**Prohibiting Firearms at Work, LMC Model Policy**

*League models are thoughtfully developed by our staff for a city’s consideration. Models should be customized as appropriate for an individual city’s circumstances in consultation with the city’s attorney. Helpful background information on this model may be found in* [*Firearm Regulation and Cities*](https://www.lmc.org/resources/firearm-regulation-and-cities/)*.*

**City of** **\_\_\_\_\_\_\_, Minnesota**

**Firearms at Work Policy**

The City of \_\_\_\_\_\_\_ hereby establishes a policy prohibiting all employees, except sworn employees of the Police Department, from carrying or possessing firearms while acting in the course and scope of employment for the city. The possession or carrying of a firearm by employees other than sworn Police Officers is prohibited while working on city property or while working in any location on behalf of the city. This includes but is not limited to:

* Driving on city business;
* Riding as a passenger in a car or any type of mass transit on city business;
* Working at city hall or any other city-owned work site;
* Working off-site on behalf of the city;
* Performing emergency or on-call work after normal business hours and on weekends;
* Working at private residences and at businesses on behalf of the city;
* Attending training or conferences on behalf of the city;

An exception to this policy is that city employees may carry and possess firearms in city-owned parking areas if they have obtained the appropriate permit(s). Therefore, if a city employee must drive his or her personal vehicle on city business, he or she may check a firearm with the city Police Department during the workday and retrieve it after work. The Police Department will establish procedures to ensure that the firearm is locked up and is not able to be retrieved by anyone other than the owner/employee.

When responding to on-call work from home after regular work hours, an employee is prohibited from bringing a firearm in their private vehicle unless the vehicle remains in a parking lot and is not needed in order to respond to the call.

Violations of this policy are subject to disciplinary action in accordance with the city’s disciplinary procedures policy.