

POLICY MANUAL

POLICY NO. 4-407	
PAGE NO. 1 of 1	APPROVED BY: BOARD OF GOVERNORS
DATE APPROVED: September 1, 1999	SUPERSEDES: June 14, 1995
SUBJECT: FIREARMS	

Firearms or ammunition are not permitted in any building or property of the College at any time unless:

- a) the firearm or ammunition is in the possession of a peace officer or certified firearm safety examiner.
 - b) the firearm or ammunition is owned by the college for specific educational purposes such as the "Practical Firearms Training Course". Such firearm or ammunition are the responsibility of the appropriate legally qualified (FAC) professor and are subject to the legal requirements for safe handling and storage.
 - c) stored in a vehicle in accordance to the regulations made under the Criminal Code Part III section 116 (1)
- or.
- d) prior written authorization has been obtained from the designated school representative in accordance with procedure 4-407.

NOTE: Definition of "firearm" as described in the Criminal Code and Fish and Wildlife Conservation Act. (FWCA - extends definition to include an air gun, pellet gun, bow or crossbow)

Firearms Procedure 4-407

Updated March 2006

1 Students requesting authorization to bring firearms or ammunition into the buildings must obtain authorization forms from the Law Enforcement Coordinator or designated school representative. The reason for the request must be specified along with the date and time the permit is requested for. This form must be signed by the professor whose class the firearm or ammunition is to be taken into at least 24 hours in advance. The permit must be carried by the person in possession of the firearm or ammunition and presented to the designated school representative upon entry and departure.

The firearm must be unloaded, trigger locked, encased and the authorization symbol must be prominently displayed.

2 If the firearm or ammunition is on the property before it is needed, or after it is needed, it is to be stored in accordance to the regulations made under the Criminal Code. The storage location must be authorized in the permit referred to in article 1.0.

3 The professor authorizing the permit is responsible for the safe handling of the firearm or ammunition in the classroom.

Note : The above procedure is for rare circumstances only and will not be promoted or encouraged

In the event of an academic strike, the firearms and/or ammunition will remain on the college site, securely locked in the NR Law building. Local police are to be advised of this situation.

It is the responsibility of the Vice President, Finance and Administration or designate with appropriate certification to ensure that these procedures are properly enforced, drawing authority from the Board policy on "Firearms", 4-407 approved September 1, 1999.