

## **5-04/180.96 - Acquisition of Firearms, Firearms, Firearms Parts/Accessories and Ammunition from Central Property and Evidence**

Only the Weapons Training Unit - Biscailuz Center Armory and Firearms Identification Section of Scientific Services Bureau shall be allowed to obtain firearms, firearms parts, firearms accessories (i.e. magazines, scopes, etc.), and ammunition from Central Property and Evidence for official Department use in accordance with California Penal Code Section, 34005(b). This applies to any item scheduled for destruction pursuant to California Penal Code Section 18005(c).

Any unit within the Department (excluding Scientific Services Bureau) wishing to obtain any firearm, firearm part, firearm accessory, or ammunition shall coordinate with the Biscailuz Center Armory to obtain such item(s). The unit commander of the unit wishing to obtain any such item shall submit a memorandum to the Department Rangemaster outlining the necessity of such item(s). The Department Rangemaster will make the determination if the item(s) sought should be obtained from Central Property and Evidence. The memorandum, along with a *Request for Property Acquisition (SH-AD-558)*, will then be forwarded to the appropriate executive overseeing the Weapons Training Unit for approval. If the item to be obtained is a firearm, final approval must be obtained from the Sheriff, as required by California state law.

Once approved, the items will be obtained by Biscailuz Center Armory personnel. Any firearm obtained from Central Property and Evidence that was scheduled for disposal, pursuant to California Penal Code Section 18005(c), shall be entered into the Department's Master Inventory and the Automated Firearms System (AFS) pursuant to California Penal Code Section, 34010. No firearm shall be issued to any unit within the Department without first meeting these requirements.

When the Firearms Identification Section of Scientific Services Bureau wishes to obtain any firearm, firearm part, firearm accessory, or ammunition from Central Property and Evidence, a memorandum will be forwarded to the appropriate executive overseeing Scientific Services Bureau for approval. If the item to be obtained is a firearm, final approval must be obtained from the Sheriff, as required by California state law.

Once approved, the items will be obtained by the Firearms Identification Section. The Firearms Identification Section shall record the firearm serial number, make, and identifying information into the Sections inventory system. No firearm, firearm part, firearm accessory, or ammunition will be transferred from the Scientific Services Bureau to any other unit of the Department without written approval from the Department Rangemaster.

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