



Instructions for HR 218 Qualification by RPD Retirees

- 1) Sign and notarize the H.R. 218 Waiver and Release Form, RPD form 1445.
- 2) Deliver the notarized waiver to the Public Safety Building Headquarters Desk, 185 Exchange Blvd, Rochester, NY 14614-2184, in care of the Firearm Training Unit (FTU). The waiver must be received a minimum of **30** days before qualification course.
- 3) Prior to receiving a qualification card, arrangements must be made for a digital photograph. Photographs will be taken at the PSB, Room 147 (next to the Headquarters Desk), between 0830 and 1600 hrs, Monday through Friday.
- 4) Prior to the scheduled qualification date, you **must** contact FTU at 753-3747 to schedule your attendance for qualification. Reservations will be on a first call, first serve basis.
 - i) Each session has 3.5 hours allotted for this purpose.
 - ii) Morning and afternoon sessions will be scheduled.
 - iii) Relays will be limited to 10 shooters per relay; 2 relays per session (approximate numbers).
 - iv) If more retirees sign up for a date than there are slots available, a waiting list will be created. The FTU may schedule another date depending on range availability.
 - v) Please call FTU to cancel if your plans change so others may be included.
- 5) On the day of qualification, you must bring with you the following equipment:
 - a) The handgun you would like to qualify with. There will be a limit of two handguns per person. Each handgun must be inspected by a Range Officer.
 - i) A relay reservation is required for each handgun you intend to qualify with.
 - b) A valid New York State pistol permit listing each handgun.
 - c) A holster in good repair and of a safe design and construction. The holster must be approved by Range Officer at the time of qualification.
 - i) The holster must completely cover the trigger guard but not the magazine release. Magazine release must be accessible while pistol is holstered.
 - ii) No portion of the holster body should interfere in any way with the un-holstering or re-holstering process from a seated or standing position.
 - iii) All holsters must be worn on the strong side waist and fastened to a belt:
 - (1) In-the-waist band with a reinforced opening to allow for ease of re-holstering, or
 - (2) Pancake holster design.
 - d) Ammunition; all ammunition must be inspected and approved at the time of qualification by a Range Officer:
 - i) 25 rounds of practice ammunition.
 - ii) 50 rounds of ammo for the qualification course.
 - iii) Additional 50 rounds, if needed, for a second attempt at qualification course.





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- e) Baseball cap
- 6) Hearing protection, eye protection and the targets will be provided by the Rochester Police Department.

Course of fire

- 1) For handguns with a 3” barrel or less the distances will be: 15 yards, 5 yards and 3 yards.
 - a) Qualification will be with RPD .38 caliber revolver course of fire.
- 2) For handguns with a barrel length greater than 3” the distances will be: 25, 15, 7 and 3 yards.
 - a) Qualification will be with the DCJS “Firearm Instructor” qualifier course of fire.

