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REPLY TO  
ATTENTION OF:

DEPARTMENT OF THE ARMY  
HEADQUARTERS, US ARMY SUSTAINMENT COMMAND AND ROCK ISLAND ARSENAL  
1 ROCK ISLAND ARSENAL  
ROCK ISLAND, IL 61299-6500

Commanding General

MAR 20 2015

MEMORANDUM FOR ALL Service Members, Civilian Employees, Contractors, and Visitors to Rock Island Arsenal

SUBJECT: Registration of Privately Owned Weapons (POW) at Rock Island Arsenal, Installation Policy #190-11

1. References:

a. United States Code of Federal Regulations, <http://www.ecfr.gov/cgi-bin/ECFR?SID=bbea151f773ab4f29fa46e8154e810ac&page=browse>. Various.

b. Illinois Compiled Statutes (ILCS), Criminal Codes, and Public Acts, <http://www.isp.state.il.us/foid/foidinfo.cfm>, Various.

c. AR 190-11, Physical Security of Arms, Ammunition, and Explosives, Paragraph 4-5, <http://www.apd.army.mil/>, 28 June 2011.

d. AR 380-5, Department of the Army Information Security Program Chapter 5, Section I, Paragraph 5-2 (6), <http://www.apd.army.mil/>, 29 September 2000.

2. Purpose: To formally establish a policy for the possession, storage, registration, transportation, and in and out processing of POWs at Rock Island Arsenal.

3. Applicability: This policy is directive in nature and is applicable to all personnel assigned, residing, working, or visiting on the Rock Island Arsenal. Any violation of the provisions of this policy may provide a basis for disciplinary action under the Uniform Code of Military Justice for military personnel. Failure to meet the provisions of this policy by either military or civilian personnel may be cause for disciplinary actions and or any penalty provided by law, to include criminal prosecution.

4. Policy:

a. The introduction, possession, or storage of personally owned weapons are not authorized on Rock Island Arsenal unless approved and conducted through the procedures outlined in this policy. Federal, State, and local law enforcement personnel may carry duty weapons at Rock Island Arsenal in the performance of their duties while in an official duty status as long as they possess current law enforcement credentials.

FOUO

## FOUO

Commanding General

SUBJECT: Registration of Privately Owned Weapons (POW) at Rock Island Arsenal, Installation Policy #190-11

b. Military personnel who are residents of Rock Island Arsenal may acquire, own, and register POWs and authorized war trophies as long as they follow the scope of this policy and all federal, state, and local laws. Owners wishing to maintain or store a POW on Rock Island Arsenal must register the weapon as outlined below within three working days of purchase of a POW or the arrival of household goods.

c. Any special event or activity hosted at Rock Island Arsenal approved by the Installation or Garrison Commander will register POWs as outlined in this policy.

d. Individuals will:

(1) Register all POWs introduced to or stored on Rock Island Arsenal.

(2) Declare all POWs upon entering Rock Island Arsenal through the Access Control Point.

(3) Promptly present appropriate documents demonstrating that they are authorized to possess POW upon request by unit commanders and Department of the Army Police or Security Guards.

e. Registration and Renewal Procedures:

(1) All Service members residing on Rock Island Arsenal are required to register their firearms utilizing the request process outlined below and in enclosure 1 and enclosure 2. Soldiers and Family members will submit a Rock Island Arsenal POW registration request to the unit commander (enclosure 1) to register their POWs. The unit commander will verify proof of legal ownership of the weapon and that the individual is not prohibited from owning a weapon in accordance with AR 190-11, paragraph 4-5c(4)(a) through (f). The unit will approve requests, in writing, and forward the approval (enclosure 2) to the Directorate of Emergency Services for weapons registration. This approval will also document that the Soldier or Family member received appropriate safety training on the use and storage of the weapon and is knowledgeable of Federal, state, or local laws, or ordinances concerning the possession, use, and transportation of the weapon.

(2) If the weapon does not have a serial number, all POW must have the first letter of their last name and the last four digits of their social security number (SSN) stamped on the barrel or receiver of the weapon (for example, J2345). This number will become the serial number and will be entered on the registration. To register more than one weapon without a serial number, letters of the alphabet will be added (for example, J2345A).

## FOUO

Commanding General

SUBJECT: Registration of Privately Owned Weapons (POW) at Rock Island Arsenal, Installation Policy #190-11

(3) Owners are not required to stamp numbers on antique weapons (19<sup>th</sup> Century or older). A description of these weapons will be entered on the registration for identification.

(4) Personnel (including contractors) who bring weapons onto the installation to engage in activities authorized by the Garrison Commander will register them as required by this policy. The Rock Island Arsenal POW registration request must be presented to the Directorate of Emergency Services ten (10) working days before the event. The approved request will be processed and emailed to the individual who must present the form to guard or police personnel at the installation access control point to verify document registration and authorization. Personnel without this document and carrying a weapon will not be authorized to bring the weapon on the installation.

f. Persons who reside in quarters on Rock Island Arsenal may store their POWs and ammunition in individual or family-type quarters.

g. POWs will be stored unloaded under double-lock and key (i.e. a locked container and a trigger/barrel lock/cable lock). Ammunition will be stored in a locked container separate from POWs.

h. POWs and ammunition will not be stored in motor vehicles.

i. Carrying POWs:

(1) POWs will not be carried during field training exercises at Rock Island Arsenal.

(2) For personal use, POWs may be carried by Service members residing on Rock Island Arsenal if:

(a) Traveling to and from a repair shop.

(b) Traveling to or from a lawful sporting event and/or range firing event, if properly licensed to hunt.

(c) Traveling to a new duty station.

(d) Traveling from the place of purchase or the place of authorized sale of the firearm.

(e) Traveling to and from lawful event for exhibition or display.

**FOUO**

Commanding General

SUBJECT: Registration of Privately Owned Weapons (POW) at Rock Island Arsenal,  
Installation Policy #190-11

(f) When traveling with a POV, all POW must be transported as directed by all federal, state, and local laws.

j. Carrying of concealed weapons is prohibited at all times. Folded knives with blades shorter than three (3) inches are the only exception.

k. All personnel will out process their POW with their unit and the DES before departure. Unit in and out processing sheets will include POW registration, to ensure POWs are properly registered and cleared. Commanders will ensure they maintain accountability of all POWs within their command.

5. Any special events requiring privately owned firearms being brought onto the Rock Island Arsenal will be coordinated through the MWR Office. Requests to the MWR must be approved and forwarded to the DES for final authorization NLT fourteen (14) days before the event begins. In these circumstances, the MWR office will process the request as outlined in enclosure 3 and function as the unit commander.

6. Proponent: Directorate of Emergency Services, Physical Security Division, (309) 782-2715.

3 Encls  
1-3. as



KEVIN G. O'CONNELL  
Major General, USA  
Commanding