



**Chapter:** Uniforms and Equipment  
**Subject:** 04-24 – Carrying Firearms and Ammunition  
**Effective:** April 19, 2022  
**Supersedes:** Official Order 71, Section 71.1.2, dated January 21, 2021  
**Distribution:** Department Members

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**PURPOSE:** This Order establishes department policy related to carrying firearms and ammunition.

#### **04-24-1 CARRYING FIREARMS AND AMMUNITION**

##### **A. On-Duty Carry**

- (1) Prior to their daily assignment, enforcement members and non-enforcement members authorized by the Director to carry a firearm on duty shall inspect all firearms being carried to ensure basic operability and proper ammunition before their daily assignment.
- (2) Except as otherwise provided in this Order, members shall not possess or carry personal firearms while on duty.
- (3) Except as otherwise provided in this Order, all department-issued firearms being carried by an enforcement member or non-enforcement member authorized by the Director to carry a firearm on duty shall be loaded to capacity with department-issued ammunition.
- (4) Pistols
  - a. Except as otherwise provided, all enforcement members shall carry their primary firearm and secondary firearm while on duty and in uniform. Enforcement members are required to wear the department-issued double-magazine pouch with department-issued magazines loaded to capacity.
    - i. Enforcement members who carry the secondary firearm inside their pocket shall use the inside the pocket holster that was issued to them.
  - b. All enforcement members assigned to non-uniform or administrative positions shall carry either their primary firearm or their secondary firearm.
  - c. All enforcement members assigned to non-uniform positions are encouraged to carry their primary firearm but are authorized to carry their secondary firearm.
  - d. All enforcement-members assigned to non-uniform positions are encouraged to carry two department-issued magazines loaded to capacity, but it is not required.

- e. All non-enforcement members authorized by the Director to carry a firearm on-duty may carry their firearm as authorized. They shall also comply with all laws, policies, and procedures with regards to the carrying of the firearm.

(5) Shotguns and Rifles

- a. All enforcement members assigned to patrol duty in department vehicles shall carry at least one department-issued shotgun or rifle.
- b. Department-issued shotguns and rifles shall be equipped with an Ordnance Unit-approved sling. Slings shall not be removed from department-issued shotguns and rifles.
- c. When outside the vehicle and use of the shotgun or rifle is anticipated, enforcement members shall use the sling.
- d. Department-issued shotguns carried in department vehicles shall have the safety on, chamber empty, and the magazine tube and side saddle loaded to capacity. Shotguns shall be accompanied by a department-issued case containing 25 rounds of shotgun ammunition.
- e. Department-issued rifles carried in department vehicles shall have the safety on, chamber empty, action closed, and the magazine loaded with 28 rounds of ammunition inserted into the rifle. Rifles shall be accompanied by a department-issued case containing at least two magazines loaded with 28 rounds of ammunition. Departmental approved rifle magazines shall be loaded with 28 rounds of ammunition for a total of at least two magazines.
- f. A round shall only be chambered when immediate use of the shotgun and rifle is anticipated.
- g. When immediate use of the shotgun and rifle is no longer anticipated, enforcement members shall remove any chambered rounds.

B. Shotgun and Rifle Storage

- (1) Department-issued shotgun and rifles shall be securely stored when not in use.
- (2) For enforcement members starting and ending their shift at the post or detachment, shotgun and rifles shall be stored in locked gun rooms or cabinets at the worksite where they are assigned at the end of every shift.
- (3) Shotgun and rifles shall be stored with the chamber empty, safety on, uncased, in an upright position in a rack so as to prevent damage. The magazine inserted into the rifle shall be removed and stored in the case. Rifles shall be stored with the action and dust cover closed.
- (4) For enforcement members participating in the Assigned Vehicle Program, department-issued shotgun and rifles can be stored inside of the vehicle's trunk or inside of their residence when the enforcement member is off duty.
  - a. Enforcement members assigned a SUV shall ensure their shotgun and rifles are not visible in the interior passenger compartment or the shotgun and/or rifle shall be stored inside of their residence when the enforcement member is off duty.
  - b. If the enforcement member is absent from their residence and vehicle for an overnight period, the shotgun and rifles shall be removed from the vehicle and stored inside a secure location.

- c. Assigned shotguns and rifles shall be returned to the post or detachment when the enforcement member is absent from their residence for five consecutive days.

C. Security of Firearms

- (1) Enforcement members and non-enforcement members authorized by the Director to carry a firearm on-duty shall take appropriate measures to ensure that their firearms are safely carried, handled, and stored both on and off duty. Firearms shall not be left where they may fall into the hands of unauthorized persons.
- (2) In an effort to provide security for department-issued firearms while enlisted and motor carrier officers are away from home, all enlisted and motor carrier officers are encouraged to secure department-issued firearms not in their possession at their worksite during vacation periods or pass days when they will be away from their residence.
- (3) Members shall not store firearms, including personal firearms, in vehicles parked on state owned property unless authorized by their worksite commander.
- (4) Members authorized to leave firearms in unattended personal vehicles shall not do so unless the firearm is concealed (not in plain view) and the vehicle's doors are locked.

D. Firearm Loss or Theft

When a department-issued firearm is lost or stolen, the member to whom the firearm is issued (or in the case of firearms issued to a work unit, the worksite commander) shall immediately do the following:

- (1) Notify the worksite commander (or the district/division commander in the case of a firearm issued to a work unit).
- (2) Have a police report completed.
- (3) Ensure that the firearm is entered into LEIN/NCIC with the Michigan State Police listed as the owner.
- (4) Notify the Operations Section of the loss/theft of the firearm via LEIN administrative message.
- (5) Contact the Quartermaster and request to be issued a replacement firearm.
- (6) Complete a Memorandum UD-040 that details the circumstances of the loss/theft of the firearm and includes the name of the department taking the loss/theft report and their incident number. This memorandum shall be submitted through channels to the Director and a copy sent to the Quartermaster and the Professional Standards Section.

E. Off-Duty Carry

(1) Enlisted Members

- a. Every enlisted member of the department shall carry their department-issued primary or secondary pistol while off duty, except:
  - i. A pistol shall not be carried by any enlisted member who has a bodily alcohol content of .02 grams per 100 milliliters of blood, per 210 liters of breath, or per 67 milliliters of urine or more.

- ii. An enlisted member who has any bodily alcohol content may secure the pistol in the locked trunk of their motor vehicle or another motor vehicle in which they are a passenger. If the motor vehicle does not have a trunk, the pistol may be secured unloaded in a locked compartment or container that is separated from the ammunition for that pistol. If on a vessel, the pistol may be secured unloaded in a locked compartment or container that is separated from the ammunition for that pistol.
  - iii. Enlisted members not required to carry a department-issued firearm while off-duty.
  - iv. On property where the possession of a firearm is prohibited, enlisted members may secure the pistol in the locked trunk of their motor vehicle or another motor vehicle in which they are a passenger. If the motor vehicle does not have a trunk, the pistol may be secured in a locked compartment or container. If on a vessel, the pistol may be secured in a locked compartment or container.
  - v. Enlisted members shall not carry department-issued firearms out of state except in the course of department investigations, departmental approved training, or when approved by the Director or their designee.
  - vi. While on authorized vacation or leave of absence.
- b. Off-duty enlisted members shall carry their Michigan Department of State Police Identification Card when carrying a firearm off-duty and may also choose to carry a badge.
  - c. A department-issued firearm carried off duty in public places shall be concealed in order to prevent public concern, alert potential threats to the presence of law enforcement and to reduce the possibility of accidental confrontations with other law enforcement officers.

(2) Motor Carrier Officers

- a. While enroute to or from their work assignment, motor carrier officers are authorized to carry their department-issued firearms regardless of whether they are in uniform. Motor carrier officers are not authorized by the department to carry department-issued firearms at any other time.

(3) State Properties Security Officers

- a. State properties security officers are not authorized by the department to carry department-issued firearms while off-duty, including while enroute to or from their work assignment.

(4) Non-Enforcement Members Authorized by the Director to Carry a Firearm On-Duty

- a. Non-enforcement members authorized by the Director to carry a firearm on-duty shall not carry their department-issued firearm while off-duty.

F. Concealed Pistol License (CPL)

- (1) Members of the department are permitted to obtain a CPL but doing so is not required for employment.
- (2) Having a CPL does not absolve the member of the responsibility to remain in strict compliance with all department rules and regulations.

- (3) Enlisted members are exempt from the CPL laws and are not required to obtain a license to carry a firearm off-duty.
- (4) Motor carrier officers and state properties security officers may obtain a CPL to carry a firearm off-duty, but they shall not carry a department-issued firearm off-duty except under the circumstances permitted above.

G. Flying While Armed

- (1) The United States Department of Homeland Security, Transportation Security Administration (TSA) administers the Federal Law Enforcement Flying While Armed program (<https://www.tsa.gov/travel/law-enforcement>). The TSA can be reached at (855) FLY-LEOS.
- (2) Enlisted members who have a need to fly on board commercial aircraft while armed shall submit their requests for approval through their chain of command to their bureau commander for approval.
- (3) To qualify to fly on board commercial aircraft while armed, an enlisted member must have an operational need to do so. The Transportation Security Administration recognizes the following operational needs which justify flying while armed:
  - a. The member is assigned to a protective duty as a principal or advance team, or on travel required to be prepared to engage in a protective function.
  - b. The member is engaged in a hazardous surveillance operation.
  - c. The member is on official travel with a requirement to report to another location armed and prepared for duty immediately upon landing.
  - d. Escorting an in-custody prisoner, or on a round trip ticket returning from escorting or traveling to pick up a prisoner.
- (4) Enlisted members approved to fly armed shall complete the Law Enforcement Officers Flying Armed training. The Law Enforcement Officers Flying Armed training material is provided by the United States Department of Homeland Security, Transportation Security Administration.
- (5) Enlisted members approved to fly armed must submit a National Law Enforcement Telecommunications System (NLETS) message prior to travel. The NLETS message shall be forwarded through district/division commanders to the Operations Section for transmission.
  - a. Information regarding the contents of the NLETS message will be provided to enlisted members as part of the required Law Enforcement Officers Flying While Armed training.
  - b. Failure to submit the NLETS message will result in denial to the sterile area of a commercial airport.

DIRECTOR

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**Annual Review Responsibility:** Organizational Development Division

**Accreditation Standards:** CALEA 1.2.2, 4.3.1 F, and 4.3.5 G