

## **DEPARTMENT OF NATURAL RESOURCES**

**HUMAN RESOURCES POLICY NO.: 16**

**EFFECTIVE DATE: OCTOBER 22, 2020**

**SUBJECT: POSSESSION OF FIREARMS**

**AUTHORIZATION: THOMAS F. HARRIS, SECRETARY**

### **I. POLICY**

The Department of Natural Resources (DNR) is committed to maintaining a safe working environment for its employees by, among other things, prohibiting the possession of firearms in the workplace, except in accordance with the limited authorization set forth herein.

### **II. PURPOSE**

This policy serves to establish and reinforce DNR's prohibition against employees possessing firearms in the workplace while also complying with express Louisiana law which authorizes individuals to transport and store firearms in privately-owned motor vehicles.

### **III. APPLICABILITY**

This policy applies to all DNR employees and will be strictly enforced. An employee's possession of a concealed weapon or other such firearms permit from a federal, state or local government authority does not limit nor restrict the applicability and enforceability of this policy.

### **IV. PROHIBITIONS**

The personal possession and/or use of a firearm of any nature is strictly prohibited:

- A. While on duty;
- B. While on DNR property, whether on or off duty;
- C. While using DNR equipment or vehicles, whether on or off duty; and,
- D. While conducting DNR business, whether on or off DNR property.

### **V. LIMITED AUTHORIZATION FOR PERSONAL VEHICLES**

In compliance with La. R.S. 32:292.1, any DNR employee who lawfully possesses a firearm may transport the firearm in a privately-owned motor vehicle and store the

firearm therein as long as it is maintained in a secure device, hidden from plain view, within the locked vehicle in or on a designated DNR parking area or garage.

**VI. RESPONSIBILITY**

It is the responsibility of each DNR employee to abide by the prohibitions and limited authorization of this policy, and the responsibility of each supervisor to enforce and ensure full compliance with this policy.

**VII. VIOLATIONS**

Any violation of this policy will result in severe disciplinary action, including the possibility of termination. Further, any violation may require that the incident be reported to the appropriate law enforcement authority.

**VIII. QUESTIONS**

Questions regarding this policy should be addressed to the Human Resources Division.

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**THOMAS F. HARRIS, SECRETARY**

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**REVISION DATES: 09/01; 08/08; 03/15; 10/20**