
Title: Secure Storage of Firearms and Dart Guns

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Division Director

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PURPOSE:

The purpose of this policy is to provide guidance to Wildlife Resource Division (hereafter, Division) employees on safe and responsible storage of Division-owned firearms and dart guns. Failure or negligence to follow these guidelines may result in disciplinary action for Division employees. Further, WRD Staff may be held financially responsible for issued property if neglect, fault, wrongdoing or lack of storage discipline is evident.

POLICY:

WRD staff are personally responsible for state property that is issued for:

1. Official Use
2. Under their direct control for storage, use, custody, or safeguarding.

Proper storage

1. All firearms and dart guns should be stored in a lockable steel safe of not less than 500 pounds (**Exception:** see Mobile Storage).
2. The safe should be in a facility that has at least one level of additional security such as lockable exterior doors.
3. The safe should be mounted to a concrete slab or lag bolted/through bolted to other structural building members such as a floor joist or beam.
4. The safe should always be locked and the exterior doors of the facility should be locked if a Division employee is not within visible distance of the facility.

Exception: Mobile Storage

1. Division employees who require a firearm and/or a dart gun as part of weekly job duties (e.g. wildlife conflict abatement, euthanasia of injured wildlife, etc.) may store and secure firearms and/or dart guns in their vehicles. The firearms and/or dart gun should be secured behind lockable exterior doors and an approved locked interior storage safe or locked law enforcement style, roof-mounted gun rack.
2. A vehicle's glove compartment, center console, or trunk, even if able to be locked, is not acceptable.
3. The interior locked storage safe or locked gun rack should be affixed to the vehicle as to prevent easy lift and carry and protect the firearm or dart gun from damage by excessive shaking or jarring.
4. The storage safe/rack should be out of sight or at least not easily seen from outside the vehicle.
5. Rifles or dart guns with attached suppressors should only be stored in an interior storage safe and not in a gun rack.
6. Detached suppressors should be securely stored in the same manner as firearms and dart guns.