

POSSESSION OF WEAPONS POLICY

HUC-JIR is committed to providing a workplace that promotes the health, safety and productivity of its employees, temporary workers and independent contractors. HUC-JIR will not tolerate the possession of weapons in the workplace as they may threaten the safety of employees or others.

It is a violation of this policy to possess, transfer, sell, use, or threaten to use an unauthorized weapon or dangerous instrument as defined below (even if licensed to carry a weapon) while at the workplace.

Where federal, state or local laws impose different or additional requirements, HUC-JIR will abide by governing law.

Definitions

1. Workplace includes but is not limited to HUC-JIR facilities, parking lots, HUC-JIR sponsored events, vehicles on HUC-JIR property or used within the scope of employment.
2. A weapon is defined as but not limited to:
 - Firearm (including BB gun, whether loaded or unloaded)
 - Knife (switchblade, hunting knife, etc.)
 - Baton or nightstick
 - Any other martial arts weapons
 - Electronic defense weapons

If you have a question about whether an item is covered by this policy, please see your supervisor or National Office of Human Resources. You will be responsible for making sure beforehand that any potentially covered item you possess is not prohibited by this policy.

Scope

This policy applies to everyone, even those who have a permit to carry a weapon. The only exceptions to this policy are law enforcement officers on official business, security guards engaged by HUC-JIR, or other personnel specifically authorized by the President.

Corrective Action

Any employee who, after appropriate investigation, is found to have violated this policy or whose conduct or presence poses a risk to the workplace will be subject to disciplinary action, up to and including termination. Employees who fail to report instances of workplace weapon possession may be subject to disciplinary action up to and including termination. HUC-JIR will also take prompt action to address violence or threats of violence, including possession of weapons, by a vendor or visitor.