

A. Purpose:

Before they can be destroyed, all handguns submitted to the Connecticut State Police (CSP) Special Licensing and Firearms Unit (SLFU) must be test fired by the Firearm and Toolmark Unit.

B. Responsibility:

It is the responsibility of the examiner assigned to this task to retrieve the handguns from the SLFU. These firearms must be test fired, and if the caliber is suitable, entered into the National Integrated Ballistic Information Network (NIBIN) database.

C. Safety:

1. Personal protective devices, such as hearing and eye protection, will be used during test firing.
2. Additional personal protective devices will be worn when examining and test firing firearms that have potentially come into contact with bio-hazardous materials.

D. Procedure:

1. The firearms received from the SLFU will be checked by the examiner against the document presented by the SLFU to ensure that all the firearms are present in the container.
2. The firearms will then be checked to determine if any have been previously test fired in the laboratory during normal casework. Those firearms will not be further tested. A red band placed around the trigger guard of the handgun will indicate that it has previously been test fired in the laboratory.
3. The remaining firearms that have not previously test fired during normal casework will be screened to determine if they are safe to handle and test fire.
4. Firearms which are not determined to be safe will not be test fired.
5. Handguns determined to be in a safe and operable condition will be test fired twice using laboratory ammunition.
6. The two tested fired bullets and cartridge cases will be placed in a coin envelope with the following pertinent information on the face of the envelope: caliber, type, make, model, serial number, DES # (SLFU identifying number) and examiner.
7. If the test fires are from a suitable caliber for NIBIN entry, a cartridge case will be entered into the database for correlation.

Approved by Director: Dr. Guy Vallaro

8. No further report writing is necessary for the handling of SLFU test fires, unless a preliminary hit is made in the NIBIN database. In that instance, a NIBIN preliminary hit memo will be sent to the associated agency(ies).
 - a. In the rare event in which the associated agency requests confirmation of the preliminary NIBIN hit, the test fires will become evidence and will be handled like a normal case.
9. The test fires will be maintained in the sealed envelope and stored by caliber and year of testing with the Firearm and Toolmark Unit of the Laboratory.
10. The firearms will be returned to the SLFU in the container in which they were received by the examiner assigned this duty.
11. A copy of the attached handguns submitted to the lab will be kept on file with the Firearm and Toolmark Unit of the laboratory.

E. Equipment:

1. PPE
2. Test firing equipment
3. NIBIN BrassTrax HD3D acquisition unit

F. References:

1. GL-2 Safety Manual
2. FA SOP-02 General Firearms Safety
3. FA SOP-08 Test Firing for Operability
4. FA SOP-09 Test Firing Equipment
5. FA SOP-22 NIBIN