



ADMINISTRATIVE POLICIES

SECTION: 500 – Health, Safety and Security	POLICY#: 505
TITLE: Prohibition of Carrying Firearms	R & O #: MO 99-270
	IMPLEMENTED BY PROCEDURE #: N/A
SPONSORING DEPT/DIV: County Administrative Office	
ADOPTED: 06/15/1999	REVIEWED: 09/27/2016

PURPOSE: The purpose of this policy is to minimize the risk that use of a firearm may result in accidental or intentional harm and minimize the potential for intimidation caused by the presence of firearms. This Policy is designed to complement the County’s ‘Workplace Violence Prevention Policy.’

AUTHORITY: Pursuant to WCC Section 2.32.070 and ORS 166.360, Washington County has the authority to provide the provisions outlined in this policy.

APPLICABILITY: This policy applies to all Washington County employees and volunteers.

DEFINITIONS:

“On-duty” means any time the employee is performing work for or on behalf of Washington County. This includes, but is not limited to any travel on County business, attending community meetings, classes or conferences. On-duty does not include "on-call" or "standby" status, except that the employee shall be subject to the policy upon commencing regular duty. It does not include the employee’s commute between the employee’s residence and his or her regular work site, but the firearm shall not be stored on County property.

“County property” means any County owned or leased property, facilities, equipment or vehicles. It includes, but is not limited to parking lots, common areas and private vehicles while in use on County business.

GENERAL POLICY: Except as provided in this policy, employees are prohibited from carrying any firearms while on-duty and are prohibited from carrying firearms on County property at any time. This includes employees who have obtained a concealed weapons permit.

POLICY GUIDELINES:

1. Responsibilities:

The County Administrative Office shall be responsible for overseeing this policy and for monitoring compliance.

2. Exceptions:

- 2.1. Sworn law enforcement officers and assistant deputy district attorneys shall be subject to the policies, procedures and decisions of the Sheriff and District Attorney, respectively.
- 2.2. The County Administrator, or the County Administrator's designee, may issue written authorization for an employee to carry a firearm if, in the County Administrator's sole discretion, the employee's job responsibilities or personal circumstances warrant an exception. This shall be subject to such limitations as are specified in the authorization. This authorization is not a substitute for compliance with all federal, state or local laws and the employee shall be responsible for such compliance.

3. Implementation:

- 3.1. Elected officials and department directors are expected to be knowledgeable of, and shall be responsible for, implementing this policy within their respective departments. Observance of this policy is mandatory for all County employees and violation may result in disciplinary action (up to and including termination).
- 3.2. Discipline is in addition to, and not in lieu of, any criminal or other action provided by law.
- 3.3. Violation of this policy may be deemed malfeasance or willful or wanton neglect of duty, in which case the County may decline to indemnify and defend an employee in a civil suit relating to the employee violating this policy

4. Periodic Review:

This policy shall be reviewed by the County Administrative Office at least every three years, or more often if needed, and updated as necessary.