

FIREARMS

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

Category:	E. Health & Safety
Parent Policy:	E03
Approval Date:	April 8, 2025
Effective Date:	April 8, 2025
Procedure Owner:	Director, Residence & Ancillary Services

Overview:	<p>This procedure is designed to provide specific guidance and direction on the possession and use of Firearms on the Olds College of Agriculture & Technology (the "College") campus and/or care, control and ownership or direction of the College or at College events.</p> <p>The College promotes the highest level of safety and security in all its activities. Accordingly, no person, while on property controlled or owned by the College (including but not limited to Residence), shall store or carry a Weapon.</p> <p>Any College sanctioned activity, while on College property or otherwise representative of the College, that may involve the use or display of a Firearm as defined by policy, must first be brought to the attention of the Vice President, Academics, TAC Director and/or the Director, Residence & Ancillary Services, or designate, and approved in writing prior to the use of a Firearm on the College campus.</p> <p>This procedure has been developed in accordance with applicable legislation.</p> <p>Exceptions Police Officers, Armoured Transport Personnel or any other individual legally entitled to do so may carry a Firearm on College property but only while performing their lawfully prescribed duties.</p> <p>Authorized personnel who have been approved for use of a Firearm for the purpose of College related business as per Section 2, 4, 5 of the Procedure.</p>
Procedures:	<ol style="list-style-type: none"> Students, staff and guests are prohibited from using or having any firearms, ammunition, antique firearm, automatic firearm, cartridge magazine, firearm part, handgun, imitation firearm, prohibited ammunition, prohibited firearm, replica firearm, and/or restricted firearm, in their possession anywhere on campus (this includes vehicles, grounds, lockers, residence, townhouses or any buildings). Any person found to have an unauthorized firearm or ammunition is subject to being reported to the

	<p>RCMP and dealt with by the College under the Code of Conduct or the appropriate collective agreement.</p> <ol style="list-style-type: none"> The Vice President, Academic and/or TAC Director 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, Academic and/or the TAC Director before authorization will be considered. Any firearm, component and/or part for a firearm and ammunition owned or used by the College must be safely stored according to the provision of the Firearms Act, as per the following: <ol style="list-style-type: none"> firearms must be unloaded; stored in a securely locked cabinet, vault or safe; stored with a trigger-lock in place; ammunition must be stored separately from the firearm, in a securely locked cabinet, vault or safe; storage location must be accessible only to the authorized College employee, the Manager of the area in which the firearm is used, the Vice President, Academic and/or the TAC Director; and proper storage is the responsibility of the Manager of the area in which the firearm is used. Authorized College personnel may discharge a firearm in the act of euthanizing an injured animal if required. Authorized personnel (internal or external parties) may discharge a firearm on College property for the purpose of predator control provided they have completed the required documentation.
Definitions:	
Related Information:	Firearms Usage Notification E03 Weapons Procedure
Review Period:	3 years
Revision History:	Revised: September 2001 Revised: March 2007 Revised: March 2015 Revised: April 2025