

MARICOPA COUNTY SHERIFF'S OFFICE

Bureau of Internal Oversight

Audits and Inspections Unit



Sworn Facility Inspection November 2022: Firearms Training Unit

Inspection Report# BI2022-0157

The Audits and Inspections Unit (AIU) of the Sheriff's Office Bureau of Internal Oversight (BIO) will conduct Sworn Facility and Property Inspections on an ongoing basis. The purpose of this inspection is to ensure compliance with Office Policies, promote proper supervision and support the requirements set forth in the Court Order. To achieve this, inspectors will select one of the MCSO sworn facilities and conduct an inspection using the *Sworn Facility Matrix* developed by the AIU.

Matrix Procedures:

- Utilize Sworn Facility Inspection Matrix to review/check administration, building, assigned vehicles and any property and evidence for policy compliance.
- Use the OIM Property and Evidence System to retrieve item history report and obtain a random sample (if applicable).
- Verify items from the random sample are in their designated storage location and verify the item matches the item description (if applicable).

Criteria:MCSO Policies and Divisional Operations Manual:

CP-2	Code of Conduct
CP-6	Bloodborne Pathogens
CP-9	Occupational Safety Programs
EA-2	Patrol Vehicles
EA-3	Non-Traffic Contact
EA-19	Juvenile Operations
EB-2	Traffic Stop Data Collection
GA-1	Development of Written Orders
GA-3	Operations Manual Format
GB-2	Command Responsibly
GC-9	Personnel Information, Records, and Files
GD-1	General Office Procedures

GD-4	Use of Tobacco Products
GD-14	Access to Secured Office Buildings
GD-15	Emergency Evacuation Plans
GE-3	Property Management and Evidence Control
GE-4	Use, Assignment and Operation of Vehicles
GF-3	Criminal History Record Information and Public Records
GF-5	Incident Report Guidelines
GG-1	Peace Officer Training Administration
GG-2	Detention/Civilian Training Administration
GH-4	Bureau of Internal Oversight
GJ-24	Community Relations and Youth Programs

Conditions:

For the month of November 2022, MCSO The Sheriff's Firearms Training Unit was randomly selected as the Sworn Facility for BIO Inspection.

The Sheriff's Firearms Training Unit headquarters is located at 26900 West Buckeye Hills Drive in Buckeye, AZ 85326 which is located at the Buckeye Hills Shooting Facility. The Range is under the responsibility of the Training Division Commander. There is a Unit Commander, 4 Sworn, 3 Detention, and 2 Civilian personnel.

The Training Division Commander is responsible for educating, training, and developing new recruits, Sworn and Detention Officers to provide them with the knowledge and skills needed to be competent and attain professional growth throughout their career. The Training Division Commander is also responsible for coordinating, developing, and supervising all mandatory and optional advanced firearms training programs. Staff members are devoted to providing the most current training using modern tactics with handguns and patrol rifles while highlighting the fundamentals of mindset, marksmanship, and gun handling skills.

On November 9, 2022, a pre-inspection agenda meeting was conducted at the range with the Division /Unit Commanders and the Sworn Sergeant. The scope of the inspection and details of the daily operation of the unit were discussed. The BIO inspection matrix containing the items of inspection was provided to the Command staff for review. During the pre-inspection, BIO Sr Auditors were able to answer any questions.

Objectives:

To determine that Firearms Training Unit maintained and documented in accordance with applicable key statutes, regulations, industry best practices, Divisional Operations Manual, and MCSO policy. The Operations Manual was updated as of April 4, 2022.

Facility Inspection:

On November 29, 2022, a Sworn Facility and Property Inspection was conducted at Firearms Training Unit based on a random selection of Sworn divisions/units which were not yet inspected during the calendar year.

During the inspection, the Audits and Inspection Unit personnel found the facilities were secure with access limited to assigned personnel. Any other approved persons granted access to the interior working areas must present credentials or have key card access. The facilities are well maintained and orderly.

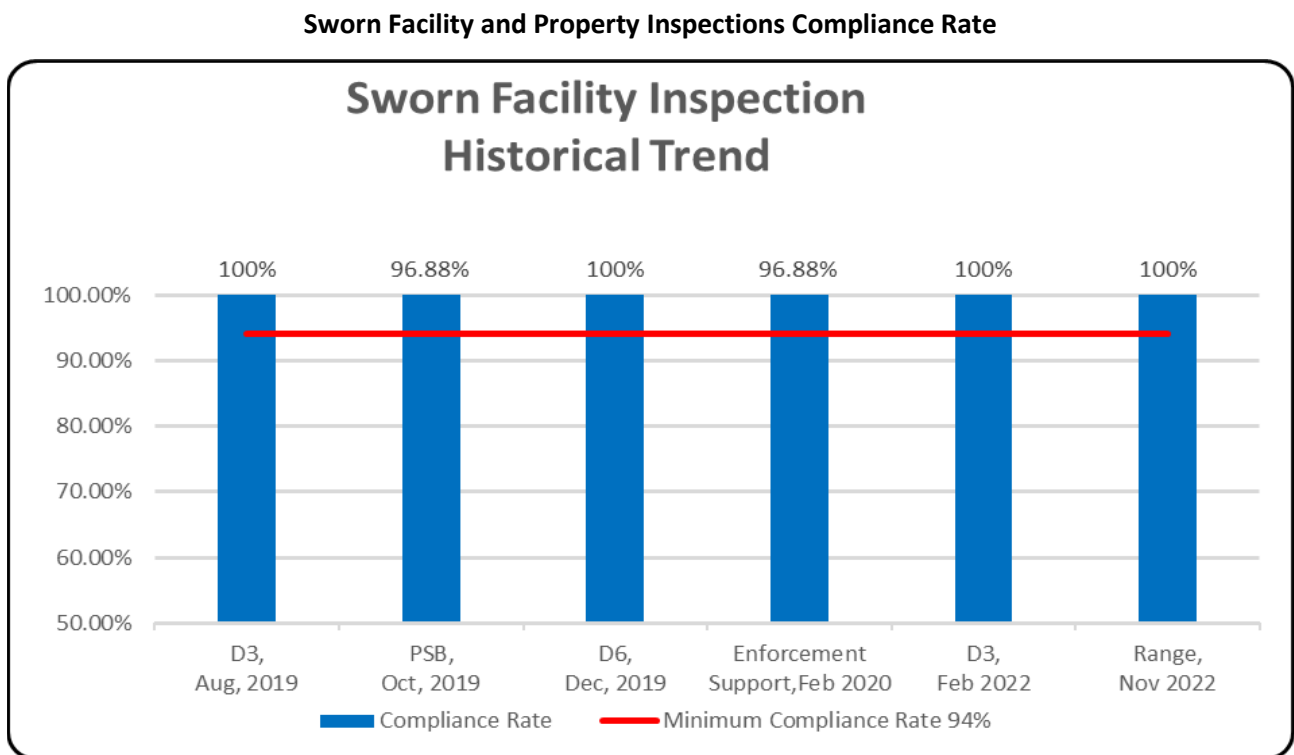
No evidence was discovered during the inspection indicating Sheriff Office facilities and/or equipment were being used in a manner that discriminates or denigrates anyone on the basis of race, color, national origin, age, religious beliefs, gender, culture, sexual orientation, veteran status or disability.

Sworn Facility Inspection Matrix:

The Range facility was inspected using the Sworn Facility Inspection Matrix that contains a total of 43 inspection items (to include 1 assigned vehicle inspected). Of the 43 items of inspection, 17 were not applicable resulting in 26 items of inspection in the matrix. The staff was organized and had all the required documentation in accessible locations, clearly identified, organized, and secured properly.

There were no deficiencies noted during this inspection.

Below is a historical comparison of Sworn Facility and Property Inspection compliance rates for the past six prior sworn facility Inspections.



Results:

There were no deficiencies noted in the inspection on 11/29/2022, which resulted in an overall compliance rate of **100%**.

Date Inspection Started: November 29, 2022
Date Completed: December 01, 2022
Timeframe Inspected: November 2022
Assigned Inspector: Sr. Internal Auditor Specialized M. De La Cruz B4608
Assigned Inspector: Sr. Internal Auditor Specialized D. Paul B5459
Assisting Inspector: Sgt. R. Levy S1881

I have reviewed this inspection report.

Lt. Brian Arthur
Lt. Brian Arthur S1806
Commander, Audits & Inspections Unit
Bureau of Internal Oversight

1/10/2023
Date