

# Training Protocol for Safety Checking Firearms

## Firearm safety rules

- **Always** treat a firearm as if it's loaded
- **Always** point the muzzle in a safe direction
- **Always** keep your finger away from the trigger

## Introduction to various types of firearms and how to check the loaded/unloaded condition

- Revolvers
- Semiautomatic pistols
  - Magazines
- Derringers
- Shotguns
  - Single Shot & double- barrel
  - Pump action
  - Semiautomatic
  - Bolt-action
- Rifles
  - Bolt-action
  - Semiautomatic

## Hands on manipulation of various types of firearms

Trainees will be encouraged to handle various types of firearms from the reference collection and check the loaded/unloaded condition of each type

## What to do if you find a firearm to be loaded

- Place the firearm in a safe place
- Contact your section supervisor
- Contact the Firearm section supervisor or his designee
- Document the condition of the firearm as submitted

## What to do if you encounter a problem with checking a firearm

- Place the firearm in a safe place
- Contact a firearm examiner

**Written exam** – regarding safety rules and policies from the Quality Manual

**Practical Exam** – Demonstrate the procedure for a safety check of the most common types they will encounter

- Semiautomatic pistol
- Revolver
- Semiautomatic rifle
- Shotgun

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## REVISION HISTORY


Issue Date	History
4/26/12	Original Issue
6/2/16	Made some grammatical changes; removed some unnecessary wording; specified contact person if a gun is found to be loaded; changed Safety manual to Quality manual

Approval  
Director

  
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Date: 6/2/16

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