



SHOTGUNS

Enforcement Division
Policy Number: LE 4.03.03

Effective Date: 2/1/08

POLICY

The Texas Alcoholic Beverage Commission (TABC) will issue a shotgun to a certified peace officer (CPO) when necessary, unless the CPO chooses to carry an authorized personally owned shotgun.

PROCEDURES

a. Authorized Shotguns.

1. The TABC will only authorize the use of shotguns designed for law enforcement operations.
2. Authorization of a shotgun other than the agency-issued shotgun requires:
 - the approval of both **the firearms instructor and supervisor** and
 - the completion of a *Personally Owned Weapon Report*.
3. Authorized shotguns will:
 - have an 18" to 24" barrel with a standard law enforcement finish;
 - be used with 12 gauge, 2 3/4", factory-loaded ammunition;
 - have the plug removed from the magazine; and
 - be carried with the trigger pulled and the safety off.

b. Transporting the Shotgun.

1. A CPO will carry a shotgun with a full magazine, with the chamber empty, and with the trigger pulled and the safety off.
2. When on-duty, a CPO will carry a shotgun in the trunk of his or her vehicle or in a secure device, approved by the captain, mounted in the passenger compartment of the agency vehicle.
3. A CPO must secure the shotgun out of view when the CPO is off-duty or leaves the vehicle for an extended period of time. Leaving the vehicle for routine inspections, meal periods, or other similar activities will not constitute leaving the vehicle for an extended period of time.

- c. **Deploying the Shotgun.** A CPO who deploys a shotgun will notify his or her supervisor as soon as possible and will complete a *Use of Force Report*. See *Use of Firearm*, §4.03.00 of this manual for additional reporting requirements.

FORMS

*Personally Owned Weapons Report
Use of Force Report, Form 4-410*
