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| **Safe Storage of Firearms** |  | |
| *This policy is for internal use only and does not enlarge an employee’s civil liability in any way. The policy should not be construed as creating a higher duty of care, in an evidentiary sense, with respect to third-party civil claims against employees. A violation of this policy, if proven, can only form the basis for internal discipline and/or criminal charges.* | | |
| Applicable State Statutes: | | |
| KACP Accreditation Standard: | | |
| Date Implemented: | | Revision Date: May 1, 2025 |

1. **Purpose:** The purpose of this policy is to direct members of this Department with respect to the safe storage of firearms.
2. **Policy:** This policy addresses the inherent danger of firearms and reasonable steps to prevent non-department members from taking control of such firearms. The policy is to direct reasonable steps be taken to avoid the theft or unauthorized use of a member’s firearm.
3. **Definitions:** 
   1. Safe storage locker/area: a lock-box, safe or other specifically designed container used to secure a firearm.
   2. Trigger-lock: a locking mechanism that prevents a firearm from being fired while locked.
   3. Department firearms: firearms owned or authorized for use by this department.
   4. Personal firearms: firearms owned by members of this department.
4. **Procedure:** Department members are responsible for the security of their department's firearms.
   1. **On-Duty Storage of Firearms**
      1. **Person**: Members shall carry department firearms in authorized holsters.
      2. **Offices**: At no time should a firearm be left unsecured in an unlocked office or unlocked desk.
      3. **Jail/Holding Facilities**: When entering any jail or holding facility, members shall safely secure their firearms to ensure that no firearm will be brought into the locked facility.
      4. **Interrogation Areas**: When an officer is inside the station with a prisoner, the officer, where feasible, will secure his firearm, restrain the in-custody suspect, or summon a second officer to the station for the purpose of safety.
   2. **Off-Duty Storage of Firearms**
      1. **Vehicles:**
         1. **All vehicles**: Department firearms shall not be left unsecured in the passenger compartment of any vehicle. Rifle/shotgun racks are considered secured devices.
         2. **Department vehicles**: If a vehicle is to be parked unattended, all firearms will be removed or secured with a secondary security device.
         3. **Personal vehicles**: If a vehicle is to be parked unattended, department firearms will be removed or secured with a secondary security device.
      2. **Home**:
         1. All members are directed to identify safe storage area(s) for department firearms within their homes.
         2. The safe-storage area should have limited access. Safe storage area for purposes of this provision may include trigger-locks on firearms which would render them inoperable without access to the unlock mechanism.
         3. Members should make the safe storage of firearms a habit of first priority whenever they enter their home.