



# **Basic Firearms Instructor Course**

**Municipal Police Training Committee  
Firearms Advisory Group**



# Shotgun Instructor Module

**Revised February 2015**

# Authors

Bert DuVernay

Joseph Picariello

Todd Bailey

Bill Leanos

## Acknowledgements

- MLEFIAA Firearms Instructor Program 2009 edition
- MPTC Firearms Instructor Manual 2011 edition
- Mass. Sheriff's Assn. E.T. C. Firearms Instructor Course
- NRA Tactical Shotgun Course
- Action Target 3 Gun Course (Shotgun)

# GOAL

- **To give the prospective instructor the necessary skills to teach the function, role and limitations of the shotgun in a law enforcement situation.**

# Student Performance Objectives

- Demonstrate safe and proper operation of the shotgun
- Identify the basic components of the shotgun and their function
- Demonstrate the basic shooting positions used with the shotgun
- Describe and demonstrate the proper cycling of the pump shotgun

# Student Performance Objects

- Describe and demonstrate the proper cycling of the shotgun
- Describe and demonstrate mounting techniques with the shotgun
- Demonstrate proper loading reloading, downloading and unloading techniques of their shotgun
- Demonstrate proficiency by qualifying to MPTC standards

# Firearm Safety Rules

- Treat all firearms as if they are loaded –  
ALWAYS
- Keep your muzzle pointed in a safe direction at all times
- Keep your finger off the trigger until on target and you have made the decision to shoot
- Know your target and what is beyond it

# Purpose of the Shotgun

**To maximize tissue destruction (stopping power) in close range confrontations.**

- When loaded with buckshot**
- Range of 18 yards (maximum)**
  - Preferably 10 yards or less**

***Slugs can be used to extend the useful range to about 100 yards or to penetrate some cover***

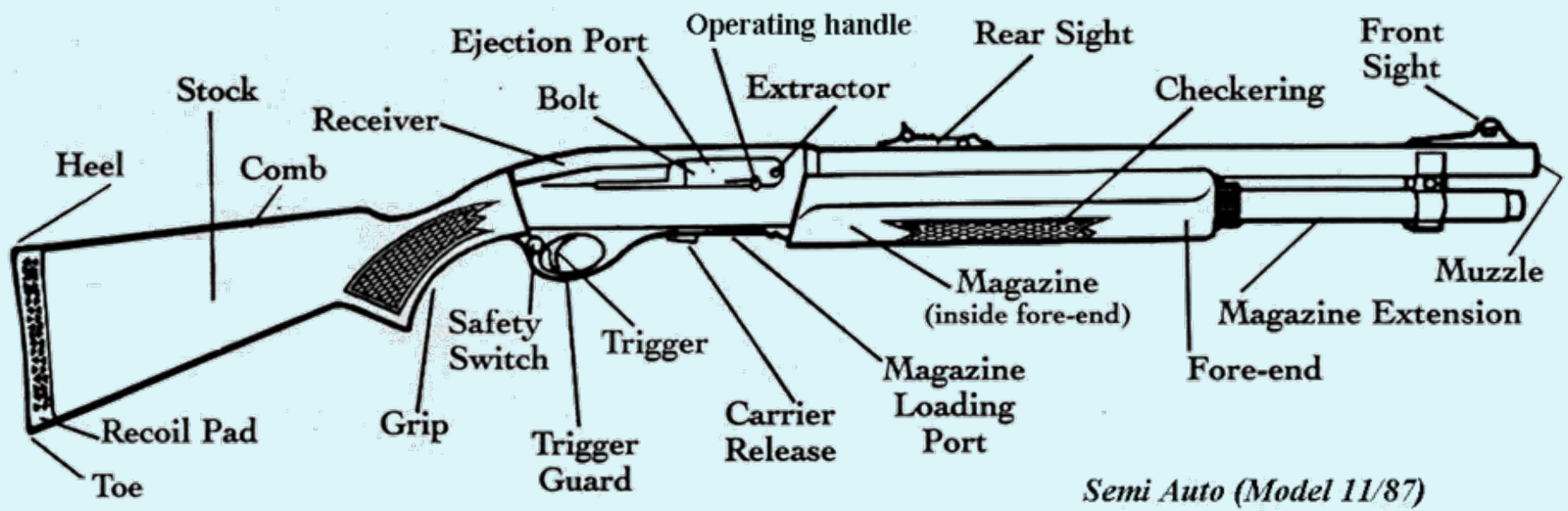
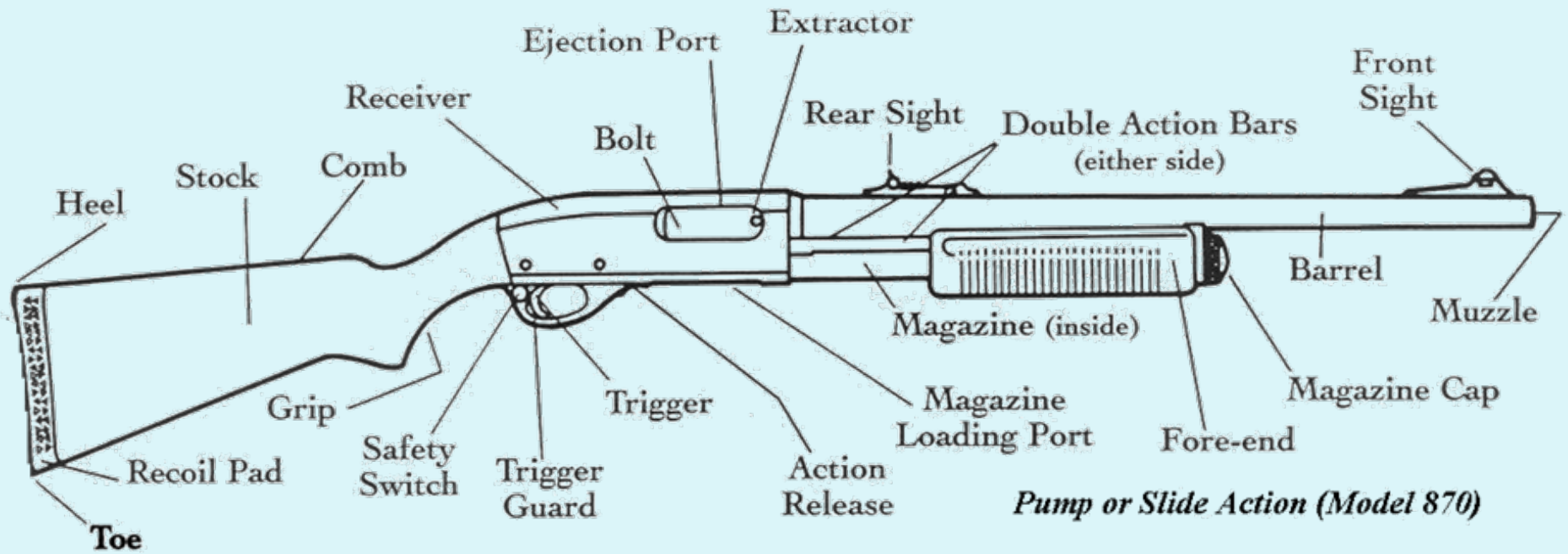


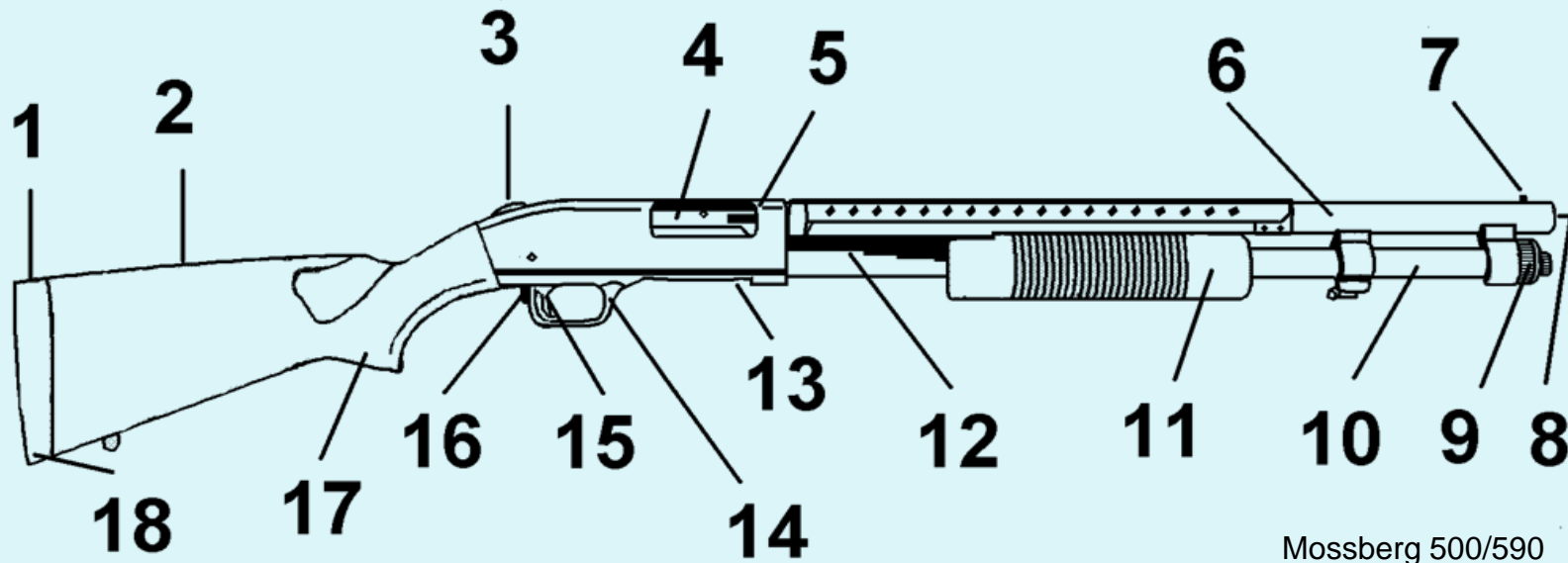
# **Other Uses of the Shotgun**

- **Control of large or dangerous animals particularly with slugs**
- **Control of small animals with birdshot**
- **Less Lethal applications (“bean bags”)**
- **Breaching operations**
- **Launching chemical munitions**
- **Launching distraction devices**

# Nomenclature







Mossberg 500/590

- |                           |                          |                           |
|---------------------------|--------------------------|---------------------------|
| 1. <b>Heel</b> (of stock) | 7. Front Sight           | 13. <b>Loading Port</b>   |
| 2. <b>Comb</b> (of stock) | 8. Muzzle                | 14. Trigger Guard         |
| 3. Manual Safety          | 9. Magazine End Cap      | 15. Trigger               |
| 4. Breechblock (Bolt)     | 10. Magazine             | 16. <b>Action Release</b> |
| 5. <b>Ejection Port</b>   | 11. Forearm              | 17. Pistol Grip           |
| 6. Barrel                 | 12. <b>Action Bar(s)</b> | 18. <b>Toe</b> (of stock) |

*During the range portion of this class you will need to be familiar with the terms marked in red as they pertain to your shotgun*

# SEMI-AUTOMATIC - GAS OPERATED



Remington 11-87



Mossberg 930

# Semi-Automatic - Recoil Operated H&K / Benelli



# H&K / Benelli



**Cartridge Drop Lever**  
*The red dot indicates the  
hammer is cocked*

**Bolt Release Button**

# CYCLIC OPERATION

- **FEED**
- **FIRE**
- **EXTRACT**
- **EJECT**

**Any magazine fed firearm functions through this four part cycle**



**All Stoppages Will  
Fall Into One Of  
These Categories!**

# CYCLIC OPERATION

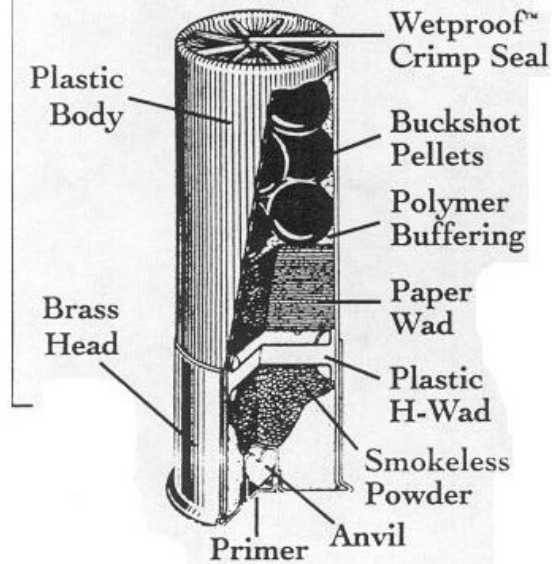
- **Failure to FEED**
- **Failure to FIRE**
- **Failure to EXTRACT**
- **Failure to EJECT**



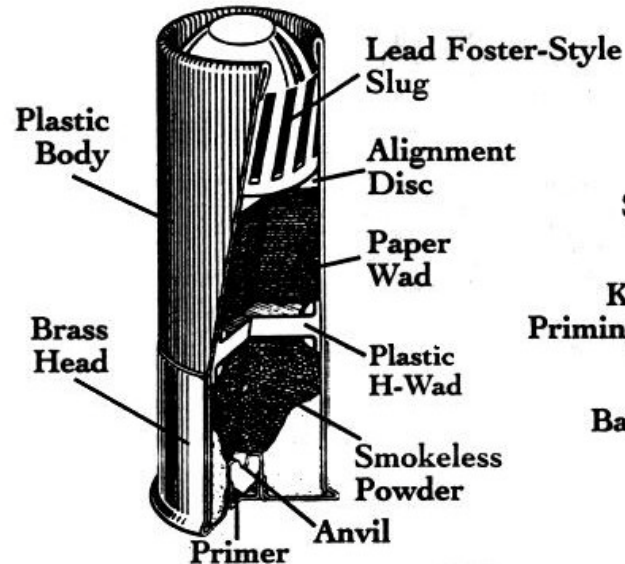
# Ammunition

# SHOTGUN AMMUNITION

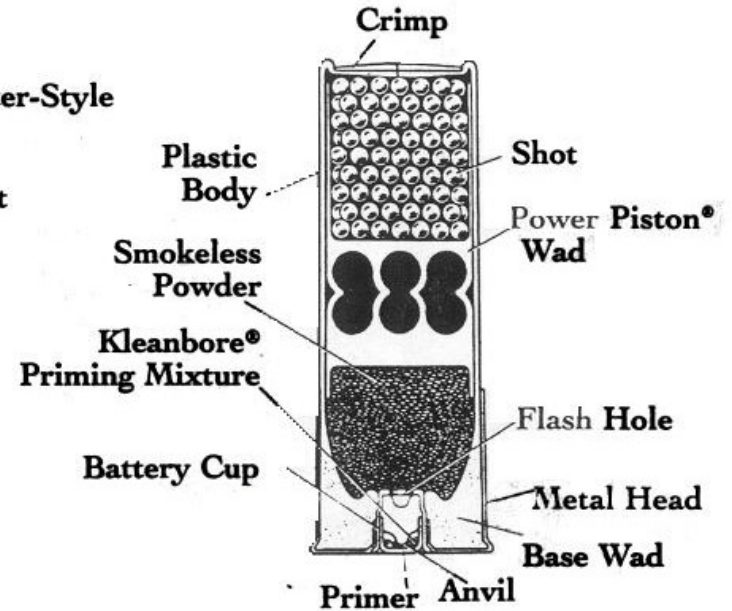
## SHOTSHELLS



Remington Express® Buckshot



Remington Slugger® Rifled Slug



Shotshell



The most common loads chosen for police use are 1 oz. “rifled” slugs or 00 Buckshot.

Buckshot would be selected to maximize terminal effect (so called “stopping power”) when ranges are expected to be close – hopefully 10 yards or closer.

Slugs would be selected to maximize penetration through cover and to extend the range of the shotgun.

# SABOT ROUND



Sabot (“say-bow”) slugs are more specialized and are most commonly used by hunters. They offer increased range and accuracy over traditional rifled slugs primarily in rifled shotgun barrels.

# **Buckshot Patterns**

**The following slides are of standard 9 pellet 00 buckshot fired from a 18 inch cylinder bore police shotgun barrel. The target is a full size silhouette.**

**Notice that the approximate size of the pattern in inches is about the same as the marked distance in yards.**

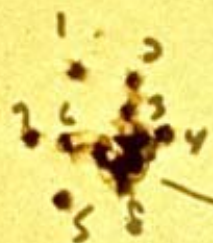
**Individual or specially prepared barrels may shoot tighter patterns.**

**Premium or “Tactical” buckshot may shoot tighter patterns.**

**It is important for you to shoot your duty buckshot through your duty shotgun to assess how your gun patterns.**

**00 Buckshot**

**3 Yards**

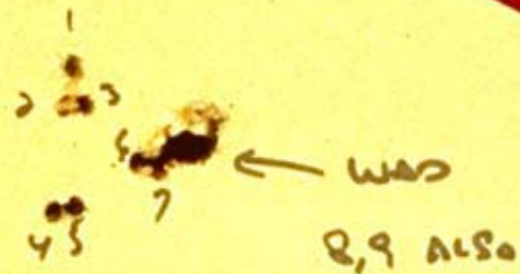


WAD  
09?



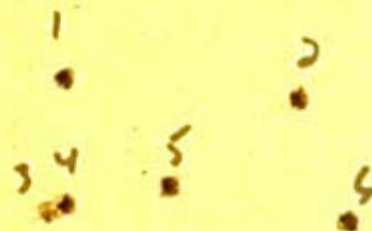
**00 Buckshot**

**5 Yards**



00 Buckshot

7 Yards



7  
8  
9  
↑  
WAD

9 UNACCOUNTED FOR

MIGHT BE DOUBLE

WITH 8 or 11

WHO HAS OR

WAS A...

**00 Buckshot**

**10 Yards**

WAD



1

2

3

6 7

4

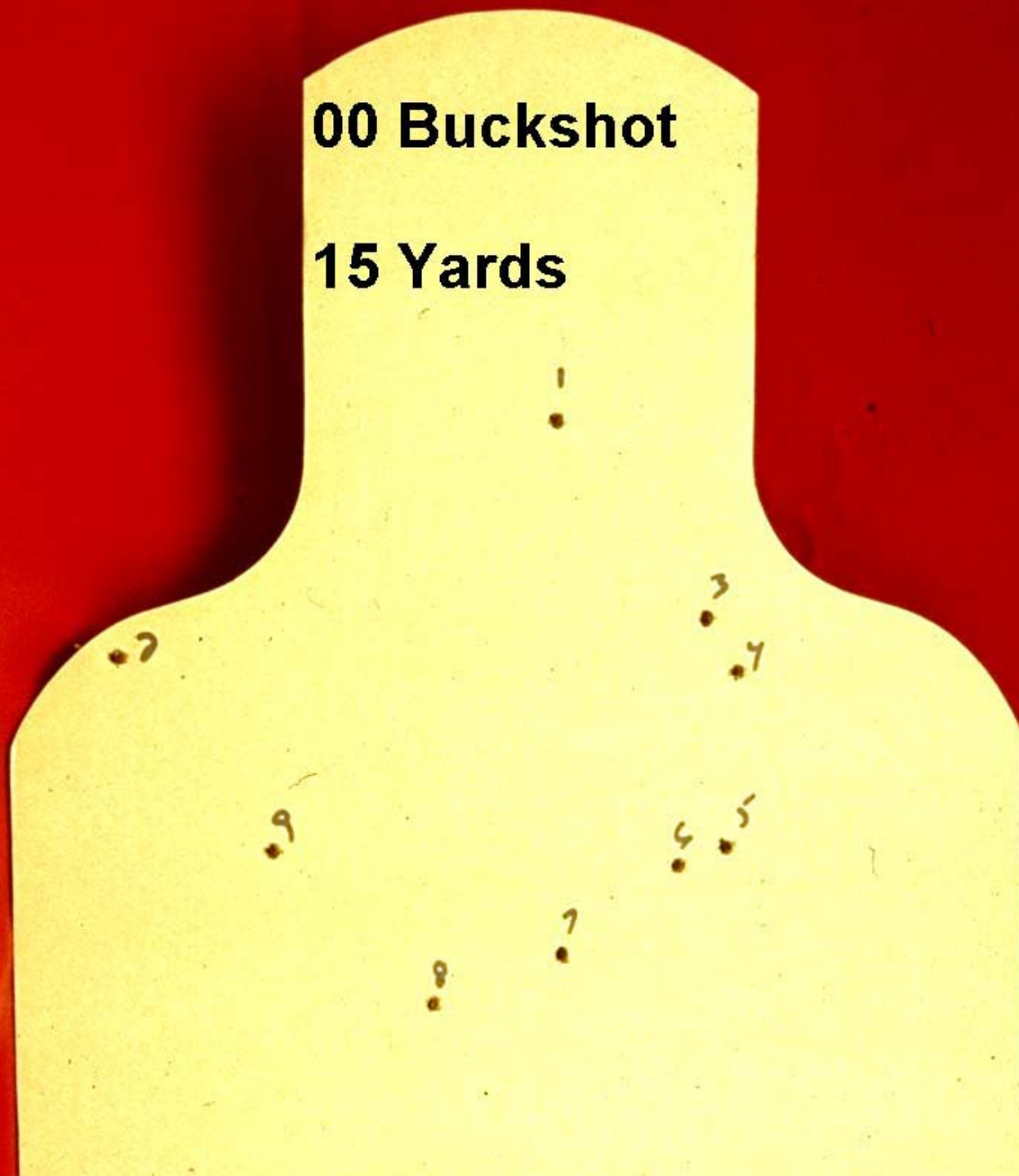
5

8

9

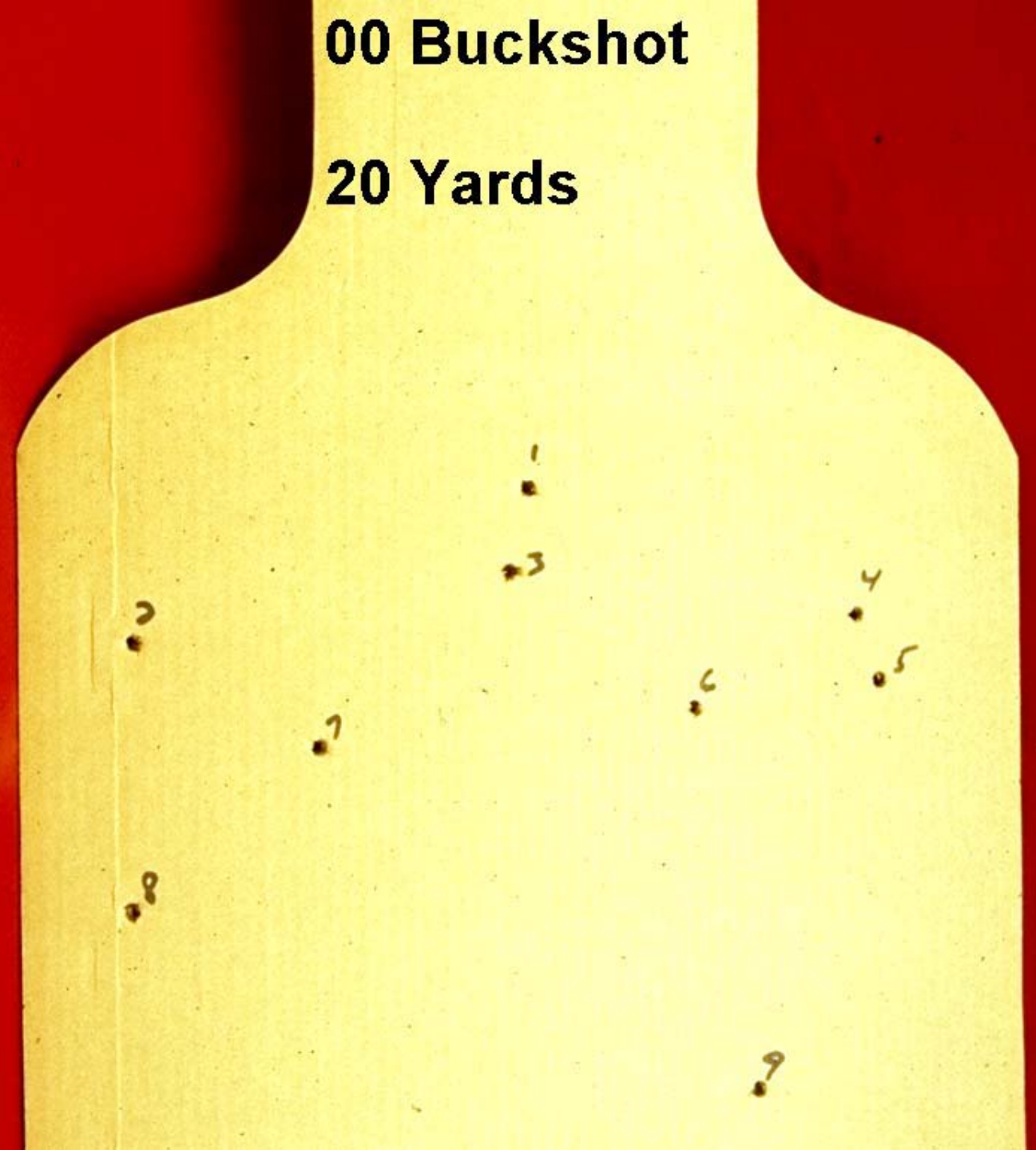
**00 Buckshot**

**15 Yards**



00 Buckshot

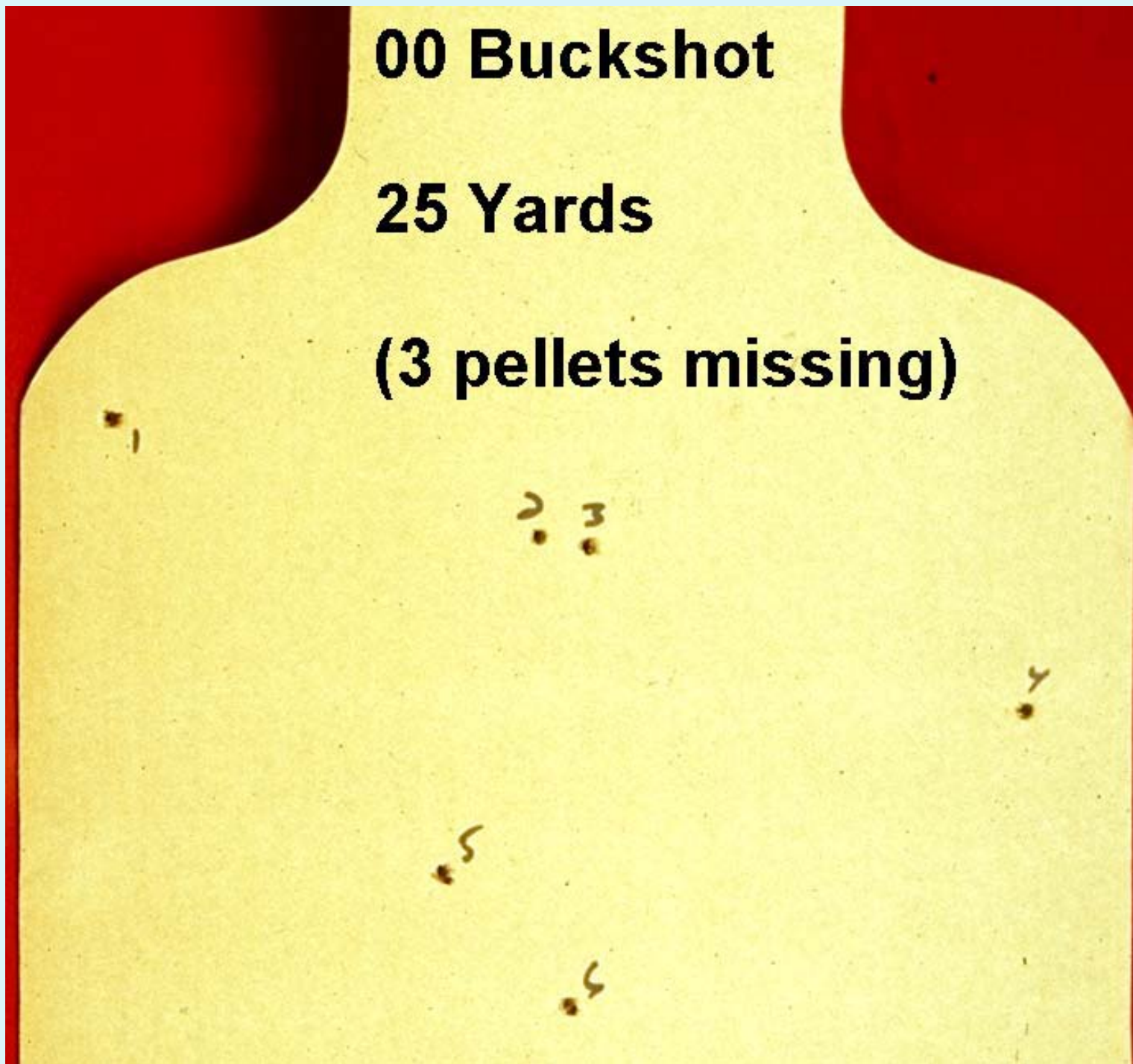
20 Yards



**00 Buckshot**

**25 Yards**

**(3 pellets missing)**



## **General Rule:**

**Pattern spread ratio –**

**For each yard of distance, pattern spreads 1 inch.**

**10 inch spread at 10 yards**

**18 inch spread at 18 yards**

# Combat Range

- **Maximum combat range with 12 Gauge 00 Buckshot is**

**18 YARDS**

**However buckshot performs best at closer ranges where the shot pattern is denser for better terminal effect.**



# Combat Range

- **Maximum combat range is determined by the pattern spread ratio and the approximate distance across an assailant's chest, assumed to be 18 inches**

# Combat Range

**Remember – You are responsible for ANY missed pellets, not just getting the majority of them on target.**

**Q. Where does a miss go?**

**A. Straight to court!**

# Mossberg Safety



**Push forward (towards the muzzle) to fire. Red dot will be visible.**

**This safety is ambidextrous and works equally well for either right or left handed shooters.**

# Mossberg Action Release



**Push up to release the action lock and open the action of a cocked shotgun. When protruding like shown in this picture, the hammer is cocked. When positioned more flush with the contour of the receiver, the hammer is down.**

# Remington Safety



*Photos by Michael Riffey, Published on Rem870.com*

**Push towards the left (red band shows) to fire. The right side is flush with the trigger guard.**

**Push to the right (no red showing) – shotgun is on SAFE. Left side is flush with the trigger guard.**

# Remington Action Release



**Push up to disengage the action lock and open the action of a cocked shotgun. When protruding like this, the hammer is cocked.**

**When positioned more flush with the contour of the trigger guard, the hammer is down.**

# Spare Ammunition Carriers



**Ammunition capacity of the shotgun is limited so there should be consideration given to carrying extra ammunition whether on the gun or otherwise.**

# Spare Ammunition Carriers



**Ammunition carried on the gun will increase the weight and decrease the handiness of the gun – but keep the ammo present.**

**Ammo in SUPPORT side pockets, a belt mounted carrier or a bandolier may also be considered.**



# FOLDING STOCKS



*Pistol grip stocks should not be used with shotguns with the safety located on the tang (i.e. Mossberg style). The safety cannot be reached when the gun is properly gripped.*

*They can be an advantage with Remington style safeties – particularly with the left handed officer.*

**Folding stocks can be an advantage when storage space is critical. Shotguns should not be fired with the stock in the folded position as accuracy will suffer.**

# SLINGS



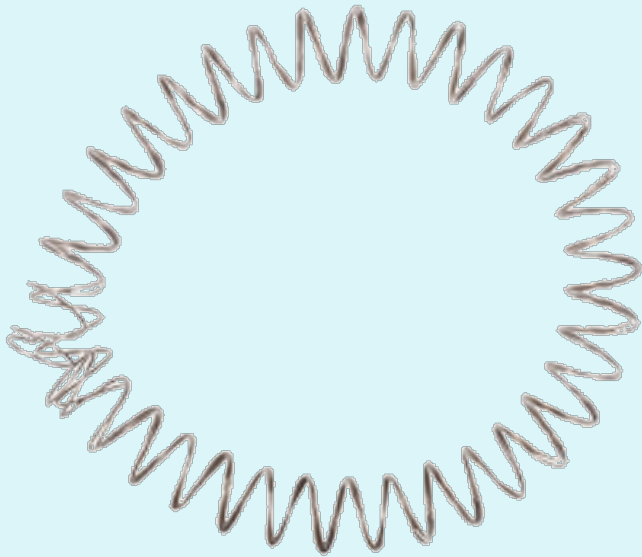
**A sling is essential on patrol long gun. It is equivalent to having a holster for a handgun.**

# LIGHTS



**An appropriate light should be considered on any patrol long gun since both hands will be tied up operating the gun. Many officers consider it essential. Training must be conducted to insure safe use with regard to muzzle control (Rule 2) violations.**

# MAGAZINE EXTENSION



*Magazine extensions provide a way of having more ammunition readily available but they alter the balance of the gun towards being muzzle heavy.*

*Damage to the extension assembly or the spontaneous disassembly of it will cause the shotgun to function as a single shot weapon.*



# SHOTGUN FUNDAMENTALS

# Pump Shotgun Cycling

**Press**

**Back**

**Release**

**Forward**

# Pump Shotgun Cycling

**PRESS** the trigger

Bring the fore-end **BACK** smartly to a “metal on metal” stop

**RELEASE** the trigger before the action is closed but maintain finger contact with the trigger

Bring the fore-end **FORWARD** to a “metal on metal” stop

# Pump Shotgun Cycling

**The entire process is performed smoothly without hesitation or interruptions - with the shotgun mounted to the shoulder, cheek contact maintained and with a minimum of deviation of point of aim so that the sights remain on target as the action is closed.**



# Shotgun Fundamentals

- **Grip**
- **Stance**
- **Sights**
- **Trigger Control**

# GRIP

- **The shotgun is a two handed tool**
- **Firm hold on pistol grip and fore-end**
- **Toe of stock in shoulder pocket**
- **Proper stock to body contact is critical and prevents bruising**

# STANCE

**The proper stance provides:**

**Stable shooting platform**

**Mobility**

# STANCE

- **Critical to proper and efficient operation**
  - especially with smaller officers
- **Contributes to recoil control (especially w/magnum loads)**
- **Proper positioning necessary for rapid follow up shots**
  - Bladed stance, knees flexed
  - Slight lean into the shot
    - Stay on balance and able to step in any direction



# STOCK MOUNTING



**Notice that the toe of the stock is in the pocket of the shoulder.**

**The larger portion of the recoil pad is NOT placed on the shoulder**



**Also notice that the head is erect, not craned forward or leaned sideways to be low enough to see the sights.**

**This prevents the cheekbone from being in a position to be battered by recoil.**



**The pocket is the natural hollow found above the end of the collar bone when the upper arm is held horizontal.**

**Women's anatomy does not provide a pocket in this manner. It can also be impractical to find the pocket on weight lifters, officers wearing external body armor or officers wearing heavy clothing in winter.**

**The pocket is the natural hollow found above the end of the collar bone when the upper arm is held horizontal.**

**Women's anatomy does not provide a pocket in this manner. It can also be impractical to find the pocket on weight lifters, officers wearing external body armor or officers wearing heavy clothing in winter.**

**An alternative pocket can be provided by rolling the shoulder forward. In either pocket, the recoil pad is mounted high so that the head does not have to lean to the side to see the sights.**

# HK Stance

Note how the elbows are tucked in close to torso

Stance is less bladed

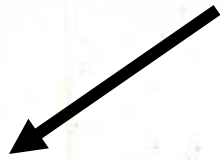


# IMPROPER SHOTGUN FIT



# STANDARD STOCK

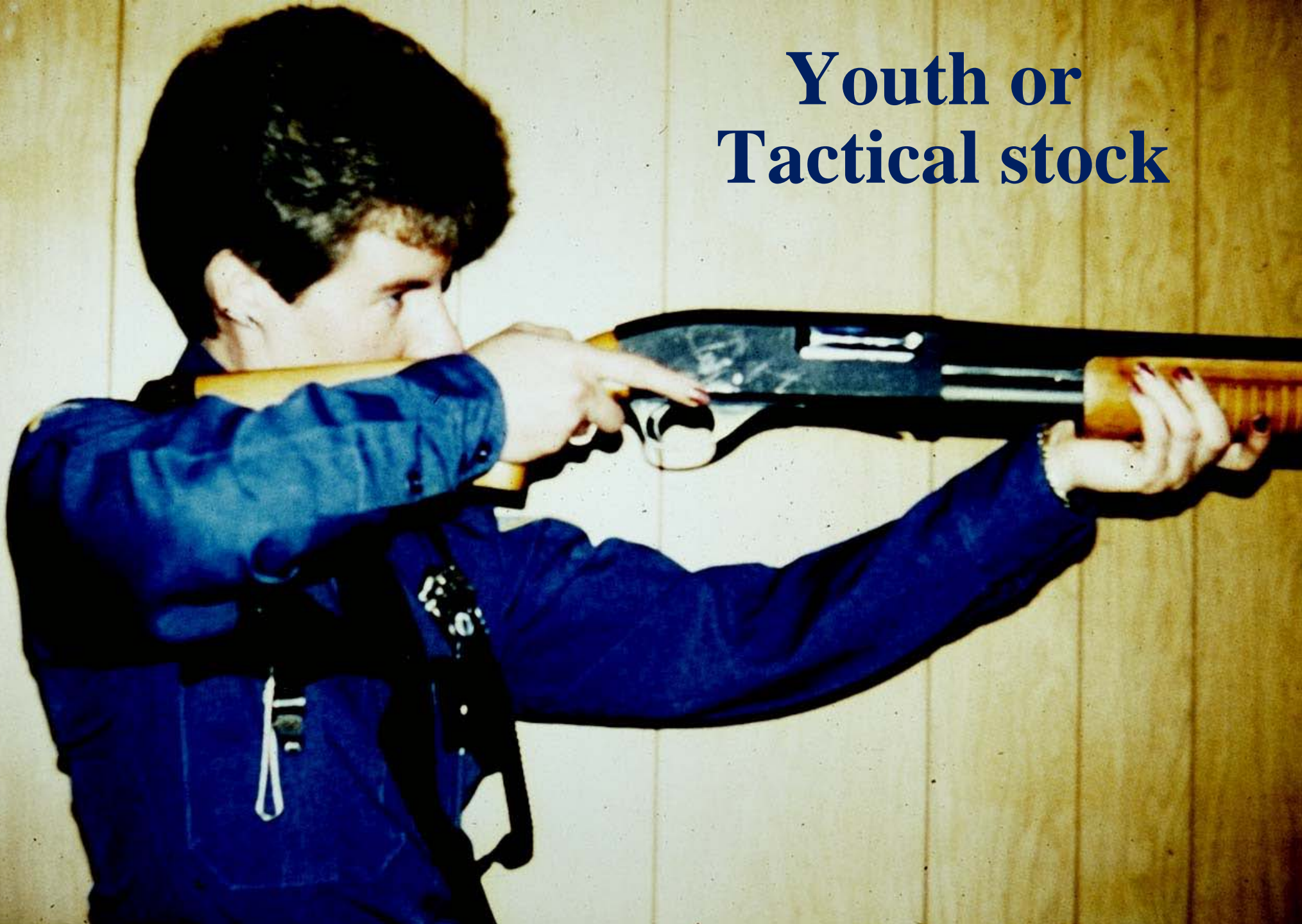
Places head to far back on the stock



Support arm fully extended



# Youth or Tactical stock



# STANDARD & SHORT STOCKS



Proper fit can be obtained with a shortened stock often called a 'tactical' or 'youth' stock. Standard wood stocks can be shortened by a gunsmith but the contour of the recoil pad will have to be altered to fit the shortened stock.



# ADJUSTABLE STOCK



The same can be accomplished with an M4 type collapsible stock. Pistol grip stocks should not be used on shotguns with the safety located on the tang (i.e. Mossberg style). The safety cannot be reached when the gun is properly gripped. They can be an advantage with Remington style safeties located on the rear of the trigger guard – particularly with the left handed officer.

# SIGHT PICTURE

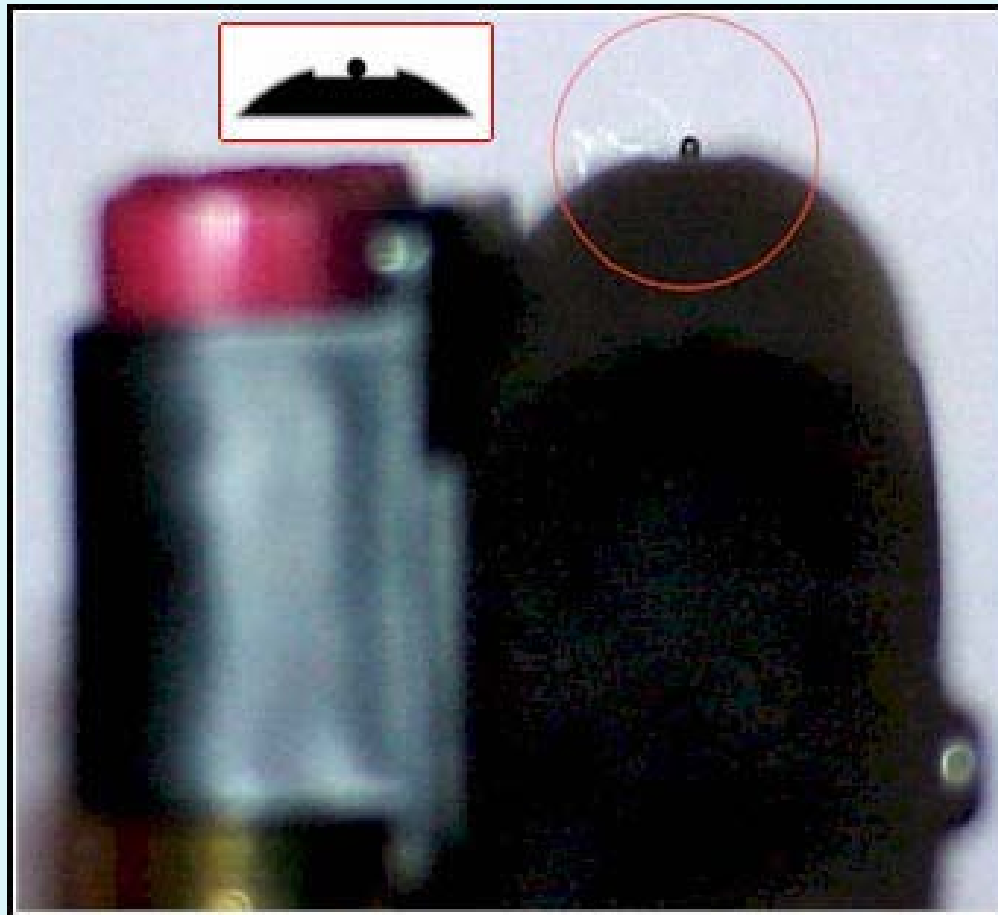


# SIGHTS

- **Rifle – use just like handgun sights**
- **Bead – single ball at muzzle**
- **Ghost Ring – rear aperture with protected blade front**

# SHOTGUN SIGHTS

## Bead sight

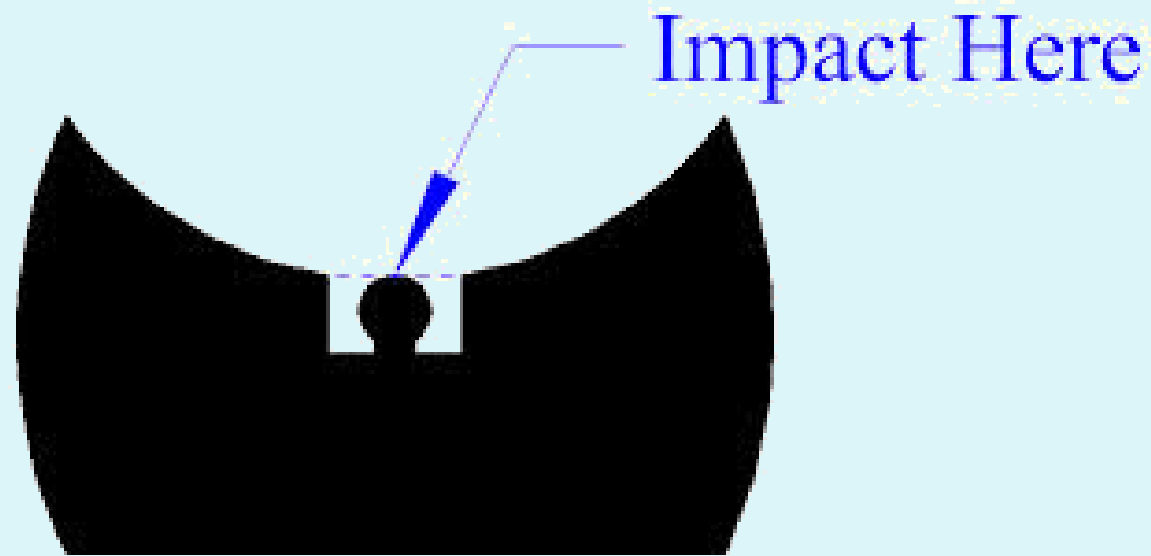


# Trijicon Night Sight



# SHOTGUN SIGHTS

RIFLE SIGHTS



# SHOTGUN SIGHTS

## GHOST RING SIGHTS



# Trigger Control

- **Single Action trigger (Mossberg has a DA)**
- **Press straight back**
- **Be sure to release trigger after shot**



The EASIEST mounting procedure to teach the novice with the shotgun is from the

LOW READY

# LOW READY POSITION



**Roll the shotgun up to your line of sight.**

**Keep your head up**

**The shotgun comes up to your eyes –  
Don't bring your head down to the sights**

# LOW READY POSITION

**Generally faster to a shot since the mount is already established**

**Good position for muzzle control (Safety Rule 2) while moving or searching**

**Good position for weapon retention**

**Consistent operation with handgun low ready position**



# HIGH READY POSITION

**Generally slower to a shot.**

**May be used to bounce light from a shotgun mounted light off a ceiling during a room search.**

**May be used to prevent low objects from interfering with the muzzle.**

**Presents the muzzle to be grabbed when negotiating cover or corners.**



A faded, light blue watermark of a police badge is centered in the background. The badge is shield-shaped with a decorative border. At the top, it says "MUNICIPAL" in a curved banner. Below that, a dark banner contains the word "POLICE" in white capital letters. The center of the badge features a circular emblem with a figure and some text, which is partially obscured by the main text. At the bottom, another curved banner contains the word "TRAINING" in capital letters.

# **SHOTGUN CONDITIONS OF READINESS**

# UNLOADED

- **Long term safe storage**
- **In designated loading area – SAFETY ON**
- **Confirm magazine & chamber EMPTY**
- **Close action**
- **Double check – SAFETY ON**
- **Secure weapon**

# TRANSPORT MODE

- **AKA as Administrative or Cruiser Carry mode**
- **In designated loading area – SAFETY ON**
- **Confirm EMPTY, close action**
- **Comb of stock under arm**
- **Load rounds in magazine with support hand**
- **Double check – SAFETY ON**
- **Secure weapon**

# TACTICAL MODE

- **Make weapon ready for a threat confrontation**
- **Remove from rack, muzzle in safe direction, verify SAFETY ON**
- **Depress action lock and rack action fully to the rear**
- **Release action lock and close action fully**
- **Weapon now has a round chambered and can be fired after the safety is disengaged**
- **Assume low ready position**



# **FIRING MODE**

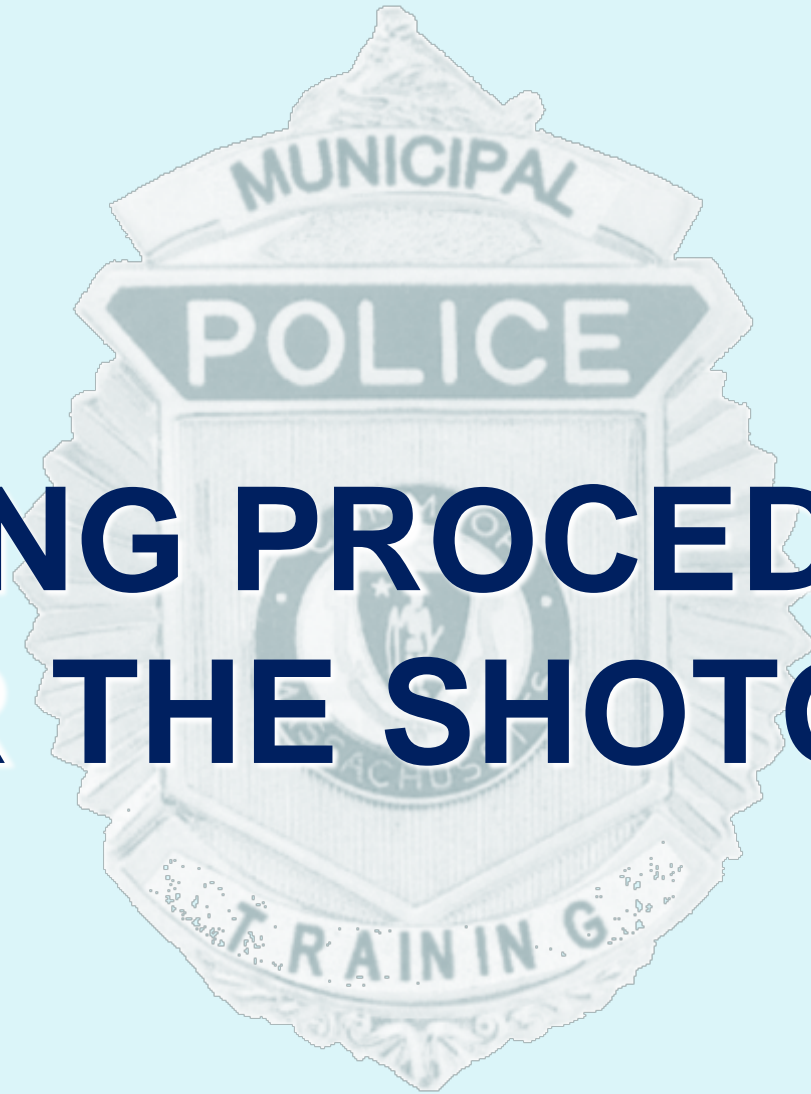
- **When the decision to employ deadly force has been made**
- **Safety pressed OFF (FIRE position)**
- **Double check what is behind threat (target)**
- **Finger ON trigger when on target**
- **Fire if necessary**

***The following slide contains a chart that outlines the properties of the four conditions of readiness.***

***These comparative properties should be committed to memory.***

# CARRY CONDITIONS – CLOSED BOLT WEAPONS

	CONDITION	COMPARATIVE PROPERTIES
<b>F I N G E R  O F F</b>	<b>SAFE</b>	<i>Action open – Chamber empty Magazine empty Safety “On”</i>
	<b>TRANSPORT</b>	<i>Bolt closed – Chamber empty Loaded magazine Safety “On”</i>
	<b>TACTICAL</b>	<i>Bolt closed Round in chamber Loaded magazine Safety “On”</i>
	<b>FIRING</b>	<i>Bolt closed Round in chamber Loaded magazine Safety “Off”</i>



# **LOADING PROCEDURES FOR THE SHOTGUN**

# ADMINISTRATIVE LOADING THE SHOTGUN TO TRANSPORT CONDITION



# **ADMINISTRATIVE LOADING THE SHOTGUN TO TRANSPORT CONDITION**

- 1. Verify empty condition of shotgun**
- 2. Close action, do NOT pull trigger**
- 3. Safety ON**
- 4. Comb of stock in armpit, loading port down**
- 5. With support hand, insert ammo into magazine  
- Make sure rim goes past shell stops**
- 6. Shotgun is now in TRANSPORT condition**

# TACTICAL RELOAD

- To replace rounds expended in gunfight
  - “Replace what you have shot”*
  - “Top Off”*
- Finger OFF trigger
- Performed with support hand
- Best performed behind cover
- Stay focused on threat, not on reload

# TACTICAL RELOAD



***REPLACE WHAT YOU SHOOT!***



**RELOAD WHAT YOU FIRED!**

**What's wrong with this picture?  
(Answer on next slide)**



**Answer:**

**Shooter's trigger finger is on the trigger. Movement of the shotgun while loading is likely to cause unintentional discharge.**



# EMERGENCY RELOAD

- Sometimes called as *“Combat Reload or Combat Load”*
- Performed when shotgun is shot dry, deadly force is still called for and transition to handgun is impractical
- Action is left open, depress muzzle
- Support hand drops 1 round into ejection port
- Close action and fire if necessary
- If not, finish reloading by Topping Off

# EMERGENCY RELOAD OPTION #1

(FROM THE BOTTOM)



# EMERGENCY RELOAD OPTION #1



# EMERGENCY RELOAD OPTION #2

## (OVER THE TOP)



# EMERGENCY RELOAD – OPTION #2



## EMERGENCY RELOAD OPTION #3



With bolt closed, load a round in the magazine, then cycle the round into the chamber.



# ADMINISTRATIVE DOWNLOAD

- The purpose of this technique is to remove a round from the chamber without cycling all the rounds through the action, when the presence of the shotgun is no longer tactically necessary.
- Downloading returns a shotgun to Transport Condition from Tactical Condition.

# **ADMINISTRATIVE DOWNLOAD**

## ***Pump Shotguns (1 of 3)***

- **This is an administrative technique, not done in a fight, so it is simplest to teach as right-handed technique only**
- **Safe direction, safety ON, clear of bystanders**
- **With left hand on the fore-end and right hand on the grip, activate the action bar release**
- **Bring the fore-end back ½ inch and STOP**

# **ADMINISTRATIVE DOWNLOAD**

## ***Pump Shotguns (2 of 3)***

- **Hold the stock against the torso with the right upper arm, put the right hand over the ejection port.**
- **Place the tip of the middle finger on the front of the ejection port opening and open the action HARD.**
- **Catch and pocket the round as it ejects**
- **Roll shotgun to dump the next round into hand**
  - **Do NOT touch the elevator/carrier**

# **ADMINISTRATIVE DOWNLOAD**

## ***Pump Shotguns (3 of 3)***

- **Pocket the round and check for an empty chamber**
- **Close the action**
- **Reload the 2 rounds into the magazine**

# **ADMINISTRATIVE DOWNLOAD**

## *Benelli and Remington Semi-Auto Shotguns*

- **Safe direction, safety ON, clear of bystanders**
- **Pull bolt handle slowly to rear until the cartridge cams out of the ejection port**
- **Pick round off extractor**
- **Close action**
- **Reload the round into the magazine**

# **ADMINISTRATIVE DOWNLOAD**

## *Mossberg 930 Semi-Auto Shotguns (1 of 2)*

- **Safe direction, safety ON, clear of bystanders**
- **Place receiver in left hand**
- **Extend left thumb to push the rounds in the magazine slightly deeper into the magazine. Try not to raise the elevator/carrier**

# **ADMINISTRATIVE DOWNLOAD**

## *Mossberg 930 Semi-Auto Shotguns (2 of 2)*

- **Pull bolt handle to rear**
- **Catch the round with the fingers of the left hand**
- **Close action**
- **Reload the round into the magazine**

# **UNLOADING PROCEDURE**

**(To completely empty the shotgun)**

- **Safe direction, safety ON**
- **Perform all steps in Download except reloading back to magazine**
- **Manipulate shell latches to release rounds in magazine one at a time**
- **Double check for empty chamber**
- **Visually confirm empty chamber & magazine**



# **UNLOADING PROCEDURE**

## **(Continued)**

- **This procedure works for most guns**
- **Fore-ends with rearward extensions, designed for sporting purposes, may not permit this technique. Remington Model 870s are particularly subject to this restriction**

**Double Check - Chamber Is EMPTY**



A faded, light blue logo for a Municipal Police Training program. The logo is shield-shaped with a decorative border. At the top, it says "MUNICIPAL" in a curved banner. Below that, "POLICE" is written in a dark banner. The center features a circular seal with a figure holding a scale and a sword, with "COMMONWEALTH OF MASSACHUSETTS" around it. At the bottom, "TRAINING" is written in a curved banner.

# USE OF COVER

# USE OF COVER

- **The purpose of using cover is to protect as much of the body as possible from incoming fire.**
- **This is generally best accomplished by shooting around the side of, not over the top of cover.**

# USE OF COVER - RIGHT SIDE



# USE OF COVER - LEFT SIDE



# USE OF COVER - STANDING



# USE OF COVER - KNEELING





# IMPROPER USE OF COVER



# TRANSITIONING TO HANDGUN

**Transition to the handgun when:**

- **The long gun displays some sort of stoppage, including being out of ammo and a deadly threat is still present**
- **The range is short enough that hits can be made with the handgun**
- **If the use of the handgun is not practical, the long gun must be restored to action, preferably from behind cover**
- **If at contact distance, the long gun may be used as an impact weapon**

# TRANSITIONING TO HANDGUN

**Transition to the handgun consists of two parts:**

- **Control of the long gun.**
  - **The long gun should not be dropped**
  - **Dropping is an impractical skill to practice**
  - **When the tactics of a fight are considered, moving away from the dropped long gun is not a desirable option**
  - **It may be restored to service with minimal attention, either by you or someone else**
- **HITTING with the handgun**

# TRANSITIONING TO HANDGUN



# TRANSITIONING TO HANDGUN



# TRANSITIONING TO HANDGUN



*Retention without using the sling  
in the muzzle down position*

# TRANSITIONING TO HANDGUN



*Retention without  
using the sling  
in the muzzle up  
position*

# TRANSITIONING TO HANDGUN



*Retention using the sling in the muzzle down position using one hand to stabilize the long gun and one to shoot the pistol.*



# TRANSITIONING TO HANDGUN



*Retention using the sling in the muzzle down position using both hands to shoot the pistol. The long gun is likely to slide off the shoulder onto the support arm causing a distraction to the shooter.*

## **QUIZ**

**Download the quiz, print it out and complete it.**

**Choose the best answer on the multiple choice questions.**

**Bring your quiz to the Shotgun range session.**

**You will have the opportunity to review and revise your answers based on material you get on the Shotgun range day.**