

# UW Whitewater Police



## Community Firearms Storage

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Special Instructions:

Approved By: Chief Kiederlen	Effective Date: 8/14/2012	Revised Date: 10/11/2022	Revision number: 2
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### I. Purpose

The purpose of this General Order is to provide directions and guidance in the receipt, storage and returning of firearms voluntarily stored by community members at UW-Whitewater Police Department.

### II. Policy

Wisconsin State Statues 941.235(1) reads, “Any person who goes armed with a firearm in any building owned or leased by the state or any political subdivision of the state is guilty of a Class A misdemeanor”. UW-Whitewater Police Department (UWWPD) will securely store legally possessed firearms for University community member.

### III. Procedure

- A. Individuals affiliated with UW-Whitewater as a currently enrolled student, or employed as staff or faculty may store personally owned firearms at UWWPD. The intent of this storage is to provide our community members with the ability to enjoy the shooting sports without violating the law restricting the possessing a firearm on State property.
- B. An individual requesting storage of a firearm should bring the weapon to UWWPD in the following manner:
  - a. Unloaded; and
  - b. Cased (soft or hard).
- C. The following information will be entered unto a card and kept in the firearms storage cabinet with the firearm:
  - a. First, middle and last name;
  - b. Cell phone number;
  - c. Home telephone number;
  - d. Address;
  - e. Description of case;
  - f. Model of firearm;
  - g. Serial number of firearm;
  - h. Date of birth.

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- D. The individual will sign in and out the firearm on the back of the card when removing it from or putting it into storage.
- E. Individuals must provide photo identification when storing or retrieving the weapon. Individuals and weapons will be checked through eTime or other appropriate means, by the officer receiving them, to validate the individual can legally possess the firearm and the firearm is not reported stolen or lost. This will be done whenever the weapon is checked in or out of storage.