MULTNOMAH COUNTY
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1345.00 – Weapons Administration

Refer:

- 27 CFR § 478.98 Sales or Deliveries of Destructive Devices and Certain Firearms
- ORS 166.210 Definitions
- ORS 166.272 Unlawful possession of machine guns, certain short-barreled firearms and firearms silencers
- ORS 181A.708 Use of tools in crowd management
- Agency Policy 605.00 – Use of Force
- Agency Policy 1710.00 - Firearms Qualification
- Firearms Transfer Report Form
- ***Agency Recognized Firearms Training Facilities***
- NWAA: 1.3.3, 1.3.5, 1.3.6

Definitions:

- Agency Approved Lock Box – A container or tool for weapon storage ***and Specialized Duty Gear***, approved by the Training Unit, to prevent unauthorized access. An Agency Approved Lock Box may include but is not limited to Training Unit approved safes, lockers, secondary trunks, and locking mounts.

- Ammunition – Projectiles, along with their fuses and primers, which may be fired from a firearm.

- Baton – An authorized instrument designed for blocking, jabbing, striking, or to apply control holds while engaged in official action. Also known as an impact weapon not intended or likely to cause death of a subject.

- Certified Armorer (CA) – A person who has successfully completed armorer training in a weapons system currently used by members and is designated as an approved armorer by the Training Unit.

- Certified Instructor (CI) – A person who has successfully completed an instructor school in a weapons system and is currently designated as a weapons system instructor by the Training Unit. Certified Instructors may only qualify members in the weapons system in which they are certified.

- Conducted Electrical Weapon (CEW) – Is a less lethal system capable of delivering electrical energy designed to cause involuntary muscle contractions

and overrides the subjects voluntary muscle responses.

- Firearm – A weapon, by whatever name known, which is designed to expel a projectile by the action of a powder.

- Handheld Chemical Incapacitant – Means the following, together or separately:
  - Handheld munitions and devices specifically designed to cause temporary pain, temporary irritation, temporary disruption of vital processes, temporary incapacitation, temporary disability or permanent harm through the toxic properties of toxic chemicals, or their precursors, that would be released as a result of the employment of the handheld munitions and devices; and
  - Any equipment specifically designed for use directly in connection with the employment of handheld munitions and devices as described directly above.
  - Handheld Chemical Incapacitant does not include tear gas.

- Kinetic Impact Projectiles – All nonlethal, less-lethal or semi lethal projectiles, including but not limited to rubber and plastic bullets, beanbag rounds, sponge rounds and pellet rounds.

- Less-lethal Launcher – Sheriff's Office-issued launcher capable of delivering kinetic impact projectiles. Sheriff's Office-issued shotguns designed as less lethal launchers will be conspicuously marked.

- Primary Firearm – Sheriff's Office-approved firearm carried on duty.

- Secondary Firearm – Sheriff's Office-approved firearm other than the primary firearm that is carried in a concealed manner as a backup firearm.

- Secure Facility – As used within this Policy, Secure Facility refers to a jail, correctional facility, or temporary holding facility.

- ***Specialized Duty Gear – Includes, but is not limited to protective equipment and tools, such as body armor, radios, and computers.***

Policy:

1. This policy governs the authorization, safe management, secure storage, inspection, maintenance and issuance of Sheriff's Office-approved weapons.

2. The safe handling of firearms is paramount, and members will be held to the strictest of standards regarding firearm safety. Members are required to always exercise due caution while loading, unloading, transporting and storing firearms. Firearms shall be loaded and unloaded in the designated safe areas within each facility or division as prescribed by the Training Unit.

3. Agency Policy 605.00 - Use of Force, governs the use of all Sheriff's Office-issued weapons and any other weapon used in the exercise of public safety powers.

4. Members in probationary status and members who return from unarmed status are required to successfully complete weapons training and qualify before they are permitted to carry and use respective weapon(s).

Procedure:

1. Firearms:
    1.1. All sworn members shall carry one Sheriff's Office-authorized primary firearm, whether in uniform or in plain-clothes assignments. A Unit Manager may grant an exception to this firearm requirement based on operational need (e.g., undercover, training, or a post that doesn't require a firearm).
        1.1.1. While in uniform, members are authorized to carry:
            1.1.1.1. Glock 17, 9mm parabellum.
            1.1.1.2. Glock 19, 9mm parabellum.
            1.1.1.3. Glock 47, 9mm parabellum.
        1.1.2. While in a plain clothes assignment, members are authorized to carry:
            1.1.2.1. Glock 17, 9mm parabellum.
            1.1.2.2. Glock 47, 9mm parabellum.
            1.1.2.3. Glock 19, 9mm parabellum.
            1.1.2.4. Glock 26, 9mm parabellum.
            1.1.2.5. Glock 48, 9mm parabellum.
        1.1.3. All Glock firearms carried on duty shall be black in color.
        1.1.4. All sworn members in a uniform assignment shall use ***an*** MCSO issued holster specified by the Training Unit while on duty.

    1.2. Primary Firearm:
        1.2.1. Issuance:
            1.2.1.1. Primary duty firearms (Glock firearms) shall be issued to all sworn members who have successfully qualified with the primary duty firearm.
        1.2.2. Modifications:
            1.2.2.1. Non-factory sights, such as high visibility or night-sights, are authorized at the member's expense and must be approved by the Training Unit and installed by a certified instructor or certified armorer. The member shall qualify with the non-

factory sights prior to carrying the firearm on duty.

1.2.2.2. Slip-on or adhesive-type grips that are of a non-permanent nature are authorized at the member's expense.

1.2.2.3. Members may have the following Glock factory parts installed by a certified firearms instructor or certified armorer: extended slide stop lever, extended magazine release, and a +2-magazine floor plate.

1.2.2.4. The slide, frame, or internal parts of the firearm shall not be modified in any way, except in the course of repair by a certified firearms instructor or certified armorer.

1.2.2.5. Only Glock factory parts shall be used in the firearm, except as outlined in this section.

1.3. Secondary Firearm:

1.3.1. Within the parameters of this policy, sworn members may choose to carry one secondary firearm, but are not required to do so.

1.3.1.1. A member may request to carry more than one secondary firearm. All requests to carry additional secondary firearms must be submitted in writing to the respective Division Chief.

1.3.2. All secondary firearms are subject to approval of the Sheriff or designee (Training Unit) before any member of the agency may use or possess a secondary firearm while on duty.

1.3.3. No secondary firearm will be carried on duty until the member has successfully completed qualification requirements as prescribed by the MCSO Training Unit.

1.3.4. It shall be the responsibility of the member to submit the firearm to the certified firearms instructor designated by the Training Unit for inspection prior to being carried. Thereafter, the firearm shall be subject to periodic inspection by the Training Unit.

1.3.5. No firearm will be carried on duty that has not been inspected by a certified firearms instructor or qualified armorer for that class of firearm of the Training Unit, pursuant to qualification requirements.

1.3.6. The firearm must be a double action revolver or a semi-automatic pistol. Additionally, the revolver or pistol must have a minimum capacity of at least five (5) rounds. The revolver or pistol shall be a .38 caliber Special (Spc), .380 caliber Automatic Colt Pistol (ACP), .40 caliber Smith & Wesson

(S&W), .45 caliber ACP, or 9mm caliber Parabellum.

1.3.7. Secondary firearms shall be carried in a holster and in a concealed manner.

1.3.8. No modification shall be made to any secondary firearm unless approved and inspected by a certified instructor.

1.3.9. The approved secondary firearm should be used only when reasonably necessary based on the totality of the circumstances, and/or the primary firearm is not available, inaccessible, or inoperable.

1.3.10. At all times whether on or off duty, members are responsible for maintaining secure control of all primary and secondary firearms to prevent unauthorized access. When not carried on the person, members shall utilize an Agency Approved Lock Box.

1.4. Shotgun:

1.4.1. Only shotgun qualified members, upon supervisor approval, shall carry a MCSO issued shotgun.

1.4.2. While on duty, members shall only use MCSO issued shotguns.

1.4.3. When not in use, the shotgun shall be stored in an approved armory in the following conditions: action open, safety on, and verified to have an empty chamber and unloaded magazine tube.

1.4.4. When checking out a shotgun from the armory or secure storage area, members shall conduct a function check to ensure the shotgun is working properly.

1.4.5. At the beginning of their shift, members shall load the magazine tube of the shotgun with only 00 buckshot ammunition or only rifled slug ammunition. Members shall not have a combination of these two rounds loaded in the magazine tube. If tactically feasible, members should utilize the most appropriate type of ammunition based on the totality of the circumstances.

1.4.6. At the beginning and end of shift, the shotgun shall be loaded and unloaded in the designated safe areas as prescribed by the Training Unit.

1.4.7. A Shotgun Issue Log shall be maintained in secure areas to record the daily issuance and check-in of shotguns. The log shall be reviewed during each shift by a supervisor.

1.5. ***Rifle:***

1.5.1. Only ***rifle*** qualified members, upon supervisor approval, shall carry MCSO issued and individually assigned ***rifles***.

1.5.2. ***Rifles*** are issued after members have received Training Unit

approved rifle training. Once members are issued ***rifles,*** they shall ensure that ***the rifle is*** secured in a controlled manner, consistent with training.

1.5.3. While on duty, members shall only use MCSO issued ***rifles***.

1.5.4. Optional optics for ***rifles*** include:

1.5.4.1. Aimpoint PRO or Aimpoint RDS, co-located with flip-up iron sights.

1.5.4.2. Other ***sighting*** systems from an approved list provided by the Training Unit may be purchased at the Deputy's expense. The Deputy must zero and qualify with their approved optic prior to being carried on duty. This approved optic shall be inspected by a certified armorer prior to deployment to ensure proper installation.

1.5.5. Members carrying a ***rifle*** are responsible for checking operability at the start of each shift.

1.5.6. ***Rifles*** shall be loaded into the carry condition and unloaded in the designated safe areas as prescribed by the Training Unit.

1.5.7. When not in the carry condition, all ***rifles*** shall be unloaded with a yellow safety block inserted into the magazine well, the action locked open, and with the selector in the safe position.

1.5.8. Members shall store ***rifles*** in a lockable rifle case or a lockable gun safe while at the residence.

1.5.9. Issuance of short-barreled rifles fall within legal parameters of the Oregon Revised Statutes, federal National Firearms Act (NFA) and the National Gun Control Act (NGCA). Sworn members are issued short-barreled rifles only by the Training Unit and shall comply with NFA and NGCA requirements before possessing this firearm.

1.5.10. To monitor compliance, the Inspections Unit ensures that MCSO maintains compliance with federal reporting requirements***.***

1.5.11. The Inspections Unit conducts an annual inventory of all agency issued firearms.

2. Carry of Knives:

2.1. Sworn members may carry fixed-blade knives on any portion of their uniform provided:

2.1.1. The sheath or holster provides a reasonable degree of retention (i.e., snap closure around handle, molded kydex sheath with click-in retention, etc.), and a reasonable effort is made to conceal the location of the knife so that the only

visible portions of the knife are the handle or gripping surface of the blade. Fixed-blade knives shall be carried in a sheath or within a pouch or other carrying option which protects the member from injury caused from inadvertent blade impact.

2.1.2. Knives shall not be carried in controlled environments within the jails.

2.2. Sworn members may carry foldable knives on any portion of their uniform provided a reasonable attempt is made to conceal the body of the knife in a manner akin to that of carrying a pocket knife with a clip.

2.2.1. The above sections do not apply to members of the East County Special Weapons and Tactics (SWAT) Team or Corrections Emergency Response Team (CERT) during the performance of specific tactical operations and training; however, all sworn members shall be cognizant of the additional officer safety aspects of placement of knives on their person.

3. Less Lethal Weapons:

3.1. Mandated Defensive Tool Options.

3.1.1. Members in uniform, outside of a Secure Facility, that are certified to carry a county issued firearm shall carry both their firearm and two (2) less lethal options (i.e., TASER, OC, or batons). Prior to carrying any defensive tool or weapon, the member shall receive certified initial training for that specific tool and complete ongoing re-certification as required.

3.2. Conducted Electrical Weapon (CEW).

3.2.1. Only trained and certified members are authorized to carry a CEW.

3.2.2. Members authorized for possession and use of Conducted Electrical Weapons shall attend refresher training to occur at least every two (2) years.

3.2.3. Certified members shall only carry MCSO issued CEWs and cartridges.

3.2.4. All Law Enforcement members of the rank of deputy and sergeant in a uniform assignment shall carry a CEW, unless granted an exception by the respective Division Chief. All members at the rank of lieutenant and above may carry a CEW, if preferred. For all other units, the carrying of a CEW remains at the discretion of the Unit Manager.

3.2.5. CEWs shall be carried on vests or on the support side while on a member's duty belt and must be drawn with the support hand.

3.2.6. All CEW holsters must be approved by the Training Unit.

3.2.7. At all times whether on or off duty, members are responsible for maintaining secure control of the CEW to prevent unauthorized access. When not carried on the person, members shall secure the CEW in an Agency Approved Lock Box.

3.3. Handheld Chemical Incapacitants.

3.3.1. Members shall be trained in the use of Handheld Chemical Incapacitants prior to issuance.

3.3.2. Members authorized for possession and use of Handheld Chemical Incapacitants shall attend a refresher training to occur at least every two (2) years.

3.3.3. All members in a uniform assignment shall carry MCSO issued Handheld Chemical Incapacitants in a manner such that the tool is immediately available for use, if necessary.

3.3.4. At all times whether on or off duty, members are responsible to maintain secure control of the Handheld Chemical Incapacitant to prevent unauthorized access. When not carried on the person, members shall secure the Handheld Chemical Incapacitant in an Agency Approved Lock Box.

3.4. Less Lethal Launchers and Kinetic Impact Projectiles.

3.4.1. Only members trained on and certified in MCSO issued less lethal launchers and kinetic impact projectiles are authorized to carry and use these tools in their designated capacity.

3.4.2. While on duty, members shall only use MCSO issued less lethal launchers and kinetic impact projectiles.

3.4.3. Members who are certified to carry the less lethal launcher and non-patrol specialty projectiles may carry those projectiles on patrol when authorized by the Unit Manager.

3.4.4. Less lethal launchers shall be loaded with MCSO issued kinetic impact projectiles stored on the launcher at designated safe areas. Certified members are required to visually and physically inspect each specialty round during loading.

3.4.4.1. Members of specialty units may be required to load less lethal projectiles in unique circumstances outside of the designated safe areas; therefore, the provisions of this section do not apply to these assignments.

3.4.5. Specialty Projectiles.

3.4.5.1. Only trained and certified members are

authorized to carry specialty projectiles.

3.4.5.2. Members authorized for possession and use of specialty projectile weapons shall attend a refresher training to occur at least every two (2) years.

3.4.5.3. Certified members shall only carry MCSO issued specialty projectiles, unless authorized otherwise by the Sheriff or designee.

3.4.5.4. All certified members shall carry specialty projectiles when authorized to do so in the performance of their duties as required by that specialty unit and/or at the discretion of the incident commander.

3.4.5.5. Specialty projectiles shall be stored in a safe and secure manner in the less lethal weapon's supplied carrier, if available.

3.4.6. While on duty, members are responsible for securing the less lethal launcher during transport in patrol vehicles.

3.4.7. All less lethal launchers and ammunition shall be removed from vehicles and stored in their respective armory when not in use or at the end of shift.

3.5. Less Lethal Impact Weapons.

3.5.1. Members authorized to use a less lethal impact weapon, including but not limited to batons and long batons, shall receive training on the use of that weapon at least every two (2) years.

4. Specialized Weapons:

4.1. The Sheriff may authorize, in writing, specialized firearms and ammunition for use by specialty units that are not authorized for all members. Only members assigned to these specialty units, while in that assignment, may use the special firearms authorized for that unit.

4.2. If a member leaves a specialty unit, it is that member's responsibility to return all specialized equipment within five (5) working days to the unit that issued the equipment. The supervisor must affirmatively acknowledge that all weapons/equipment are returned by the departing member. This may be done by agency email copied to their respective Unit Manager.

5. Ammunition:

5.1. Members shall only use MCSO issued and authorized ammunition while on duty.

5.2. All magazines for the primary firearm shall be loaded to capacity.

5.2.1. Members are required to carry at least two (2) magazines in addition to the magazine in their primary firearm while in uniform.

5.2.2. Members are required to carry at least one (1) magazine in addition to the magazine in their primary firearm while in a plain clothes assignment, unless exempted by their Unit Manager.

5.3. Members shall be issued new duty ammunition at least annually.

5.4. The Training Unit shall determine which ammunition is authorized, subject to the approval of the Sheriff.

6. Training:

6.1. The Training Unit shall approve training and certification courses for every MCSO issued or approved weapon.

6.2. The Training Unit provides both new hire instruction/training, as well as remedial training.

6.3. The Training Unit shall provide an Agency Approved Lock Box for all members required by the MCSO to carry and store weapons. Lock boxes shall be sufficient in size to meet the storage requirements outlined herein.

7. Weapons Cleaning and Maintenance:

7.1. ***Members*** shall clean their weapons(s) ***and maintain them*** in a manner that is consistent with Training Unit prescribed standards.

7.2. Firearms that are the property of the agency shall be repaired only by a certified armorer in the repair of that specific type of firearm, or a qualified contractor retained by the Sheriff's Office.

7.3. Any firearm authorized by the agency to be carried on-duty or off-duty and found to be malfunctioning or needing service shall not be carried and shall be promptly presented to a certified armorer or the Training Unit for inspection. Any firearm determined to need service or repair during an inspection will be immediately removed from service. If the firearm is the member's primary duty firearm, a replacement firearm will be issued to the member until the duty firearm is rendered serviceable.

7.4. All maintenance and repair documentation is the responsibility of the

Training Unit and that unit will keep on file such documentation for each firearm.

8. Safe keeping and handling:
   8.1. Vehicle storage of primary and secondary firearms, shotguns, ***rifles,*** and less lethal launchers.
      8.1.1. Any weapon issued by the Sheriff's Office or personally owned shall not be left in any County vehicle without securing the weapon in/with an Agency Approved Lock Box ***or vehicle weapon mounting lock.***
      8.1.2. Simply locking the firearm in a county vehicle without a secondary lock is prohibited.
      8.1.3. When a weapon is secured in a vehicle, members shall lock their vehicles when the vehicle is left unattended. If a member is unable to lock the vehicle under exigent circumstances, members shall make reasonable efforts to have the vehicle locked as quickly as possible.
      8.1.4. If a vehicle has weapon***/s*** secured inside but is towed, parked in a service garage, or left unattended for an extended period of time, members shall immediately ensure that the weapon***/s are removed from the vehicle and secured.***

9. Member Responsibility:
   9.1. Members shall:
      9.1.1. Maintain individually issued weapon(s). Members shall store their weapons in a secure manner.
      9.1.2. Follow the rules and regulations of correctional facilities regarding carrying and storing of firearms.
      9.1.3. Exercise due care in securing and storing their weapons while off duty to prevent unauthorized access.
      9.1.4. If authorized by the MCSO to carry weapons, notify the Training Unit if they have not been issued an Agency Approved Lock Box, or if their Agency Approved Lock Box needs to be repaired or replaced.

   9.2. Members shall not:
      9.2.1. Carry a firearm if they are impaired by intoxicants.
      9.2.2. Unnecessarily brandish any firearm.
      9.2.3. Store any firearm on County premises, except where the place of storage is locked.

   9.3. Members are required to report, as soon as feasible, the intentional or unintentional discharge of a County issued weapon in the following situations:

9.3.1. Incident occurred while on duty (not including weapons training when discharge involved planned discharge).

9.3.2. Incident occurred while member was off duty ***(not including weapons training when discharge involved planned firearms training conducted at an established commercial firearms range or Agency recognized firearms training facility).***

9.3.3. In such circumstances, a written report is mandatory unless otherwise directed by policy.

10. Supervisors:

10.1. Supervisors are responsible for monitoring issuance procedures for weapons that are not assigned on an individual basis. Supervisors shall determine when members are required to carry additional weapons, such as the shotgun and less lethal launcher.

10.2. Supervisors are authorized to carry additional kinetic impact projectiles, upon approval from the Sheriff or designee. All 12-gauge kinetic impact projectiles will be in original factory packaging for distribution to certified members during a specific tactical incident.

10.3. Supervisors are responsible for securing all weapons (shotguns, ***rifles,*** less lethal weapons) for members who have been injured or are unable to return their weapon(s) to the armory.

11. Unit Manager Responsibilities:

11.1. Unit managers shall ensure that their assigned members are provided with the opportunity to comply with all aspects of this policy, including the weapons cleaning and maintenance section of this policy.

11.2. Unit managers shall ensure that armories established at their units meet the minimum following requirements:

11.2.1. Ensure procedures are in place to address storage protocols of weapons, the maintenance of a sign-in/sign-out log, and requirements of members prior to signing weapons in or out.

11.2.2. Managed by a certified armorer responsible for inventorying and servicing weapons.

11.2.3. Restricted entry to authorized members only.

11.2.4. Prohibit the storage of loaded weapons.

11.2.5. Ensure weapons are ***secured*** when not in use.

11.3. Unit managers shall have the discretion to issue and assign less

lethal weapons to any certified members in the Unit. Unit managers shall ensure that less lethal launchers are assigned in a manner that optimizes their continuous availability for emergency deployments.

11.4. Any firearm, less lethal launcher or CEW in need of reassignment shall be transferred to the Training Unit and entered into the agency's inventory.

12. Tracking of Sheriff's Office Weapons:

12.1. The Inspections Unit is responsible for the receiving and auditing of all agency owned weapons. The Inspections Unit shall:

12.1.1. Process and inventory all agency-owned weapons prior to the weapons being placed into Sheriff's Office service.

12.1.2. Conduct a semi-annual weapons inventory for Corrections and Law Enforcement with the assistance of facility armorers and an assigned member from the Law Enforcement Division. Inventories shall be provided to the Training Unit upon completion.

12.1.2.1. Changes in personnel (i.e., facility armorers and the assigned LE member) shall prompt a weapons inventory in the area with the change.

12.2. The Training Unit is responsible for issuing, inspecting, maintaining, transferring, and tracking weapons. Semiannual inspections of all issued handguns, shotguns, and rifles other than those assigned to specialty units (SWAT, CERT) will be conducted by the Training Unit during range instruction. All Less Lethal Launchers and munitions in the Law Enforcement Division will be inspected and inventoried semi-annually by an armorer appointed by the Chief Deputy.

12.3. The Training Unit shall maintain a database of all agency owned weapons that consist of weapon descriptions (to include weapon make, model, serial number, storage location) and allow access to the Inspections Unit upon request. The Training Unit manager or designee shall:

12.3.1. Procure, inventory, track and issue CEWs and cartridges, less lethal launchers, kinetic impact projectiles, ***rifles*** and shotguns to other units.

12.3.2. Approve all modifications to primary firearms, shotguns, ***rifles,*** and less lethal launchers. Members shall not make any modifications without written authorization from the Training Unit manager unless otherwise allowed within

this policy.

12.3.3. When a weapon no longer meets Agency requirements or serves official purposes, the Training Unit will dispose of the weapon in coordination with the Inspections Unit.

12.3.4. Weapon inspections within specialty units (SWAT and CERT) will be conducted at least annually by an armorer assigned by the Chief Deputy of the respective division. Inspection reports will be sent to the Training Unit.

12.4. The Inspections Unit shall also maintain documentation of all agency- owned weapons and suppressors***.*** Prior to transferring any weapon to the Training Unit, the Inspections Unit shall physically inspect the firearm and verify the serial number, manufacturer, and model of each new Sheriff's Office weapon or ***suppressor.***

12.5. Under no circumstances will a weapon be transferred from an individual member to another member, without the weapon being first transferred back to the Training Unit, the only exception to this requirement is addressed in Subsection 12.6. below. The Firearms Transfer Report Form shall also be used when an individual transfers a weapon to the Training Unit, including weapons that are transferred to the Training Unit for repair.

12.5.1. Any member transferring a weapon shall ensure the Firearms Transfer Report Form is completely filled out, clearly identifying the serial number and securing the signature of the member receiving the weapon.

12.6. Any firearm assigned to a unit or division shall be assigned to the facility armorer and accounted for by the administrative or supervisory sergeant within that unit or division. The Firearms Transfer Report Form shall be used when the administrative or supervisory sergeant transfers the weapon to an individual member***. Any change to the armorer, administrative or supervisory sergeant shall be reported to the Training Unit.***

12.7. Units requesting the purchase of Sheriff's Office Weapons shall submit a completed MCSO Universal Order Form to their respective Chief for approval. The Division Chief shall forward approved forms to the Inspections Unit. To ensure that MCSO complies with federal regulations, members requesting the agency purchase fully automatic firearms and***/or*** suppressors must also submit a memorandum to the Sheriff through their respective chain of command. The memorandum shall contain:

12.7.1. The reasons why there is a reasonable necessity to

purchase or otherwise acquire the device or weapon, and

12.7.2. That receipt or possession of the device or weapon would be consistent with public safety.

12.8. Any inventoried weapon that is the subject of a transfer to another law enforcement agency or traded to an authorized licensed dealer shall be documented on a Firearms Transfer Report Form.

12.9. Weapons unaccounted for shall be immediately reported in writing to the ***Division*** Chief***, Training Unit*** and to the Inspections Unit.

13. Off Duty Firearms:

13.1. The carrying and using of firearms by members while off duty based on their authority as public safety members is permitted by the Sheriff. The Sheriff may rescind the privilege should circumstances dictate (e.g., administrative leave, disciplinary action).

13.2. Members shall always carry their Sheriff's Office identification when armed and in public, whether on duty or off duty.

14. Forfeit and Replacement of Firearms:

14.1. When a member's firearm is confiscated for investigative purposes, the member may be provided a Sheriff's Office owned firearm that is the same make, model, and caliber for temporary use.

History:

- Original Policy Enacted: 04/28/2025 (Comprehensive Stakeholder Review)
- Next Review Date: 04/28/2027 (Internal Review)
- Review By: Executive Office / Training Unit
- ***Reviewed: 10/23/2026 (Internal Review)***
  - ***Updates in bold italic font***
- ***Next Review: 10/23/2028 (Comprehensive Review)***
- ***Review By: Executive Office & Training Unit***