



**Commonwealth of Massachusetts
Municipal Police Training Committee**
“Training for Today, Planning for the Future”

Policy: FIREARMS INSTRUCTOR PROGRAM	Policy No.: 3:01
Effective Date: October 7, 2020 Version 1	Issuing Authority: Chief Robert J. Ferullo (ret.), Interim Executive Director Sergeant Jason Brennan, Statewide Firearms Coordinator

2020 Firearm Instructor Recertification:

Beginning in 2020 every MPTC firearms instructor will recertify biannually (every two years). The classes will be held at ranges located across the Commonwealth to accommodate every officer in all parts of The state. The firearms instructor recertification for 2020 will be held in October and November. All classes will be posted in ACADIS. The day will be 8:00am – 4pm. Bring your own lunch. You must register through ACADIS to attend a class. Training materials will be provided prior to the range training date.

- **October**—Firearms Instructors only.
- **November**- Instructor Trainers and Academy Leads.

Recertification Range Outline:

- Roster check
 - Morning introductions
 - Qualification with selected system you want to be certified in
 - PLEASE BE ADVISED IF YOU DO NOT PASS THE QUALIFICATION YOU WILL BE ASKED YOU ATTEND ANOTHER TRAINING DATE.
 - Instructor development modules
 - Q&A
 - Feedback Forms
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Instructor Levels and Classifications

The existing leveling system has been modified to include firearms instructors, lead instructors and instructor trainers.

Firearms Instructor: This level will represent the majority of firearms instructors. A firearms instructor is able to perform the following duties:

- Department Qualifications (no geographic or department limits)
- Qualify officers with any weapons system(s) that the instructor is certified to teach
- Assist at any MPTC operated or authorized academy (If prerequisites are met)

Prerequisites include:

- certified as a MPTC Firearms Instructor
- invited by an Academy Director, Firearms Lead Instructor or designee
- three years as a firearms instructor with your department
- approval from chief or designee
- successfully completed (including qualification) the two-day MPTC *Range Instructor Development Program*
- certification in Handgun and Rifle

Lead Instructor: The lead instructor will serve as the primary instructor at any MPTC operated or authorized academy. The Lead Instructor at an academy can develop their team using Firearm Instructors that meet the prerequisites.

A firearms lead instructor is able to perform the following duties:

- Department Qualifications (no geographic or department limits)
- Qualify officers with any weapons system(s) that the instructor is certified to teach
- Lead at any MPTC operated or authorized academy (If prerequisites are met)

Prerequisites include:

- certified as a MPTC Firearms Instructor
- invited by an Academy Director, Firearms Lead Instructor or designee
- five years as a firearms instructor with your department
- approval from chief or designee
- successfully completed (including qualification) the two-day MPTC *Range Instructor Development Program*
- Certification in Handgun and Rifle

- Lead at any MPTC authorized reserve academy

Instructor Trainer: The firearms instructor trainer will be a limited group of instructors selected by the MPTC. A firearms instructor trainer is able to perform the following duties:

- Department Qualifications (no geographic or department limits)
- Qualify officers with any weapons system(s) that the instructor is certified to teach
- Lead at any MPTC operated or authorized academy (If prerequisites are met)

Prerequisites include:

- certified as a MPTC Firearms Instructor
- invited by an Academy Director, Firearms Lead Instructor or designee
- three years as a firearms instructor with your department
- approval from chief or designee
- Successfully completed (including qualification) the two-day MPTC *Range Instructor Development Program*
- Certification in Handgun and Rifle
- Lead at any MPTC authorized reserve academy
- Certify new instructors at an MPTC approved program

New Instructor Program: All new firearms instructors are required to attend this program. The New Instructor Program mandatory modules include:

- A two-day *Range Instructor Development Program*; and
- A five-day *Handgun Instructor Development Program*; and
- Qualification in both Instructor Development Programs

Optional Modules include:

- A Three-day *Rifle Instructor Development Program*
- A two-day *Shotgun Instructor Development Program*
- A one-day *Revolver Instructor Development Program*
- Qualification in each Instructor Development Program you attend

Certification Waiver: The MPTC will accept outside certifications based on a review of the material provided by the applicant to the MPTC Firearms Committee. The following materials must be submitted to the MPTC Firearms Committee for review and approval:

- Formal letter requesting acceptance
- Location and lesson plan of material covered
- Certificate of completion
- More information may be requested pending approval

Within 60 days, the MPTC Firearms Committee will approve or deny the outside certification in writing. If the MPTC Firearms Committee denies the application, specifics as to the reasons for the denial and if applicable, any additional steps that need to be taken to achieve certification. If approved, ALL instructors certified outside of the MPTC protocols must attend the MPTC two-day *Range Instructor Development Program* within **ONE** year of the date the initial waiver was granted.