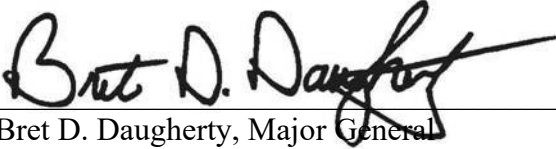


**Unified Washington Military Department and National Guard Policy  
No. 23-03**

<b>Title</b>	Possession of Firearms and Dangerous Weapons on Washington Military Department Property
<b>References</b>	Army Regulation 190-11, Physical Security of Arms, Ammunition, and Explosives, January 17, 2019 Air Force Instruction 31-101, Integrated Defense, April 10, 2023 5 U.S.C. § 552, The Freedom of Information Act 5 U.S.C. § 552a, The Privacy Act of 1974 (as amended) 18 U.S.C. § 930, Possession of Firearms and Dangerous Weapons in Federal Facilities Revised Code of Washington 9.41, Firearms and Dangerous Weapons Revised Code of Washington 38.08.090, Governor to Promulgate Rules Revised Code of Washington 38.32.120, Authority of Commanding Officer Revised Code of Washington, 42.56, Public Records Act
<b>Cross-Reference Number</b>	N/A
<b>Information Contact</b>	Garrison Commander (253) 512-7900 Army Provost Marshal (253) 512-7900 Air Force Defense Force Commander (253) 512-3492
<b>Effective Date</b>	September 8, 2023
<b>Mandatory Review Date</b>	September 8, 2027
<b>Revised</b>	N/A
<b>Approved by</b>	 Bret D. Daugherty, Major General The Adjutant General Washington Military Department Director

**Purpose**

Establish the Washington Military Department (WMD) and National Guard policy on firearms and other dangerous weapons in the workplace. To ensure the safety and security of all employees and visitors while on WMD property.

**Scope**

This policy applies to all state, federal, military, contractor, and volunteer employees of the WMD, to include members of the Washington State Guard, and both full-time and traditional members of the Washington (Army and Air) National Guard and visitors on WMD property.

This policy encompasses and is applicable to the Camp Murray installation, all Washington Army National Guard and Air National Guard readiness centers, armories, and other stand-alone facilities.

## Definitions

**WMD Property:** All property owned, leased, occupied, managed, or controlled by the WMD, including recruiting stations, armories, and readiness centers.

**Firearm:** The term “firearm” means (A) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; (B) the frame or receiver of any such weapon; (C) any firearm suppressor; or (D) any destructive device.

**Dangerous Weapon:** The term “dangerous weapon” includes but is not limited to: explosives and explosive devices; bow and arrow style weapons; bladed martial arts style weapons (such as swords, but not including display swords or weapons); any instrument or weapon of the kind usually known as slungshot, sand club, metal knuckles, or spring blade knife. See RCW 9.41.250 for definition of “spring blade knife.” This term also includes any concealed weapon. For the purpose of this policy, a concealed weapon is any instrument designed or modified for the purpose of inflicting grievous bodily harm, such as a knife, that is carried on the person in such a way as to be hidden from ordinary view. Folded knives with blades shorter than three inches are excluded from the definition of concealed weapon.

## Policy

This policy prohibits possession and/or transportation of personally owned firearms and dangerous weapons by employees and visitors on or through WMD property. Carrying a personally owned firearm or dangerous weapon of any kind while inside an agency building, agency owned or leased vehicle, or in a personal vehicle being driven in the performance of state, federal, and military business, either offsite or onsite, is prohibited unless previously approved.

This policy does not supersede policies and requirements when accessing, transiting, or residing on other federal installations, such as Joint Base Lewis-McChord, Yakima Training Center, and Fairchild Air Force Base. These installations generally **do not** recognize state-issued concealed pistol permits and have their own weapons in the workplace and registration policies. Service members and employees granted an exception to transport a firearm or weapon in their vehicle on WMD property must, when transporting a firearm or weapon and accessing Joint Base Lewis-McChord, enter through a manned Entry Control Point to ensure compliance with installation policies and procedures.

This policy does not affect personnel possessing government-issued weapons for lawful military or law enforcement purposes in the performance of their official duties.

### A. Exceptions for Law Enforcement Personnel and Military Activities

The following categories of personnel may transport government-issued weapons onto WMD property without requiring prior approval:

- a) Commissioned Law Enforcement Personnel, including sworn law enforcement officers required to always carry a weapon by their civilian law enforcement agency regardless

of duty status.

- b) Law Enforcement Officers Safety Act: Personnel who qualify under the Law Enforcement Officers Safety Act may carry a concealed firearm in any jurisdiction in the U.S. regardless of state or local laws.
- c) Agency Directed Defense Forces Personnel: Includes WMD Security Guards, Security Forces, Military Police, activated Quick Response Forces, and other personnel directed by proper authority to be armed in the performance of their official duty.
- d) Any military personnel performing official duties or training with government-issued weapons.
- e) In the case of spring blade knives, those persons authorized by RCW 9.41.251 to carry bladed knives may do so in circumstances permitted by RCW 9.41.251.

## **B. Other Categories of Exceptions**

All WMD personnel and visitors must coordinate with Installation Security prior to transporting a weapon onto WMD property and will only be approved for certain activities. Examples of activities that may receive an exception include safe storage for employee self-harm situations, firearms safety training courses, hunter safety programs, and ceremonial presentation of functioning or nonfunctioning firearms. This list is not exhaustive. Visitors camping at the Camp Murray Campground are not authorized an exception to this policy. Transporting a firearm onto WMD property without prior coordination and approval is a violation of this policy and will subject the violator to removal from the installation, arrest, or other disciplinary action.

Personnel seeking an exception may contact either the Air Force Security Forces or the Army Provost Marshal. The Garrison Commander serves as the approval authority for all requests. Requests for exceptions to this policy must include the following:

- a) Specifics on the type, location, and duration of the event
- b) Make, model, and serial number of the weapon
- c) Type and quantity, if any, of ammunition
- d) Safety measures used to secure the firearm or weapon

Personnel with an approved exception must declare the weapon at the installation entry control point and allow its inspection by security personnel. Exceptions to policy are only applicable to WMD property and **AT NO TIME** will any personnel transport non-government weapons onto Joint Base Lewis-McChord or other federal installations without prior approval of the Provost Marshal for that specific installation.

## **C. Employee Exception Process and Limitations**

WMD Employees may request personal exception to this policy. Such requests will be reviewed on a case-by-case basis and may be granted for the following reasons:

- a) **Recreation.** Transit requirements for recreational events and/or activities (such as hunting or marksmanship activities) outside of work hours.

- b) **Personal safety in transit.** Concern for personal safety when transiting from the employee's residence to their place of work, and vice versa.

Employees requesting an exemption will contact the Provost Marshal Office for a copy of the current exception approval-routing form. The employee is responsible for filling out the form entirely. For military personnel and Title 32 federal technicians, the request will route from their unit commander through their first O-6 commander. For Title 5 federal employees, the request will route from their supervisor (GS-14 or equivalent O-6 military officer). For state employees, the request will route through their division director to their human resources director. The military, federal, or state employee exception request will then be returned to the Provost Marshal. The Provost Marshal will facilitate a law enforcement records check of the requester and forward it to the Garrison Commander for review and final determination. If a request is denied, employees may appeal the determination to The Adjutant General. Employees approved for an exception must keep a copy of their approval in their personally owned vehicle while in possession of the firearm or weapon on WMD property.

Employees seeking an exception must agree to the collection of weapon serial number and other information and entering of that data into the Defense Biometric Identification System by the Visitor Control Center.

Exceptions will be valid until the expiration of the employee's concealed pistol license, if applicable, or three years, whichever comes first. After expiration, it is incumbent on the employee to submit a new exception request.

Basis for denial or revocation of employee exception requests:

- a) Pending criminal action(s).
- b) Respondent in a protection order or anti-harassment order. This order can be permanent or temporary (served or unserved). It is incumbent upon the requester to clear these orders through the court.
- c) Any Washington State or federal conviction that causes the loss of the right to possess a firearm.
- d) Any behavioral issues identified by the requester's supervisor or chain-of-command that would, in the mind of a reasonable supervisor who was aware of the specific facts and circumstances, create a reasonable concern for the safety of the workforce or persons on the installation. Examples may include employees going through disciplinary actions or other contentious acts that the supervisor believes present risk to the organization or the safety or security of persons and/or property on the installation.
- e) New hire federal or state employees who are less than six months into their probationary period.
- f) Requests to transport a slungshot, sand club, or metal knuckles, the possession of which violates RCW 9.41.250. The carrying, transporting, and storing of a spring blade knife does not require an exception, in accordance with RCW 9.41.251, so long as it is done by a law enforcement officer, firefighter or rescue member, Washington State Patrol Officer, or military member that has official duty on WMD property.

Limitations of an approved exception while on WMD property:

- a) The firearm or weapon will remain in the grantee's personally owned vehicle and will not be displayed or brought into the workplace.
- b) While on WMD property, the firearm will be stored in a secure gun storage container, or secured with a trigger lock or similar device that is designed to prevent unauthorized use or discharge of the firearm. The grantee's personally owned vehicle will be locked, and the firearm, weapon, or associated secure storage container will be concealed from view.
- c) The grantee will not store a loaded firearm in their personally owned vehicle.
- d) The exception approval does not apply to other federal installations, such as Joint Base Lewis-McChord. The grantee will need to follow those installation specific policies and procedures when registering and transiting the respective installation.
- e) Installation Security Forces and supporting law enforcement are the only authorized responders to security incidents on WMD property.
- f) The grantee is required to notify Camp Murray Security Forces that a firearm(s) is/are inside the vehicle if selected for a vehicle search.
- g) Any firearm brought onto WMD property will remain the property and responsibility of the individual who otherwise owns the firearm. In addition, this individual will assume all liability for any negligent acts arising from bringing the firearm onto WMD property.
- h) This authorization does not extend to possession of any firearm that is otherwise illegal under state or federal law or has been modified in such a manner rendering it illegal to possess.
- i) An exception can be revoked at any time if a firearm is stored or handled in an unsafe manner, or it is believed the continued authorization creates an undue risk to the WMD, and its employees.

#### **D. Search and Seizure Authority**

The agency reserves the right to search all persons, belongings, and vehicles on WMD property. Employees and visitors not consenting to a search of their person, belongings, or vehicle will be refused entry or directed to leave WMD property.

Commanders and directors who believe an individual is in violation of this policy should consult with the Garrison Commander and servicing Judge Advocate or Human Resource Office (HRO) to determine if sufficient probable cause exists to conduct a lawful search of the employee, and their belongings and/or vehicle.

Commanders and supervisors will not seize personally owned weapons from individuals found in violation of this policy. If an individual is presenting an immediate and serious danger to themselves or other persons call 911 immediately.

#### **E. Public Records**

The Provost Marshal Office will retain a copy of all exception requests in accordance with applicable records retention policies. Records for Washington state employees, contractors, and

volunteers will be maintained in accordance with State law, and may be protected from, or subject to release, as provided in the Public Records Act and other laws governing state employee records. Records for federal and military employees, contractors, and volunteers will be maintained in accordance with Federal law, and subject to release, and restrictions on release, as provided in the Privacy Act and Freedom of Information Act. Furthermore, the WMD may be required to release copies of an exception request to courts, law enforcement and other governmental agencies when required by subpoena, consent of the employee, or under state or federal laws requiring disclosure of such records.

#### **F. Violations/Disciplinary Action**

This policy is punitive, and non-compliance may subject an employee to disciplinary actions under the Washington Code of Military Justice, adverse administrative action, and other employee disciplinary procedures consistent with the employee's status, HRO, and bargaining agreement.

Contractors, volunteers, and visitors who fail to comply with this policy are subject to removal, termination, and barment from WMD property. The Adjutant General has ultimate authority for revocation or restoration of these rights.

Violators, regardless of status, may also be subject to arrest and criminal prosecution for violation of state and federal firearm or criminal trespass laws.

#### **G. Compliance with State or Federal Laws**

Compliance with this policy does not imply or guarantee compliance with other regulations or state or federal laws, nor does it waive compliance with any law or regulation.

#### **H. Severability**

If any term, provision, or condition of this policy is held to be invalid, void, or unenforceable by court decision or change in law, then such invalid, void, or unenforceable term, provision, or condition shall be deemed severed from this policy and all remaining terms, provisions, and conditions shall continue in full force and effect.