



MARICOPA COUNTY INTERNAL POLICY

Policy Title: PROHIBITION OF WEAPONS	Policy Number:	A2228
	Current Adoption Date:	12-03-2018
Approved by: COUNTY MANAGER	Current Implementation Date:	12-03-2018
	Board Agenda Number:	n/a
	Original Adoption Date:	12-1996

I. PURPOSE

The purpose of this policy is to safeguard employees and visitors from injury due to deadly weapons on Maricopa County property enforced by the Security Services Division so that they can efficiently conduct their business in a safe and secure manner. This policy supports and permits use of county facilities that is consistent with the law and Maricopa County business.

II. APPLICATION

This Policy applies to all Maricopa County appointed departments as well as the Flood Control District of Maricopa County, the Maricopa County Library District, and the Maricopa County Stadium District (Special Districts). This policy also applies to employees of County elected offices unless the elected official has implemented a similar policy specific to his or her office.

III. DEFINITIONS

- A. **Deadly weapon:** Anything designed for lethal use, including a firearm. (A.R.S. §13-3101)
- B. **County facility:** Any structure or land owned or leased by Maricopa County, including the location of any county sponsored event.

IV. POLICY

- A. Deadly weapons are prohibited on any county owned/leased facility or at a county-sponsored event.
- B. Employees, guests, citizens, contractors, vendors, and all other visitors to county facilities are prohibited from bringing deadly weapons on or into a county facility.
- C. Exemptions to this policy are granted to the Maricopa County Attorney, Maricopa County Sheriff and their designated staffs, peace officers or persons summoned by a peace officer while in the performance of official duties; members of the U.S. Armed Forces in the performance of official duties; authorized county Security Services personnel; and Maricopa County Housing Residents while occupying Maricopa County Housing Authority facilities.
- D. Individual exemptions may be granted for unique circumstances upon written request and approval of the Maricopa County Emergency Management Security Services Chief.
- E. A concealed weapons permit issued pursuant to ARS § 13-3112 is **not** "specific authorization by law" to enter county facilities with a concealed weapon.

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- F. Violation of this policy by any employee shall result in appropriate disciplinary action. Violations may be prosecuted as weapons misconduct, a Class 1 misdemeanor, against any violator, including employees.
- G. All county employees shall be made aware of this policy and procedure.
- H. A copy of this policy will made available to any person upon written or verbal request.
- I. A sign shall be posted at public entrances to county facilities, stating at minimum “*No Weapons Allowed.*”
- J. Facilities Management Department shall assist departments in complying with the posting requirements at the entrances to county-owned facilities.
- K. Any employee observing a citizen, visitor(s), contractor, vendor, or others possessing a deadly weapon in a county facility shall report that fact to Security Services personnel or a supervisor, if Security Services personnel are not available. This person shall then request the bearer of the weapon to either remove the weapon from the premises or surrender it to the custody of Maricopa County. If the bearer elects the latter, he/she shall be accompanied to the location of the storage units for the purposes of surrendering the weapon for later retrieval.
- L. No employee, except those with peace officer status or Maricopa County Security Services personnel, shall attempt to physically detain a person with a weapon or handle a weapon belonging to another. Any conflict or disagreement concerning a weapon shall be referred to assigned Security Services personnel or local law enforcement officials.
- M. Approved gun lockers have been installed in the following county facilities:
 1. Facilities Management Building – Security Services
 2. Administration Building – 1st Floor/Security Services
 3. Superior Court Buildings – Lobby Screening Stations
 4. Public Health – 1825/1845 E. Roosevelt, Security Services
 5. Durango West Facility – Security Services Office
 6. Security Center – Security Services Office
 7. Clerk of the Superior Court/Jackson Facility - Security Services Office
 8. Forensic Science Center – Security Services Office
 9. Vital Records Department –Security Services Office
 10. Luhrs Building - Security Lobby
- N. Gun lockers will be installed for other county facilities as the need arises.
- O. Any questions concerning this policy should be directed to the Facilities Management Security Services Chief at 602-506-8350.

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P. The following is an example of violations of the Prohibition of Weapons policy, but is not limited to these examples: Unauthorized individuals carrying a deadly weapon onto or into any county owned/leased facility or at a county-sponsored event.

Q. Authorized users:

1. All elected officials and department directors are responsible for informing their employees of the Prohibition of Weapons requirements
2. Are responsible for understanding and adhering to this policy
3. Should understand that any Prohibited Weapon brought into any county facility or county-sponsored event is subject to applicable exemptions and constitutes their acknowledgement, acceptance, and compliance of all county Prohibition of Weapons policies

R. Department Directors

1. Shall monitor departmental use of its own Prohibition of Weapons
2. May investigate violations of the Prohibition of Weapons policy
3. Are responsible to ensure compliance with this policy
4. Shall notify the Security Services Division of any suspected violation of this policy upon discovery
5. Shall initiate appropriate disciplinary action to respond to violations of this policy

S. The Security Services Division:

1. Is responsible for identifying the authorized personnel exemptions to the Prohibition of Weapons policy
2. Will facilitate investigations and, if appropriate, the utilization of external resources, including civil or criminal investigators to examine suspected violations
3. Will review this policy as needed

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Revision History

Version	Revision Date	Description of Revision
1	12-1996	Initial version.
2	09-2003	Updated. County Manager Approved.
3	November 2018	Updated policy format, changes policy ownership from Facilities Management to Emergency Management, updated locations of approved gun lockers, and changed Security Services contact information.