

- A. **PURPOSE.** To establish a procedure for carrying firearms in the Kent County Courthouse
- B. **SPECIFIC RESPONSIBILITY.** The Kent County Sheriff's Department is responsible for security at the Kent County Courthouse. It is the Sheriff's Department's policy to limit the possession of firearms in the Kent County Courthouse to law enforcement personnel that have a legitimate need to retain a firearm in conjunction with the performance of their official duties.
- C. **GENERAL PROCEDURE**
1. On-Duty, uniformed Grand Rapids Police Officers:
 - a. May be armed while conducting official business in the Kent County Courthouse.
 - b. May be required to present a police identification card to the Kent County Sheriff's Department's Security Detail upon entry to the building.
 - c. Should be prepared to produce a copy of a subpoena, summons, or other such document requiring a personal appearance in the Courthouse to the Kent County Sheriff's Department's Security Detail upon request.
 2. On-Duty, non-uniformed, armed Grand Rapids Police Officers shall:
 - a. Wear their Department issued identification card while conducting business in the Courthouse. This identification card shall be prominently displayed at all times while in the Courthouse.
 - b. Keep their weapons concealed at all times while inside the Courthouse.
 3. Officers who are conducting personal business in the Courthouse shall be out of uniform and unarmed. Gun lockers are provided by the Kent County Sheriff's Department's Security Detail for armed officers conducting personal business in the Courthouse.
 4. All firearms must be carried in a Department issued threat level II or greater holster while in the Courthouse.

5. All officers shall comply with all lawful policies, procedures, and orders issued by the Court or the Kent County Sheriff's Department's Security Detail.