



Professional Licensing Training Guideline & Range Agenda
Firearms-Handgun Certification – 40 Hour & Initial Qualification

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100 rounds minimum (50 Daylight, 50 Diminished light)

Training Section IV & V - # of live rounds recommendation	Qualification Section VI - # of live rounds MANDATORY
1000	50 – Daylight / 50 – Diminished light



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SECTION I: Professional Licensing Firearms Certification General Provisions

Professional Licensing Firearms/Handgun Certification Rules, Regulations and Law

This document will provide guidelines to all Firearms Instructors certified by Delaware State Police Professional Licensing. This Guide will provide initial firearms instruction in accordance with the requirements in the respective rules, regulations and law for an individual licensed as any of the following:

- 24 Del.C. Ch. 13 - Armed Security Guards
- 24 Del.C. Ch. 13 - Armored Car Guard
- 24 Del.C. Ch. 55 - Bail Enforcement Agents
- 24 Del.C. Ch. 56 - Commissioned Constables

Professional Licensing Firearms instructors will instruct perspective and renewing commissioned constables or licensees to review the specific rules, regulations and law related to firearms within their respective industry.

Professional Licensing Firearms/Handgun Training Duration and Curriculum

Training provided by an approved Professional Licensing Firearms Instructor to any Constable, Guard (Security or Armored Car) or Bail Enforcement Agent includes classroom lectures on firearms safety, nomenclature, care of weapons, law enforcement combat tactics and marksmanship. Upon Professional Licensing and Board of Examiner approval a “Constable” shall be recognized as a Delaware Commissioned Constable, a “Guard” will be recognized as a licensee.

Range instruction emphasizes the practical application of law enforcement style weapons related to actual conditions. The Professional Licensing Certified Firearms Instructor will attest to the qualifications of the perspective commissioned constable or licensee who must qualify with one designated weapon. On each qualification date the perspective commissioned constable or licensee must attain an average of 80% of the possible score while demonstrating safe weapons handling techniques.

Depending on the number of persons being trained, and considering the amount of experience, or lack of experience the training population has with firearms, the training period will vary in time but will consist of a minimum of 40 hours and require each commissioned constable or licensee to utilize 1000 rounds, live fire minimum. Rounds utilized in training should be distinguished from rounds fired for a Qualification which is a separate process and a minimum of 100 live rounds.



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Professional Licensing Firearms/Handgun Training Non-Qualification

A perspective commissioned constable or licensee not meeting the minimum qualifications set forth in Firearms Regulation subsection associated with their industry will not be issued a firearms license from Professional Licensing. A current commissioned constable or licensee will have their firearms license suspended until such time that they meet the minimum three qualifying shoots within the calendar year.

Should perspective or current commissioned constable or licensee fail to qualify, that person would be permitted to reattempt and successfully complete training and certifications at the discretion of the Professional Licensing Firearms Instructor and the employing agency.

Professional Licensing Firearms/Handgun Annual Re-Certification

All firearms licenses are valid for a period of one year, subject to proof of compliance which consists of a minimum of three (3) re-qualification shoots per calendar year, scheduled on at least 2 separate days, with at least 60 days between scheduled shoots are required. Of these 3, there will be 1 mandatory "low light" shoot. The "low light" shoot may be conducted on the same day as 1 daylight shoot. by submission of shoot certification or re-certification forms to the Professional Licensing Section, within 30 days of the date of the qualification shoot.

The recertification must be conducted by an approved Professional Licensing Firearms Instructor. Professional Licensing Firearms Instructors are not permitted to recertify themselves.

Professional Licensing Firearms/Handgun Certification form submission

Effective, January 15, 2026, Firearms/Handgun Certification forms for all qualified commissioned constables or licensees must be submitted directly by the certified Professional Licensing Firearms Instructor to Delaware State Police Professional Licensing Section within thirty (30) days of the qualification. Individual constables and licenses will not be permitted to submit certification forms, as they will not be accepted by Professional Licensing.

Firearms/Handgun Certification forms must clean, neat, legible. The form will be rejected for cross-outs, white-outs, errors or defects. The forms must be acknowledged by the instructor and the constable or licensee.



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SECTION II -Basic Firearms & Range Safety

Basic Firearms Safety

4 firearms safety rules – for everyday carry of a firearm NOT just the range

- Treat all guns as if they are loaded

Administrative Safety Points

- Dropped or fumbled weapons should be allowed to fall to the ground
- Maintain your safety if brass goes down your shirt or pants!
- When you are not on the firing line **DO NOT TOUCH** your firearm! **PERIOD!**
- Stay on the line until told different
- Any person on the range is a safety officer and can call “**CEASE FIRE**” at any time
- If anyone yells “**CEASE FIRE**” all students **FREEZE** and take you finger off the trigger and wait for instruction.
- **FREEZE MEANS DO NOT MOVE AT ALL!!!!!!**
- You **WILL** be asked to leave if you act unsafe with a firearm!

Medical briefing

- Who is primary and secondary EMS
- Truck staging
- GPS

Firearms Handling Procedures

Carrying Firearm

- Firearms must be always holstered when not in use. Constables will carry weapons in a manner that ensures they are both accessible for quick response and safely secured.
- Firearms must never be left unattended in any public or unsecured area and will remain on the constable and securely holstered.

Drawing and Using a Firearm

- Firearms should only be drawn when the constable reasonably believes there is an immediate threat of serious physical injury or death to themselves or others and all other means have been exhausted or impractical to stop the threat.
- If a firearm is drawn, it should be used with restraint and in accordance with their law enforcement agencies' use of force protocols.

Incident Reporting

- Any firearm discharge, whether intentional or unintentional, must be immediately reported to the appropriate authorities.



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Firearms, Inspection, Maintenance and Storage

Maintenance procedures safety check: Before performing an inspection, maintenance, or cleaning of a firearm, follow the below sequential procedures:

1. Remove the magazine from the firearm while it's secured in the holster.
2. Remove the firearm from the holster with your finger off the trigger while pointing it in a safe direction.
3. While pointing the firearm in a safe direction, lock the slide to the rear, ejecting the cartridge.
4. Visually and physically inspect the firearm's chamber to ensure it is clear and safe.
5. Remove all ammunition from the area before inspecting and performing maintenance on the firearm.
6. Once inspection and maintenance have been performed, reload the firearm while keeping your finger outside the trigger guard and pointing in a safe direction. Then, holster the firearm.

Maintenance: Firearms and related equipment maintenance should be performed before reporting to duty.

Secure Storage: When not in use, all firearms must be securely stored in a locked, designated area. Access to this storage area will be restricted to authorized personnel only.

Authorized Access: Firearms will only be accessible to the constables who are properly trained and authorized to carry them. Unauthorized access is strictly prohibited.

Monitoring: Firearms will be regularly inspected for proper maintenance and function.



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SECTION III: Basic Firearms “Dry Work”

1. Safety check

- In a line, have everyone draw into workspace
- Have student rack the slides 3 times
- Have student lock the slide
- Walk through a proper clearing with student

2. Establishing grip and stance

- Have the student work this at same time of holster draws

3. Sight picture

- Have the student check to make sure they are seeing their sights

4. Loading/Unloading – 1 magazine with 10 dummy rounds

- Demonstrate how to load and unload – proper safety check
- Walk student through the loading process with dummy rounds
- Walk student through unloading
- Have the student repeat until you (the instructor) is comfortable with the students' progress
- Pick up and reload dummy rounds
- Have student load and unload on their own 5 times

5. Dry fire – no magazine

- Have student complete the draw on command establishing a good grip, stance and sight alignment
- Walk student through a trigger press step by step
- Have student rack the slide
- Repeat 15 – 20 times

6. Holster draws – stages of the draw

- Work through each stage 1 at a time
- Walk student through all 3 stages of the draw
 1. Firm and final grip – defeat the safety mechanisms – support hand to the chest
 2. Draw the pistol up level and high in the thoracic – support hand index finger under trigger guard
 3. Pull pistol out and establish thumbs forward grip
- Have student complete the draw on command establishing a good grip, stance and sight alignment
- Discovery learning 15 draws by student



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7. Holster draws – Acquiring sights – prepping trigger

- Work through each stage 1 at a time
- Walk student through all 4 steps of this drill
 - Draw see sights
 - Draw touch at 2 push to 3 and see sights
 - Draw touch at 2 – prep to 3 – see sights
 - Draw touch at 2 – prep to 3 – press when they see sights on target
- Have student complete the draw on command establishing a good grip, stance and sight alignment
- Discovery learning 15 draws by the student

8. Type I, II and III malfunctions – 1 magazine with 10 dummy rounds

- Explain the 3 types of malfunctions and what causes them
- Demonstrate how to clear them
- Have the students perform the drills with dummy rounds

CLEAR WEAPONS – TURN IN DUMMY ROUNDS – LOAD MAGS FOR LIVE FIRE



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SECTION IV: Firearms Live Fire Drills

1. 1 shot extension drill – 3 yards – 1 full magazine (about 15 rounds) – 3” circle

- On command
 1. Correct draw by the numbers
 2. Have student see the sights in the target prep the trigger
 3. At full extension everything should be aligned and can press the trigger
- Use talking points –
 1. Firm and final grip
 2. High in the chest and level
 3. Push straight to the target
 4. As pushing to the target – sights - safety – trigger – prep – press
 5. Prep for the second shot – assess – finger straight – return to holster
- From low ready
- On command break the shot as soon as the sights cross the target area
- Do not wait for perfection – you may not need to see perfect sight alignment.
 - Based on distance, size of target and shooter ability
 - Target focus, front sight focus, all blurry can all be used to make hits
- Have trigger prepped as the sights move into position

2. What we need in our sights – First best sight picture – from a low ready – 5 yards – 30 rounds

- From low ready
- On command break the shot as soon as the sights cross the target area
- Do not wait for perfection – you may not need to see perfect sight alignment.
 1. Based on distance, size of target and shooter ability
 2. Target focus, front sight focus, all blurry can all be used to make hits
 3. Have trigger prepped as the sights move into position



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3. Trigger control – 48 rounds

1st iteration – learn slack and wall

- Draw and establish good stance, grip, sight alignment
- Close eyes
- Place finger on the trigger – feel slack in trigger and finger
- Add a little more pressure
- Feel where the shot breaks
- Start over and repeat for 12 rounds

2nd iteration – trigger pin and reset – eyes open

- Start with steps from first iteration
- When shot breaks hold the trigger back
- On command slowly release trigger until you feel the reset (click) (*we do not want to teach trigger pinning, but it is important to learn where the reset is*)
- Then on command start from the rest and add pressure to find the wall
- Break the shot and hold
- Repeat this for 12 rounds

3rd iteration – trigger prep

- Picking up from 2nd iteration we will stop pinning the trigger
- When shot breaks immediately run trigger to reset and find the wall (*finding the wall of the sear break is prepping the trigger*)
- On command break the shot and prep on your own
- Repeat for 12 rounds

4th iteration – 90% prep 10% ease through – off on drill – good follow through

- Discovery learning – on your own fire 12 rounds
- Follow same as in the 3rd iteration but now at your own speed and firing at will

SWITCH RELAYS – RETAPE – REHYDRATE – RELOAD MAGAZINES



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Multiple Shots

4. Cadence drill – controlling the pistol - 3 yards - 3” dot – run each 3 times – 36 rounds

This drill is about prepping in recoil and in a rhythm, tracking sights and having them return to the original spot with each return from recoil.

1st iteration – timing

One thousand one – one thousand two – one thousand three – one thousand four – one thousand five

2nd iteration – timing

And one and two and three and four and five

3rd iteration – timing

One, two, three, four, five (3 seconds)

SWITCH RELAYS – RETAPE – REHYDRATE – RELOAD MAGAZINES

5. Called numbers – 20 rounds – 5 yards – numbered 3” circles

- Call the target number and the number of rounds to be fired
- Explain prepping through recoil
- Good follow through
- Emphasize making the hits

SWITCH RELAYS – RETAPE – REHYDRATE – RELOAD MAGAZINES

6. What we need in our sights and trigger control – near to far drill – From low ready – 5 yards – 3 magazines of rounds

- Use 3 different size targets, 8”, 4” and 1”
- Instructor call the order of engagement for all 3 targets
- You should hear 3 different cadences of fire
- Shooter should fire at as quick of a rate as they see the sights return to the target, prepping the trigger each time in recoil – also only seeing the sight perfection that they need for the size of the targets
- Change up the order of engagement each time
- Run 3 magazines

SWITCH RELAYS – RETAPE – REHYDRATE – RELOAD MAGAZINES



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7. Reload drill – 5 yards – humanoid target – 9 rounds

- 3 mags with 1 round each
- Proper reloads
- Moving feet during reloads
 - 1st iteration
 - 3 magazines loaded 1-1-1
 - Shoot all 3 rounds
 - Run 3 times – 9 rounds

SWITCH RELAYS – RETAPE – REHYDRATE – RELOAD MAGAZINES

8. Heart and brain – 5, 7 and 10 yards – Humanoid target - 30 rounds total

- Call number of shots and what target/s (chest or head)
- Move, draw and present firearm
- Fire the rounds called
- Ask the 3 questions - did my bullets work? - do I need to shoot again? - is the threat gone?
- Scan top off
- Holster
- Focus on trigger control and prep throughout shot group
- Speeding up shot strings each time

SWITCH RELAYS – RETAPE – REHYDRATE – RELOAD MAGAZINES

9. Malfunction drills– 5yards – 6 rounds

2 handed

- Set up each type of malfunction multiple times
- 1st iteration – run through Type I and II malfunctions
- 2nd iteration – Set up type III malfunctions

SWITCH RELAYS – RETAPE – REHYDRATE – RELOAD MAGAZINES

10. Single Hand Shooting – 20 rounds

- Right - Drawing – shooting – reloading
- Left – Drawing – transitioning – shooting – reloading

11. One Hand reloads – 20 rounds

- Strong side
- Support side

SWITCH RELAYS – RETAPE – REHYDRATE – RELOAD MAGAZINES

Cover and Concealment



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12. Cover and concealment - standing – humanoid target – double stacked drums – 10 yards – 10 rounds

- Call the number of rounds to be fired
- Shooter will bring weapon up and roll out correctly and engage the target with number of rounds called
- Have students use cover from 3-6 feet away, not sucking up to it
(Additional use would be to put the cover closer to the target than the shooter)

SWITCH RELAYS – RETAPE – REHYDRATE – RELOAD MAGAZINES

13. Cover and concealment - kneeling– humanoid target – single drums – 10 yards – 10 rounds

- Call the number of rounds to be fired
- Shooter will bring weapon up and roll out correctly and engage the target with number of rounds called
- Which knee up for each side

SWITCH RELAYS – RETAPE – REHYDRATE – RELOAD MAGAZINES

Positional Shooting

14. 18 Drill – 18 yards - 18 rounds – 6 – 9 round magazines - run drill 3 times – 8” circle target – run in under 18 seconds – 30 minutes

- On beep shooter will engage target with the following manner
 - 3 rounds standing
 - 3 rounds kneeling
 - Reload
 - 3 rounds kneeling
 - 3 rounds standing
 - Return to the holster

SWITCH RELAYS – RETAPE – REHYDRATE – RELOAD MAGAZINES

QUALIFICATION COURSE Familiarization – 150 rounds

- Work on all the stages of the qualification course of fire
- Run the qualification course up to 3 times

SWITCH RELAYS – RETAPE – REHYDRATE – RELOAD MAGAZINES

15. Prone Positional shooting– Humanoid targets - 15 yards – 2 shots each position as quick as possible – run 3 times from each position head to and away from target – 20 rounds

(Run this dry to address any safety concerns with the group)

- Prone stomach head toward target
- Prone back head toward target



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- Right and left side head toward target

Then rotate position

- Prone Back between knees feet toward target
- Prone side feet toward target
 - Right and left feet toward target

SWITCH RELAYS – RETAPE – REHYDRATE – RELOAD MAGAZINES

16. Fight from the ground up – 10 yards – 12 rounds each time – run twice – 24 rounds

- Start on their back and on the command fight
 - Rotate strong hip up – draw – straighten strong leg – roll to back – bring heels to but with knees up
 - Fire 3 rounds between the knees – Scan for threats
 - Move to sitting position and fire 3 rounds - Scan for threats
 - Move to kneeling positions and fire 3 rounds - Scan for threats
 - Move to standing position and fire 3 rounds
 - Scan for threats

17. Retention position – up on target– Humanoid target - run twice each – 8-10 rounds each run – 25 rounds total

- Shooter faces target up close to target (*less than a foot*), covering head with arm, elbow up on target, hand on back of their neck (*this is a fending position*)
- On command
 - Draw to the retention position (*Thumb pectoral position*) – be sure ejection port is down and away from body – magazine well in rib area – muzzle angled down toward the targets pelvis area
 - Support side arm still protecting head
 - Fire a couple shots
 - Step back, bring hands to stage 3 of draw
 - Fire a couple shots
 - Step back and push out to stage 4 of draw
 - Fire more shots as you move back several steps
 - Scan top off Practice moving straight back, angled left and back, angled right and back



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Multiple Threats

18.2 target failure drill–Humanoid targets - 2 rounds each target – 5 seconds – 10 yards – 5 times – 30 rounds – full magazines – reload as needed between drills

Objectives

1. Presentation with fast sight alignment
2. Transitioning from one target to next while in a non-conventional shooting position
 - Leading with eyes and not the gun, bring gun to eyes
 - Prepping the trigger between targets
1. Start slow and build solid reps to train the brain
2. Speed up gradually but train exactly
 - On command
 - From standing in the holster on command
 - Shooter will drop into a position to shoot through a specified spot in the barricade
 - 1 body 1st target
 - 2 body 2nd target
 - Come back to 1st target with 1 shot
 - Scan top off
 - Return to the holster

SWITCH RELAYS – RETAPE – REHYDRATE – RELOAD MAGAZINES

Moving and Shooting

19. Forward and rearward – 20-3 yards and then 3-20 yards – 20-30 rounds

- On command conduct a proper draw and start moving toward the target from the 20 yard line
 1. Fire as often as you can hit the “C” zone effectively
 2. Call stop at the 3-yard line
 3. Scan top off
 4. Return to the holster
- On command conduct a proper draw and start moving away from the target at the 3 yard line
 1. Fire as often as you can hit the “C” zone effectively
 2. Call stop at the 20-yard line
 3. Scan top off
 4. Return to the holster
- Run twice in each direction

SWITCH RELAYS – RETAPE – REHYDRATE – RELOAD MAGAZINES



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20. Serpentine drill – 10 to 15 yards – 1 Humanoid target per shooter – drums set in a straight line – 3 full magazines **25 plus rounds**

- Shooter will weave in and out through the drums as they engage the target

SWITCH RELAYS – RETAPE – REHYDRATE – RELOAD MAGAZINES

SECTION V: Firearms Diminished Light/Night Drills

Flashlight familiarization – Instructor demonstrate lighting techniques

Weapon light – two hand grip activation, one hand grip activation

Handheld – harries, modified harries, FBI, neck index, syringe

- 1. Sight Acquisition 5,7,10,15 yards- Humanoid or FBI Q - 2 shots – 10 times – **50 rounds** – load magazines in even numbers and reload as needed between drills**
 - From compressed ready
 - No holster work, isolating this drill to just presenting the weapon and acquiring sight/light alignment for trigger press
 - On command
 1. Push out
 2. Align sights/ lights/ lasers
 3. Press trigger 2 shots in 2 seconds

Objectives

1. Work on adjusting grip and stance so that sights are quickly acquired on target
2. Start slow and build solid reps to train the brain
3. Keeping sight alignment/ light alignment through shot group
4. Speed up gradually but train exactly



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SECTION VI: Firearms Qualification

Day Qualification and Night Qualification – 100 rounds

Professional Licensing Day Qual

50 round course of fire

- 25 yards – 2 standing 2 kneeling from cover – 4 rounds
- 15 yards – 3 standing 3 kneeling from cover – 6 rounds
- 7 yards – 2 round holster draw, 3 times – 6 rounds
- 7 yards – lateral movement – step draw fire 3 rounds, twice – 6 rounds
- 5 yards – transition drill, 3 strong, 3 support – 6 rounds
- 5 yards – shoot 2, reload, shoot 1, 9 seconds, twice – 6 rounds
- 3 yards - support hand reload – 3 rounds
- 3 yards – 2 rounds 4 seconds, twice – 4 rounds
- 3 -7 yards – rear movement – 9 rounds

Professional Licensing Low light/Night Qualification

50 round course of fire

- 15 yards – 3 standing 2 kneeling from cover – 5 rounds
- 7 yards – 3 round holster draw, 3 times – 9 rounds
- 7 yards – lateral movement – step draw fire 3 rounds, twice – 6 rounds
- 5 yards – transition drill, 3 strong, 3 support – 6 rounds
- 5 yards – shoot 2, reload, shoot 1, 10 seconds, twice – 6 rounds
- 3 yards - strong hand reload – 3 rounds
- 3 yards – 2 rounds 5 seconds, 3 times – 6 rounds
- 3 -7 yards – rear movement – 9 rounds



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NOTE: flashlights must be on when firing. When using the weapon mounted light, the shooter will active their light and use a 2 handed grip while firing with the exception of the one handed reload drill.

Daytime

Yard Line	Course of Fire	Total Rounds (50)
25 or greater	Behind cover from 2 positions	4
15 or greater	Behind cover from 2 positions	6
10 to 7	Draw from the holster 3x2	6
7	Move off the X	6
3-10	Support Hand Reload Drill	3
5-7	Strong Hand Support Hand Transition Drill	6
3-5	Two rounds from the holster (4 seconds) x2	4
3-5	3 round Combat Reload Drill (9 seconds) x2	6
3	Get Back Drill	6
3 or greater	Any Course of Fire Listed Above	3

Low Light

Yard Line	Course of Fire	Total Rounds (50)
15	Behind cover from 2 positions	5
7	Move off the X	6
10 to 7	Draw from the holster 3x3	9
3-10	Strong Hand Reload Drill	3
5-7	Strong Hand Support Hand Transition Drill	6
3-5	2 rounds from the holster (5 seconds) x3	6
3-5	3 round Combat reload Drill (10 seconds) x2	6
3	Get Back Drill	6
3 or greater	Any Course of Fire Listed Above	3



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