Armory

PURPOSE

The purpose of this order is to establish guidelines and procedures regarding the security, safety, control and issuance of station weapons, both lethal and less lethal.

SCOPE

This order shall apply to all station personnel assigned to Marina del Rey Station.

ORDER

Issuance and Control

1. Every deputy shall complete the “check out” portion of the Weapon Check-Out Sheet for every lethal and less lethal weapon that they take out of the station armory.

2. Every deputy shall write the complete serial number for every lethal and less lethal weapon that they are assigned, on the vehicle inspection sheet prior to going in service.

3. The Watch Sergeant shall account for every weapon by ensuring that an inventory of the station armory is completed after the second briefing of every shift on a daily basis.

4. At the end of each shift, every deputy shall either check in their assigned lethal and less lethal weapons into the station armory or personally turn them over to an oncoming deputy. Under no exceptions will any lethal or less lethal weapon be left in a patrol car or patrol boat.

5. Every deputy shall complete the “check in” portion of the Weapon Check-Out sheet for every lethal and less lethal weapon they check back into the station armory.

Authorized Quantities of Ammunition for the AR-15

1. Each AR-15 carrying case shall be equipped with one 20 round magazine (loaded with 18 rounds) and six 30 round magazines (loaded with 28 rounds in each magazine).

Ammunition

1. At no time will ammunition be taken out of the station armory without receiving prior permission from the Armory Sergeant.

Safety

1. Loaded shotguns, stunbag guns and AR-15’s are not permitted in the station, unless emergency circumstances arise. These weapons shall be loaded or unloaded in the station parking lot with the barrels pointed upward.

2. Under no circumstances will a Shotgun, Stunbag gun or AR-15 be carried in a patrol car or patrol boat with a live round in the chamber.

3. Under no circumstances will any lethal or less lethal weapon be stored in the station armory with a round in the chamber or magazine well.

Security

1. All lethal and less lethal weapons shall either be locked in the station armory or secured in a patrol car/patrol boat that is currently in-service.

2. Under no circumstances will any lethal or less lethal weapon be left in an unassigned patrol car, patrol boat, or stored in a personal locker.

Daily Inspection

1. Each deputy checking out a lethal or less lethal weapon is responsible for checking its serviceability. If a weapon is found to be unserviceable, the deputy conducting the inspection shall complete a weapons repair tag (located in the station armory) and attach it to the particular weapon. The weapon will then be secured in the station armory.

Maintenance and Cleaning

1. The station Armory Sergeant shall ensure that each lethal and less lethal weapon is inspected, cleaned and lubricated at least once per quarter.

2. If an AR-15 is checked out to a deputy in order to attend the Basic Certification class or Recertification class, the deputy shall return the weapon clean, oiled and with a full ammunition replacement.

Records

1. The station Armory Sergeant is responsible for assigning an Armory Deputy/Taser Coordinator.

2. The station Armory Sergeant is responsible for ensuring that the Armory Deputy conducts quarterly inspections.

3. The station Armory Sergeant is responsible for conducting and maintaining a complete inventory record of all lethal weapons, less lethal weapons, ammunition, gas and Mobile Response Field Force equipment.