

## WEAPONS / FIREARMS

This procedure is governed by its parent policy. Questions regarding this procedure are to be directed to the identified Procedure Owner.

<b>Category:</b>	E. Health & Safety
<b>Parent Policy:</b>	E03
<b>Approval Date:</b>	March 16, 2015
<b>Effective Date:</b>	March 16, 2015
<b>Procedure Owner:</b>	Chief People & Culture Officer

<b>Overview:</b>	
<b>Procedures:</b>	<ol style="list-style-type: none"> <li>1. Students, staff and guests are prohibited from using or having any firearms, explosive substance, ammunition or weapon in their possession anywhere on campus (this includes vehicles, grounds, lockers, residence, townhouses or any buildings). Any person found to have an unauthorized firearm, explosive substance, ammunition or weapon is subject to being reported to the RCMP and dealt with by the College under the Code of Conduct or the appropriate collective agreement.</li> <li>2. The Vice President, Academic may authorize the use and storage of firearms/weapons for College related business only for a finite time not to exceed five (5) years. Proof of a Possession and Acquisition License must be provided to the Vice President before authorization will be considered.</li> <li>3. Any firearm, component and/or part for a firearm and ammunition owned/used by Olds College must be safely stored according to the provision of the Firearms Act, as per the following:             <ol style="list-style-type: none"> <li>a. Firearms must be unloaded;</li> <li>b. Stored in a securely locked cabinet, vault or safe;</li> <li>c. Stored with a trigger-lock in place;</li> <li>d. Ammunition must be stored separately from the firearm, in a securely locked cabinet, vault or safe;</li> <li>e. Storage location must be accessible only to the authorized Olds College employee, the Manager of the area in which the firearm is used, and the Vice President, Academic and Research;</li> <li>f. Proper storage is the responsibility of the Manager of the area in which the firearm is used;</li> </ol> </li> <li>4. Peace Officers who are holders of authorizations under Section 20, of the Firearms Act can carry on their person a restricted firearm to protect life or for use in connection with their lawful occupation on College property.</li> </ol>

**Definitions:**

**Related Information:**

**Review Period:**

**Revision History:**

3 years

Revised: 2001  
Revised: 2007  
Revised: 2015