

Peace Officer Standards and Training Board
SIDEARM QUALIFICATION/WAIVER FORM
PFN 10a and PFN 10b

Instructions

The Sidearm Qualification/Waiver form is to be used by certified weapons or sidearm qualification instructors whenever conducting a certified shooting course for peace officers. Specific instructions for completing this form are as follows:

NAME OF CERTIFIED SHOOTING COURSE

Print the name of the shooting course used. Please ensure that the name of the course is the same name as approved by the POST Board. This name can be found on the letter from the Board approving the course.

Examples: BPD-10, GFPD 1, P&P 4

LOCATION OF TRAINING

Print the name and/or location of the range facility that the course was conducted at.

Examples: Penitentiary Range, Bismarck; Devils Lake PD Range, Dickinson Indoor Range

INSTRUCTOR NAME & NUMBER

The POST certified weapons or sidearm qualification instructor's name and instructor number should be printed in this section.

TELEPHONE NUMBER

The certified weapons or sidearm qualification instructor should place the phone number to be contacted at in this area. This number will be used to contact the instructor if there are any questions on the information provided on the form.

OFFICER NAME

The name(s) of the peace officers shooting on the certified course should be printed in this area. It is preferred that the names be printed last name first, first name, then the middle initial.

PEACE OFFICER LICENSE #

The peace officer license number for each officer should be placed in this area. If the officers do not know their license numbers, they are printed on their license cards. If the license number can not be determined, the social security number of the officer must then be used.

AGENCY

The name of the parent agency for the peace officers shooting the course should be printed in this area.

WEAPON MODEL

PISTOL

The model name/number of the pistol being used to shoot the course should be printed in this area. Examples: Glock 23C, S&W 4506, Beretta 96

REVOLVER

The model name/number of the revolver being used to shoot the course should be printed in this area. Examples: S&W 686, Colt Python

BARREL LENGTH

If the weapon used to shoot the course is a revolver, the length of the barrel in inches should be printed in this area. There is no need to list the length of the barrel for a pistol.

CAL.

The caliber of the ammunition being fired from the weapon should be listed in this area.

QUALIFY DATE

The actual date that the officers fired the shooting course should be listed in this area. It is permissible to include multiple officers on the same form even if they fired the course on different days.

SCORED 70% OR MORE

The certified weapons or sidearm qualification instructor should print the word "Yes" in this area if the officer attained a score of 70% or more on the course of fire. The instructor should place the word "No" if the officer failed to attain a score of at least 70%.

RECOMMEND CERTIFICATION

The certified weapons or sidearm qualification instructor should print the word "Yes" in this area if it is the instructor's opinion that the officer demonstrated proper weapons handling and safety to receive sidearm qualification from the POST Board. The instructor should place the word "No" if it is the instructor's opinion that the officer should not receive sidearm qualification from the POST Board.

Note: Certified weapons or sidearm qualification instructors should submit this form including the names of any officers who either do not shoot at least a 70% or that they are not recommending sidearm qualification by the Board.

SIGNATURE OF CERTIFIED WEAPONS INSTRUCTOR

The certified weapons or sidearm qualification instructor should place their signature on this line.

DATE

The certified weapons or sidearm qualification instructor should place the date that the form is completed on this line.

Note: A copy of this completed form should be retained for the instructor's or agency's records. The original form must be sent to the POST Board no later than 15 days from the date recorded in the "Qualify Date" section of this form.

SIDEARM QUALIFICATION WAIVER REQUEST

The back side or second page of the form may be used to request the POST Board to waive the sidearm qualification requirements for an officer who will not be carrying or using a firearm in the course of official duties. The name(s) and license number(s) of the officers may be listed here.

The department administrator must sign and date the waiver request. The name of the agency should be printed on the appropriate line.

Note: If an officer is granted a waiver from the sidearm qualification requirements, the officer may not carry a sidearm until once again meeting the qualification requirements. The waiver, if granted, is only good for the calendar year of the request. A new request for a waiver must be completed each calendar year if necessary. If an officer has not met the qualification requirements for more than a two year period, the written sidearm test will be needed in order to carry a sidearm again.



Peace Officer Standards and Training Board
SIDEARM QUALIFICATION WAIVER REQUEST FORM
PFN 10b

We request the POST Board to grant a waiver of the sidearm qualification requirements for the current year to the following peace officers employed by this agency. These officers are not authorized to carry and will not use a firearm in the course of their official duties until such time as they qualify.

Officer Name	Peace Officer License #
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____

Signature of Department Administrator

Date

Agency Name