



# Office of the Sheriff

1400 E. Main Street, Quincy, California 95971 · (530) 283-6375 · (530) 283-6344

CHAD HERMANN

SHERIFF/CORONER

The Plumas County Sheriff's Office is committed to providing a high level of safety for all CCW license holders as well as all citizens of the County. Toward that end, PCSO has established standards for all instructors of CCW license holders. It is our desire to standardize the minimum required training while still allowing a competitive free market for all instructors.

## Carry Concealed Weapons Training Standards

### I. INSTRUCTOR QUALIFICATION INFORMATION

#### New CCW Instructors

ONLY approved CCW instructors are to be placed on our Instructor List. To become an approved instructor you must submit, upon request, all the required documents as outlined in our CCW Instructor Standards ([link](#)). You may contact the PCSO main office and ask to leave a message for the CCW Program Coordinator at (530) 283-6375. The coordinator will call you back with further details. Do NOT send any documents not requested by the coordinator.

#### Current CCW Instructors

You must recertify every two years (odd-numbered years) to maintain your position on the approved instructor list. Every two years you will be reminded to submit a current business license, insurance policy, and DOJ instructor certificate. If any other items have been changed since you were first accepted to the list, you must submit the current documents. An example would be that you changed locations of the range or updated your qualification shoot.

If any questions or concerns come up regarding instructor standards, please refer them to the CCW program coordinator at (530) 283-6375 and ask to leave a message for the coordinator.

### II. CCW TRAINING STANDARDS

The following standards have been adopted by the Plumas County Sheriff's Office for the standardization of CCW training for its citizens. The following standards are designed as a minimum and do not limit individual instructors from providing training above these standards.

## **1. Course Length.**

Standard/Initial application course- minimum 16 hours. Gun Safety

Mental Health

Nomenclature

Fundamentals of ammunition

Fundamentals of marksmanship

Fundamentals of drawing/holstering

The CA Penal Codes (on the DOJ application)

Brandishing a firearm

Willful discharge of a firearm - including warning shots

Property crimes (simple definition) - vs. threat of great bodily injury or death

Less than lethal force options vs. lethal force

Defend or retreat? Escape possible? Potential for further harm?

Potential liability (criminal/civil)

State law as to where it is not permissible to CCW (as well as Penal Codes DOJ restrictions)  
issuing authority (PCSO) restrictions

Federal laws where it is not permissible to CCW

DOJ conditions and restrictions on carrying a concealed weapon

Documentation required at the time of CCW appointment

Renewal course- minimum 8 hours.

## **2. Education/ Training.**

The instructor must be certified as a DOJ FSC Certified Instructor or POST firearms instructor per CA Penal Code 31635.

## **3. Curriculum Standards**

The location of where the qualification shooting will be held must be identified.

A range safety plan must address first aid and safety equipment.

The instructor must inspect each firearm and verify the weapon's serial number.

Applicants must qualify with each weapon listed on their application.

Course of shoot for qualification.

The qualification course of fire must be specified, identifying each distance, the minimum number of rounds fired, and the number of hits required for qualification.

The qualification course instruction shall address:

Firearms Safety

Mechanical Functions

Manipulations

Basic Shooting

PCSO Conditions/Restrictions- Each agency may have specific conditions and restrictions for license holders, but most are listed on the DOJ application.

On a case-by-case basis, the instructor may be allowed to modify the course of fire due to the limitation of the range and for persons with disabilities and/or other matters of concern to the instructor.

**Must be on 8 ½ X 11 paper, single-sided**

Instructor name must be printed, signed, and dated.

Each weapon must include make, model, and serial number

State that the student has qualified with each listed weapon

Indicate the student has passed the CCW eight (16) hour course or the four (8) hour refresher course.

#### **4. Range Qualification**

See "CCW Range Qualifications" form.

#### **5. Certificates of Completion**

## **Liability Insurance.**

### **III. OTHER REQUIREMENTS**

A minimum of \$1,000,000 policy shall be in place covering all applicants at the time of any live-fire events. This policy may be held by the instructor or by the range where the event takes place, if the applicants are covered. The CCW instructor shall notify the CCW coordinator as soon as they become aware that the insurance policy is no longer valid.

#### **2. Business License.**

If a business license is required in the jurisdiction where you provide your classroom instruction, the instructor shall maintain a current business license. If the instructor is employed by someone else, the primary business/employer must be licensed.

#### **3. Indemnification**

The following Indemnification term is required for all CCW instructor applicants and must be signed before approval:

\_\_\_\_\_, hereby agrees to defend, indemnify and save harmless the County of Plumas and the Plumas County Sheriff's Office and its officers, employees, volunteers or agents, and each of them, of and from any and all claims, demands, causes of action, costs, expenses, losses, or liabilities, in law or in equity, or every kind and nature whatsoever, for, but not limited to, injury to or death of any employees and agents of the County of Plumas, The Plumas County Sheriff's Office, or any other person, and damages to or destruction of property of any person, arising out of or in any manner directly or indirectly connected with the scope of services related to CCW firearms training, however caused, regardless of any negligence on the part of County of Plumas and the Plumas County Sheriff's Office and its officers, employees, or agents, be it active or passive, except for willful misconduct of County of Plumas and the Plumas County Sheriff's Office and its officers, employees, or agents. Said indemnification shall include the defense of any actions or other legal proceedings and reimbursement of attorneys' fees and other legal expenses incurred by the County of Plumas and the Plumas County Sheriff's Office.

Instructor Acknowledgement Date