



Luke A. Bronin
Mayor

POLICY NO: 009

DATE: February 1, 2018

DISTRIBUTION: Affected Personnel

SUBJECT: Weapons in the Workplace

I. PURPOSE:

The purpose of this policy memorandum is to prohibit the wearing, transporting, storage, or presence of firearms or dangerous weapons in City of Hartford's facilities or property.

RESPONSIBILITY:

It shall be the responsibility of all City personnel to comply with these provisions.

II. IT IS THE POLICY OF THE CITY OF HARTFORD:

- i. That firearms or other dangerous weapons means:
 - i. Any device from which a projectile may be fired by an explosive
 - ii. Sling shot or metal knuckles
 - iii. Any spring blade knife or knife which opens or is ejected open by an outward, downward thrust or movement
 - iv. Any instrument that can be used as a club and poses a reasonable risk of injury, any other item that is intended to be used to cause harm or damage
- ii. This policy does not apply to:
 - i. Any security or law enforcement personnel
 - ii. Military/state government personnel
 - iii. Municipal personnel engaged in official duties who, during his employment, is required to carry a firearm
- iii. Any employee in possession of a firearm or other weapon within our facilities/property or while not otherwise fulfilling job responsibilities may face disciplinary action up to including employment termination.
- iv. Possession of a valid Permit to Carry Pistols or Revolvers authorized by the State of Connecticut is not an exemption under this Policy.
- v. To the extent allowed by law, the City of Hartford prohibits clients or visitors from carrying weapons into City of Hartford's facilities or property.
- vi. Signs shall be conspicuously posted within all City of Hartford's facilities, in parking areas and on grounds surrounding the facilities. These signs will clearly indicate that firearms and other weapons are not to be carried onto City property or facilities.

- vii. Management or internal security personnel of the Hartford Police Department should be notified immediately at (860) 757-4000, if an employee, client, customer or visitor is found with a firearm or other dangerous weapon in violation of this Policy.