.	(23D)	_____
27.	(23E)	_____
28.	(24)	_____
29.	(25)	_____
30.	(26)	_____
31.	(27)	_____
32.	(28)	_____
33.	(29)	_____
34.	(30)	_____
35.	(31)	_____
36.	(32)	_____
37.	(33)	_____
38.	(34)	_____
39.	(35)	_____
40.	(36)	_____

**Remington 870 Shotgun:**

Line #	View #	Part Name
41.	(40)	_____
42.	(45)	_____
43.	(4)	_____
44.	(37)	_____
45.	(57)	_____
46.	(55)	_____
47.	(65)	_____
48.	(1)	_____
49.	(2)	_____
50.	(7)	_____
51.	(8)	_____
52.	(9)	_____
53.	(10)	_____
54.	(13)	_____
55.	(14)	_____
56.	(52)	_____
57.	(54)	_____
58.	(68)	_____
<b>AR-15 – Bolt/Bolt Carrier Group:</b>		
59.	(1)	_____
60.	(14)	_____
61.	(15)	_____
62.	(16)	_____
63.	(17)	_____
64.	(5)	_____
65.	(9)	_____
66.	(7)	_____
67.	(8)	_____
68.	(12)	_____
<b>AR-15 – Upper Receiver Group:</b>		
69.	(6)	_____
70.	(7)	_____
71.	(9)	_____
72.	(11)	_____
<b>AR-15 – Lower Receiver Group:</b>		
73.	(23)	_____
74.	(19)	_____
75.	(10)	_____
76.	(11)	_____
77.	(28)	_____
78.	(29)	_____
79.	(18)	_____
80.	(15)	_____

**FIREARMS INSPECTOR GROUP 14 – AGENDA**  
**March 18-25, 2013**

<p><b>Special Notice:</b> This training program will be conducted at the: <b>Mott Training Center - Annex</b> 2211 Garden Road, Building C Monterey, California 93940 (See map in syllabus.) <b>No live ammo or loaded weapons will be permitted in the classroom.</b></p>
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**Monday**  
**March 18**

1500- Check-in at the Asilomar Administration Building

**Tuesday**  
**March 19**

0815-0830	Program Orientation	Cardinet
0830-0930	Introductions, Course Objectives, and <b>SAFETY</b> , Firearms Inspector Program Guidelines - Duty Statements, Geographic Areas, Legal Responsibilities, and DPR Policies	Hardenbrook
0930-1000	Inspector Handbook, Parts, Tools and Supplies	Schory/Butzke
1000-1200	Smith & Wesson M&P Pistol - Design Features and Construction, Changing Grip Inserts, Operation Controls, External Exam, Field Strip, Safety Features, Cycle of Operation, Magazine Disassembly, Slide Nomenclature, Slide Disassembly and Reassembly	Butzke/Shea/ S&W Representative
1200-1300	<i>Lunch</i>	
1300-1500	Smith & Wesson M&P Pistol – Frame Nomenclature, Frame Disassembly/Reassembly, Safety Features, Function Checks, Cleaning, Lubrication, Maintenance and Written Exam	Butzke/Shea/ S&W Rep.
1500-1530	Shipping Weapons, Forms and Record Keeping	Schory
1530-1700	M&P Pistol Inspection Methods and Techniques	Butzke/Shea

**Wednesday**  
**March 20**

0815-0830	Review, Comments and Questions	Hardenbrook
0830-1030	Pistol Inspections - Student Application	Butzke/Shea
1030-1200	M&P Pistol: History, Design, Safeties, Ballistics and Cycle of Operation (FCLFUEEC)	Butzke/Shea
1200-1300	<i>Lunch</i>	
1300-1330	DPR Pistol Cleaning and Lubrication Methods	Cardinet/Kenney
1330-1430	M&P Pistol Malfunctions and Troubleshooting	Butzke/Shea/Kibbey
1430-1500	Smith & Wesson M&P Pistol Written Exam	Hardenbrook/Staff
1500-1700	M&P Pistol Problem Solving - Practical Exercises	Kibbey/Staff

**FIREARMS INSPECTOR GROUP 14 – AGENDA**  
**March 18-25, 2011**

**Thursday**

**March 21**

0815-0830	Review, Comments and Questions	Hardenbrook
0830-1000	Remington 870 Shotgun: Introduction to Parts, Nomenclature, Disassembly and Reassembly	Kenney/Kibbey/ Van Etten Collins
1000-1130	Shotgun Disassembly/Reassembly – Student Application	Kenney/Kibbey/ Van Etten Collins
1130-1200	Remington 870 Shotgun Parts/Nomenclature Quiz	Kenney/Kibbey/ Van Etten Collins
1200-1300	<i>Lunch</i>	
1300-1430	870 Shotgun Inspection Methods and Techniques	Kenney/Kibbey/ Van Etten Collins
1430-1600	Shotgun Inspections – Student Application	Kenney/Kibbey/ Van Etten Collins
1600-1700	Shotgun: History, Design, Safeties, Ballistics and Cycle of Operation (FCLFUEEC)	Kenney/Kibbey/ Van Etten Collins
1800-1900	<i>Dinner</i>	
1915-2115	“C.A.M.P.” Weapons Recordkeeping System	Shea/Poole/Schory

**Friday**

**March 22**

0815-0830	Review, Comments and Questions	Hardenbrook
0830-0900	DPR Shotgun Cleaning and Lubrication Methods	Kenney/Cardinet
0900-0930	870 Shotgun Malfunctions and Troubleshooting	Kenney/ Van Etten Collins
0930-1000	Remington 870 Shotgun Written Exam	Kenney/Staff
1000-1200	Shotgun Problem Solving- Practical Exercises	Kenney/Staff
1200-1300	<i>Lunch</i>	
1300-1430	Colt AR-15: Introduction to Parts, Nomenclature, Disassembly and Reassembly	Poole/Farcau
1430-1600	AR-15 Disassembly/Reassembly – Student Application	Poole/Farcau
1600-1700	AR-15: History, Design, Safeties, Ballistics and Cycle of Operation (FCLFUEEC)	Poole/Farcau

**Saturday**

**March 23**

0815-0830	Review, Comments and Questions	Hardenbrook
0830-0900	Colt AR-15 Parts/Nomenclature Quiz	Poole/Farcau/ Olavarria Olavarria

**FIREARMS INSPECTOR GROUP 14 – AGENDA**  
**March 18-25, 2013**

**Saturday**

**March 23 - continued**

0900-1100	Colt AR-15 Inspection Methods and Techniques	Poole/Farcou/ Olavarria
1100-1200	AR-15 Inspections – Student Application	Poole/Farcou/
1200-1300	<i>Lunch</i>	
1300-1400	AR-15 Inspections – Student Application	Poole/Farcou/ Olavarria
1400-1430	DPR AR-15 Cleaning and Lubrication	Cardinet/Olavarria
1430-1500	AR-15 Malfunctions and Troubleshooting	Poole/Farcou/ Olavarria
1500-1530	Colt AR-15 Patrol Rifle Written Exam	Poole/Staff
1530-1700	AR-15 Problem Solving- Practical Exercises	Poole/Staff

**Sunday**

**March 24**

0815-0830	Review, Comments and Questions	Hardenbrook
0830-1000	Pistol Inspection Review	Shea/Schory
1000-1100	Pistol Practical Exams: Disassembly/Reassembly Exam, Pistol Function Test Exam and Nomenclature Exam	Shea/Schory
1100-1200	Shotgun Inspection Review	Kenney/ Van Etten Collins
1200-1300	<i>Lunch</i>	
1300-1330	Shotgun Inspection Review	Kenney/ Van Etten Collins
1330-1430	Shotgun Practical Exams: Disassembly/ Reassembly Exam, Shotgun Function Test Exam and Nomenclature Exam	Kenney/ Van Etten Collins
1430-1600	AR-15 Inspection Review	Poole/Farcou/ Olavarria
1600-1700	AR-15 Practical Exams: Disassembly/Reassembly Exam, AR-15 Function Test Exam and Nomenclature Exam	Poole/Farcou/ Olavarria

**Monday**

**March 25**

0815-0900	Practical Exams Review	Hardenbrook/Staff
0900-1130	Test Fire All Weapons/Practical Problem-Solving Exam	Olavarria/Cardinet/ Staff
1130-1200	Post Training Assignments and Closure	Hardenbrook/ Cardinet
1200-	<i>Lunch and Departure</i>	

**FIREARMS INSPECTOR TRAINING PROGRAM**

**54 HOURS**

**PROGRAM OUTLINE - HOURLY BREAKDOWN**

<b><u>PROGRAM ADMINISTRATION</u></b> .....	<b>2</b>
Orientation .....	
Introduction .....	
Course Objectives.....	
DPR Authority, Policies, and Armorer Geographic Coverage Areas.....	
Safety, Legal Aspects and Liabilities .....	
<b><u>SHIPPING WEAPONS, FORMS and RECORD KEEPING</u></b> .....	<b>3</b>
Shipping of Weapons - Policies.....	
Weapons Log Sheet .....	
DPR 153D Weapon Repair History .....	
CAMP Weapons Recordkeeping System and Yearly Inspection Reports.....	
<b><u>SMITH &amp; WESSON M&amp;P 40 PISTOL</u></b> .....	<b>10</b>
Pistol Disassembly/Reassembly .....	
Pistol Design, Safeties and Cycle of Operation (FCLFUEEC) .....	
Pistol Inspection Methods and Function Test Using the DPR 824A.....	
Pistol Troubleshooting, Diagnostics and Repairs .....	
Pistol Care and Maintenance .....	
<b><u>REMINGTON 870 SHOTGUN</u></b> .....	<b>10</b>
Shotgun Disassembly/Reassembly .....	
Shotgun Design, Safeties and Cycle of Operation (FCLFUEEC).....	
Shotgun Inspection Methods and Function Test Using the DPR 824B .....	
Shotgun Troubleshooting, Diagnostics and Repairs .....	
Shotgun Care and Maintenance.....	
<b><u>COLT AR-15</u></b> .....	<b>10</b>
AR-15 Disassembly/Reassembly .....	
AR-15 Design, Safeties and Cycle of Operation (FCLFUEEC).....	
AR-15 Inspection Methods and Function Test Using the DPR 824C .....	
AR-15 Troubleshooting, Diagnostics and Repairs .....	
AR-15 Care and Maintenance.....	
<b><u>PARTICIPANT INSPECTIONS - PRACTICAL APPLICATION</u></b> .....	<b>15</b>
Pistol Disassembly, Reassembly, Inspections and Practical Exercises .....	
Shotgun Disassembly, Reassembly, Inspections and Practical Exercises.....	
AR-15 Disassembly, Reassembly, Inspections and Practical Exercises.....	
Post-Inspection Pistol, Shotgun and AR-15 Test Firing .....	
<b><u>REVIEW, EXAMS AND SUMMARY</u></b> .....	<b>4</b>
Nomenclature Quizzes.....	
Firearm Type Specific Written Exams and Reviews .....	
Summary of Program.....	
<b>TOTAL HOURS</b> .....	<b>54</b>



## **FIREARMS INSPECTOR TRAINING** **PROGRAM OBJECTIVES**

### **ORIENTATION, COURSE OBJECTIVES AND PROGRAM REVIEW**

Purpose: The participant will understand the objectives of the program, the Department policy limits, and the legal responsibilities and liabilities of a Firearms Inspector.

Performance Objectives: By the close of the session the participant will

1. Be introduced to the program instructors and identify Armorers responsible for your District.
2. Review and understand the safety protocols of the classroom, course agenda and program objectives, including achieving a minimum score of 80% on all written exams and quizzes.
3. Review and understand the Firearms Inspector Program: duty statements, geographic coverage areas, Department policy limits and legal responsibilities/liabilities of DPR Firearms Inspectors.
4. Understand that the overall goal of the Armorer/Firearms Inspector Program is to ensure that State Park Peace Officers are carrying clean, reliable and safe firearms on duty at all times.

### **SHIPPING WEAPONS, FORMS, AND RECORDKEEPING**

Purpose: To know the methods, forms, and personnel responsible for shipping various weapons and keeping records of DPR firearms, inspections and repairs.

Performance Objectives: By the close of the session the participant will

1. Understand the proper procedures and documentation necessary for shipping various weapons to Department Armorers or manufacturer repair locations.
2. Use and understand the DPR 824A- M&P Pistol Inspection Checklist, DPR 824B- Remington Shotgun Inspection Checklist and DPR 824C- Colt Patrol Rifle Inspection Checklist.
3. Be introduced to and practice making entries in the Computerized Asset Management Program (CAMP) Weapons Recordkeeping System.
4. Understand the role of CAMP in maintaining a uniform statewide inventory of Department weapons, tracking annual inspections and repairs to those weapons, and producing a variety of annual and other reports.

## **PISTOL, SHOTGUN AND AR-15 DISASSEMBLY AND REASSEMBLY**

Purpose: To know and understand the correct procedures to disassemble and reassemble all three DPR firearms: the Smith & Wesson M&P Pistol, the Remington 870 Shotgun and the Colt AR-15 rifle.

Performance Objectives: By the close of the session the participant will

1. Study the weapon diagrams, parts lists and terminology for the three Department firearm types (prior to class) and be able to demonstrate during the class, correct use of nomenclature and understanding of terminology, including achieving a minimum score on all parts/nomenclature quizzes.
2. Perform, discuss and be able to effectively demonstrate the correct steps and necessary tools needed to disassemble and reassemble any of the three Department issue duty firearms to the satisfaction of the program instructors.

## **PISTOL, SHOTGUN AND AR-15: SAFETIES AND CYCLE OF OPERATION**

Purpose: To know and understand the cycle of operation of all three DPR firearms: the Smith & Wesson M&P Pistol, the Remington 870 Shotgun and the Colt AR-15 rifle. The goal of this knowledge is to help the Firearms Inspector better understand how each firearm operates in order to assist in identifying which function of the cycle of operation has been interrupted when troubleshooting a problem, so that the proper repair can be implemented and a safe reliable firearm returned to service in a timely manner.

Performance Objectives: By the close of the session the participant will

1. Know and understand the cycle of operation of the Smith & Wesson M&P Pistol, the Remington 870 shotgun and the Colt AR-15 rifle, to the satisfaction of the program instructors, including how critical safeties function in all three firearms.

## **PISTOL, SHOTGUN AND AR-15: INSPECTION METHODS AND FUNCTION TESTS**

Purpose: To know, understand and demonstrate the correct procedures to disassemble, inspect, reassemble and function test all three DPR firearms: the Smith & Wesson M&P Pistol, the Remington 870 Shotgun and the Colt AR-15 rifle. The goal of these inspections is to ensure that DPR Firearms Inspectors are able to correctly perform complete inspections, without assistance from a program instructor, utilizing the appropriate inspection checklists by the time they complete the course.

Performance Objectives: By the close of the session the participant will

1. Perform, discuss and understand, to the satisfaction of the program instructors, the use of the DPR 824A- Smith &Wesson M&P Pistol Inspection Checklist, DPR 824B- Remington 870 Shotgun Inspection Checklist, and the DPR 824C- Colt Patrol Rifle Inspection Checklist.

2. Perform, discuss, and demonstrate, to the satisfaction of the program instructors, the correct use of tools and methods necessary to perform complete internal inspections on all three of the Department issue firearms utilizing the techniques taught and demonstrated by the Department Armorer/Instructors, including new information and methods presented.
3. Perform, understand and demonstrate, to the satisfaction of the program instructors, the correct Function Test for each of the three Department firearms as a method of quickly testing all important functions or to aid in diagnosing a problem in a weapon without firing it.

### **PISTOL, SHOTGUN AND AR-15: TROUBLESHOOTING, DIAGNOSTICS, AND REPAIRS**

Purpose: To be able to correctly diagnose and identify malfunctions and their potential causes, in either the Smith & Wesson M&P Pistol, the Remington 870 shotgun or the Colt AR-15 rifle, and be able to instruct field staff on malfunction prevention in all of these firearms.

Performance Objectives: By the close of the session the participant will

1. Be able to list several common pistol malfunctions and identify which portion of the pistol cycle of operation has failed or been interrupted.
2. Be able to list several common 870 shotgun malfunctions and identify which portion of the shotgun cycle of operation has failed or been interrupted.
3. Be able to list several common AR-15 rifle malfunctions and identify which portion of the AR-15 cycle of operation has failed or been interrupted.
4. Be able to explain the importance and potential causes and corrections, within the Firearms Inspectors' capability, for each of the malfunctions listed.

### **PISTOL, SHOTGUN AND AR-15: CLEANING, LUBRICATION, AND MAINTENANCE**

Purpose: To know the proper equipment and authorized supplies as well as understanding the proper methods for cleaning, lubricating and maintaining the Smith and Wesson M&P Pistol, the Remington 870 shotgun, and Colt AR-15 Patrol Rifle.

Performance Objectives: By the close of the session the participant will

1. Be able to use the proper equipment, tools and techniques in order to properly and thoroughly clean, lubricate and maintain the Smith & Wesson M&P Pistol, the Remington 870 Shotgun, and the Colt AR-15 rifle.

## **FIREARMS INSPECTOR PRACTICAL PROBLEM SOLVING AND FIREARM TYPE SPECIFIC EXAMS**

**Purpose:** Be able to demonstrate sufficient knowledge of overall course material to the satisfaction of the program instructors. To be able to examine sample weapons and/or parts and identify internal problems of a poorly maintained or malfunctioning DPR firearm and take or recommend corrective action. Practice hands-on detection of malfunctions and demonstrate understanding of specific malfunction causes and how to correct or prevent those malfunctions. The goal of these exercises and exams is to ensure that the participant can function, with minimal oversight, as a DPR Firearms Inspector before he/she completes the course.

**Performance Objectives:** By the close of the session the participant will

1. Without instructor assistance, be able to demonstrate sufficient knowledge and understanding of weapon part names and necessary tools, to be able to correctly disassemble, reassemble and perform a complete DPR Function Test of any of the three Department issue firearms to the satisfaction of a program instructor.
2. Without instructor assistance, be able to perform complete inspections of DPR issued pistols, shotguns and rifles, using prescribed methods and tools and using the appropriate Inspection Checklist and proper terminology to record the problem(s) found during an inspection and the corrective measures taken to correct the problem(s) to the satisfaction of the program instructors.
3. Without instructor assistance, be able to manually inspect sample weapons (pistol, shotgun and rifle) with various typical problems, malfunctions or symptoms, and be able to effectively demonstrate to the satisfaction of a program instructor, the ability to analyze and diagnose the cause of the problem(s) and recommend the appropriate course of action to correct the problem(s).
4. Achieve a minimum score of 80% on all three Firearm Type Specific Written Exams.
5. Be able to successfully test fire, with no malfunctions, a pistol, shotgun and/or rifle after completing inspections on each, as a final check that the firearm is functioning within Smith & Wesson, Remington, Colt and DPR specifications.

## **FIREARMS INSPECTOR TRAINING PROGRAM – 54 Hours**

### **EXPANDED COURSE OUTLINE**

- I. PROGRAM ADMINISTRATION
  - A. Orientation - Course Registration
  - B. Introduction of Armorer/Instructors
  - C. Course Objectives
  
- II. DPR ARMORER/FIREARMS INSPECTOR PROGRAM
  - A. Overview
    - 1. Department Operations Manual (DOM) references.
    - 2. Goal: To maintain all DPR firearms at the highest level of reliability/serviceability.
    - 3. Accomplished by a coordinated system of preventive maintenance techniques, annual inspections, function tests, test firing and when necessary, repairs.
    - 4. Coordinated by factory-trained DPR authorized Armorers.
    - 5. Firearms Inspectors - DPR policy limits level of repair: perform annual inspections, test fires and replace authorized (non-fitted) parts - not authorized to “move” metal (no grinding, filing, stoning or polishing is allowed). Most repairs go to Armorers.
    - 6. DPR Armorers - also perform annual inspections, test fires and perform factory - authorized repairs, including installing fitted parts.
  - B. Geographic areas of responsibility (District coverage breakdown)
    - 1. Firearms Inspectors - responsible for weapon maintenance/repair in sector/district.
    - 2. Armorers - coordinate weapon maintenance/repair for several districts.
  - C. Legal Aspects and Liabilities:
    - 1. Law enforcement firearms are used to protect or possibly to take a life, therefore reliability and performance of the firearm are critical.
    - 2. Liability potential is high - stay within the scope of your training and program guidelines.
  
- III. PARTS, TOOLS, SUPPLIES and SAFETY
  - A. Distribute parts, tools and supplies to students
  - B. Classroom Safety Rules
    - 1. No loaded weapons of any kind or live ammunition in the classroom.
    - 2. Only weapons checked by an instructor are allowed in the classroom.
    - 3. Assembled weapons will be “benched” with the bolt or slide locked open and the ejection port facing up and visible.
    - 4. Dry firing and function tests will only be done at the direction of an instructor.
  
- IV. SHIPPING WEAPONS, FORMS and RECORDKEEPING
  - A. Discuss importance and responsibilities for recordkeeping at various levels.
  - B. Discuss general weapon shipping policies
    - 1. Ship in 2 separate packages - 1 for frame/receiver and mags., and 1 for slide/barrel.
    - 2. Appropriately filled-out Repair Tag including Inspection Checklist and DPR 153D.
    - 3. Description of items to be shipped – Gun Parts. Insure each box for \$400+.
  - C. Different policy for shipping items to Smith & Wesson for warranty repairs:
    - 1. Coordinate with your Armorer, contact S&W for return shipping instructions, 1 package.

## **EXPANDED COURSE OUTLINE (Continued – Page 2)**

- D. Discuss recordkeeping responsibilities and forms used by DPR Firearms Inspectors and Armorer:
    - 1. Weapons Log Sheet; Inspection Checklists - DPR 824A, B and C; DPR 153D - Weapon Repair History and Annual DPR Weapon Inventory/Inspection Report.
    - 2. Other Forms: DPR 153A, B and C; Second Weapons - DPR 755 and DPR 845; Inspection/Repair Tag and purchase documents for obtaining parts and tools.
  - E. Discuss the CAMP Weapons Recordkeeping System and its role in providing a uniform statewide inventory of all DPR firearms, tracking of inspections and repairs to those firearms and the ability to produce Annual Inspection Reports for any level as well as a variety of other reports.
  - F. Have students practice: logging into the CAMP System, making entries and producing various reports.
- V. SMITH & WESSON M&P 40 – NOMENCLATURE, DISASSEMBLY and REASSEMBLY
- A. Discuss Smith & Wesson M&P 40 nomenclature, functions and pistol major assemblies.
  - B. Armorer demonstration and discussion of field-strip to major components and then complete disassembly/reassembly of the M&P 40 pistol - problem areas and “tips”.
  - C. Supervised student application and practice of disassembly/reassembly methods.
- VI. PISTOL SAFETIES, LEVERS and CYCLE of OPERATION (FCLFUEEC)
- A. Discuss function and operation of the various parts and how they relate to the particular safety features found in the Smith & Wesson M&P pistol.
  - B. Discuss the cycle of operation of the Smith & Wesson M&P striker-fired pistol.
    - 1. Review diagrams from the Firearms Inspector Handbook.
    - 2. Demonstrate various parts of the cycle of operation using an M&P demo pistol
- VII. SMITH & WESSON M&P 40 INSPECTION METHODS and FUNCTION TEST
- A. Discuss and demonstrate the inspection methods, techniques, rationale and proper use of tools for disassembling, inspecting, re-assembling, function testing and test firing the M&P 40 pistol, utilizing the DPR 824A - Smith & Wesson M&P 40 Pistol Inspection Checklist form.
  - B. Supervised student application of pistol inspection methods, using the DPR 824A.
  - C. Demonstration and student practice of post-inspection DPR Pistol Function Test.
- VIII. PISTOL TROUBLESHOOTING, DIAGNOSTICS, REPAIRS and PRACTICAL EXERCISES
- A. Discuss potential pistol malfunctions or problems that may occur - identifying causes.
  - B. Discuss difficulties encountered in troubleshooting specific problems:
    - 1. Accurate description of the malfunction/symptoms and replicating the problem.
    - 2. Diagnose which cycle of operation function is failing - feed, fire, extract, etc.
    - 3. Try to isolate the condition by removing one variable (i.e. parts) at a time.
  - C. Methods and repairs to prevent or eliminate specific pistol malfunctions.
  - D. Practical Exercises- student application of M&P Pistol diagnostics and problem solving.

## **EXPANDED COURSE OUTLINE (Continued – Page 3)**

- IX. SMITH & WESSON M&P 40 - CARE and MAINTENANCE
  - A. Discuss DPR pistol cleaning, lubrication and maintenance methods.
    - 1. General concepts of cleaning and lubrication used in DPR Firearms Maintenance.
    - 2. DPR materials - Bore Snake, BreakFree CLP and BreakFree Citrus Cleaner.
    - 3. Demonstrate and discuss proper procedures, techniques and rationale for cleaning, lubrication and maintenance of the Smith & Wesson M&P pistol.
    - 4. Supervised student application - proper cleaning and lubrication of the M&P pistol.
    - 5. Preventive maintenance and storage policies.
- X. REMINGTON 870 SHOTGUN – NOMENCLATURE, DISASSEMBLY and REASSEMBLY
  - A. Discuss Remington 870 nomenclature, functions and shotgun major assemblies.
  - B. Armorer demonstration/discussion of field-strip to major components, then complete disassembly/reassembly of the Remington 870 shotgun - problem areas and “tips”.
  - C. Supervised student application and practice of disassembly/reassembly methods.
- XI. SHOTGUN SAFETIES and CYCLE of OPERATION (FCLFUEEC)
  - A. Discuss function and operation of the various parts and how they relate to the particular safety features found in the Remington pump-action shotgun.
  - B. Discuss the cycle of operation of the Remington pump-action shotgun.
    - 1. Review diagrams from the Firearms Inspector Handbook.
    - 2. Demonstrate various parts of the cycle of operation using “cut-away” shotgun.
- XII. REMINGTON SHOTGUN INSPECTION METHODS and FUNCTION TEST
  - A. Discuss and demonstrate the inspection methods, techniques, rationale and proper use of tools for disassembling, inspecting, re-assembling, function testing and test firing the 870 shotgun, utilizing the DPR 824B - Remington 870 Shotgun Inspection Checklist form.
  - B. Supervised student application of shotgun inspection methods, using the DPR 824B.
  - C. Demonstration and student practice of post-inspection DPR Shotgun Function Test.
- XIII. SHOTGUN TROUBLESHOOTING, DIAGNOSTICS, REPAIRS and PRACTICAL EXERCISES
  - A. Discuss potential shotgun malfunctions or problems that may occur - identifying causes.
  - B. Discuss difficulties encountered in troubleshooting specific problems:
    - 1. Accurate description of the malfunction/symptoms and replicating the problem.
    - 2. Diagnose which cycle of operation function is failing - feed, fire, extract, etc.
    - 3. Try to isolate the condition by removing one variable (i.e. parts) at a time.
  - C. Methods and repairs to prevent or eliminate specific shotgun malfunctions.
  - D. Practical Exercises - student application of shotgun diagnostics and problem solving.
- XIV. REMINGTON 870 SHOTGUN - CARE and MAINTENANCE
  - A. Review DPR shotgun cleaning, lubrication and maintenance methods.
    - 1. General concepts of cleaning and lubrication used in DPR Firearms Maintenance.
    - 2. DPR materials - Bore Snake, BreakFree CLP and BreakFree Citrus Cleaner.
    - 3. Demonstrate and discuss proper procedures, techniques and rationale for cleaning, lubrication and maintenance of the Remington shotgun.
    - 4. Supervised student application - proper cleaning and lubrication of the shotgun.
    - 5. Preventive maintenance and storage policies.

## **EXPANDED COURSE OUTLINE (Continued – Page 4)**

- XV. COLT AR-15 – NOMENCLATURE, DISASSEMBLY and REASSEMBLY
  - A. Discuss Colt AR-15 nomenclature, functions and rifle major assemblies.
  - B. Armorer demonstration/discussion of field-strip to major components, then complete disassembly/reassembly of the Colt AR-15 patrol rifle - problem areas and “tips”.
  - C. Supervised student application and practice of disassembly/reassembly methods.
  
- XVI. AR-15 SAFETIES and CYCLE of OPERATION (FCLFUEEC)
  - A. Discuss function and operation of the various parts and how they relate to the particular safety features found in the Colt AR-15 rifle.
  - B. Discuss the cycle of operation of the Colt AR-15 rifle.
    - 1. Review diagrams from the Firearms Inspector Handbook.
    - 2. Demonstrate various parts of the cycle of operation using the “cut-away” AR-15.
  
- XVII. COLT AR-15 INSPECTION METHODS and FUNCTION TEST
  - A. Discuss and demonstrate the inspection methods, techniques, rationale and proper use of tools for disassembling, inspecting, re-assembling, function testing and test firing the AR-15 rifle, utilizing the DPR 824C - Colt AR-15 Patrol Rifle Inspection Checklist form.
  - B. Supervised student application of AR-15 inspection methods, using the DPR 824C.
  - C. Demonstration and student practice of post-inspection DPR AR-15 Function Test.
  
- XVIII. AR-15 TROUBLESHOOTING, DIAGNOSTICS, REPAIRS and PRACTICAL EXERCISES
  - A. Discuss potential AR-15 malfunctions or problems that may occur - identifying causes.
  - B. Discuss difficulties encountered in troubleshooting specific problems:
    - 1. Accurate description of the malfunction/symptoms and replicating the problem.
    - 2. Diagnose which cycle of operation function is failing - feed, fire, extract, etc.
    - 3. Try to isolate the condition by removing one variable (i.e. parts) at a time.
  - C. Methods and repairs to prevent or eliminate specific AR-15 malfunctions.
  - D. Practical Exercises- student application of AR-15 diagnostics and problem solving.
  
- XIX. COLT AR-15 - CARE and MAINTENANCE
  - A. Discuss DPR AR-15 cleaning, lubrication and maintenance methods.
    - 1. General concepts of cleaning and lubrication used in DPR Firearms Maintenance.
    - 2. DPR materials- Bore Snake, BreakFree CLP and BreakFree Citrus Cleaner.
    - 3. Demonstrate and discuss proper procedures, techniques and rationale for cleaning, lubrication and maintenance of the Colt AR-15 rifle.
    - 4. Supervised student application- proper cleaning and lubrication of the AR-15.
    - 5. Preventive maintenance and storage policies.
  
- XX. REVIEW, COMMENTS and QUESTIONS
  
- XXI. FIREARM TYPE SPECIFIC WRITTEN EXAMS
  
- XXII. M&P 40 PISTOL, 870 SHOTGUN and AR-15 RIFLE PRACTICAL EXAMS
  
- XXIII. TEST FIRE ALL WEAPONS and WEAPON CLEANING
  
- XXIV. POST-TRAINING ASSIGNMENTS, SUMMARY and CLOSURE



location map for  
**WILLIAM PENN MOTT JR. TRAINING CENTER**  
**837 ASILOMAR BLVD.**  
**PACIFIC GROVE, CALIFORNIA 93950**

