

CITY OF SAN DIEGO
ADMINISTRATIVE REGULATION

SUBJECT WEAPON-FREE WORKPLACE POLICY	Number 97.20	Issue 1	Page 1 of 2
	Effective Date September 1, 2014		

1. PURPOSE

- 1.1. The City of San Diego has an interest in maintaining workplace safety. The purpose of this Administrative Regulation is to establish a policy to address weapons in the workplace.

2. SCOPE

- 2.1 This Administrative Regulation applies to all *City Personnel*.

3. DEFINITIONS

- 3.1 *City Personnel* – All City employees, volunteers, and contractors, who are either paid by, or perform services for the City.
- 3.2 *City Property* – All property or job sites, which are leased, owned, or operated by the City, including, City parking facilities under the City’s ownership or control, City buildings and facilities, City vehicles, and City equipment.
- 3.3 *Weapon* – Any personal firearms, explosives, knives, pellet or BB guns, tasers, stun guns, wooden or metal batons, bow and arrows (sharpened or hunting tips), and any other weapons that may cause physical harm to individuals or property. Tools required or used on the job are not considered weapons for purposes of this Administrative Regulation.

4. POLICY

- 4.1 All *City Personnel* are prohibited from carrying any *Weapon* onto or in *City Property* regardless of whether the *Weapon* is lawfully owned and carried, except as provided in subsection 4.3.
- 4.2 All *City Personnel* are prohibited from storing any *Weapon* in a personal vehicle while that vehicle is parked on *City Property*, except as provided in subsection 4.3.

(New Administrative Regulation 97.20, Issue 1, effective September 1, 2014)

Authorized

[Signature on File]
CHIEF OPERATING OFFICER

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- 4.3 The following *City Personnel* are exempt from this Administrative Regulation:
- 4.3.1 Peace officers as defined by California law;
 - 4.3.2 City reservoir keepers who live on reservoir property; and
 - 4.3.3 Other City employees who are required as part of their job duties to carry or transport a *Weapon* onto or in *City Property*.
- 4.4 Retaliation against any *City Personnel* reporting a violation of this Administrative Regulation is prohibited.
- 4.5 Failure to comply with this Administrative Regulation may result in disciplinary action, up to and including termination of employment.

5. RESPONSIBILITY

- 5.1 All *City Personnel* are responsible for being aware of fully complying with this Administrative Regulation at all times.

APPENDIX

Legal References

I.A.A.F. Local 145 MOU, Article 63
California Teamsters Local 911 MOU, Article 20, Section B
AFSCME Local 127, Article 61
DCAA MOU, Article 31
San Diego Municipal Employees Association MOU, Article 20, Section B

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Weapon

Administering Department

Human Resources Department