

## **3-01/050.70 - Failure to Qualify - Remedial Training**

The Training Bureau shall, within 20 workdays after the previous quarter notify the Division Chief or Director of their assigned personnel who were unable to qualify.

Personnel, who were unable to achieve a score of at least 70 with their on-duty weapon, shall be contacted by their Division headquarters to determine the reason for that failure.

Personnel who were unable to qualify with their on-duty weapon shall complete mandatory remedial firearms training within 30 calendar days after notification. Department announcements shall indicate the days/times when remedial training will be conducted at the ranges.

Personnel, achieving a qualifying score within the remediation period, will satisfy the qualification requirements of the previous period, not the current qualification period. Personnel, who fail to qualify within the remedial training period, shall be temporarily assigned to the Training Bureau for five working days of intensive firearms training. This intensive firearms training shall be completed within 30 calendar days after notification of failing remedial training. Personnel who still fail to shoot a qualifying score by the conclusion of intensive training shall be placed on improvement needed status and restricted from work assignments where use of firearms might be required.

The improvement needed evaluation shall be written by the employee's regular Unit of assignment with documentation and a plan for improvement provided by the Training Bureau.

Personnel, who fail to achieve a qualifying score on the combat handgun/shotgun courses at the Pitchess Detention Center Range, shall complete mandatory remedial handgun/ shotgun training on the earliest available training day after notification from the Training Bureau. If personnel fail the combat handgun/shotgun remediation training, Training Bureau shall prepare a written recommendation and a plan for improvement for the employee. This documentation will be evaluated by the Division Chief or Director.

Unit Commanders shall personally ensure employees receive remediation.

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