Weapons

Approved July 15, 2013
Next Scheduled Review: July 15, 2016

Supplements System Regulation 34.06.02

Standard Administrative Procedure Statement
This Standard Administrative Procedure (SAP) establishes the prohibition of weapons on Texas A&M Engineering Experiment Station (TEES) property, in a TEES vehicle or at a TEES sponsored function. Authorization exception requirements for possessing weapons are also outlined. This SAP is in accordance with System Regulation 34.06.02 Weapons, and Texas Penal Code 46.03.

Reason for Standard Administrative Procedure
This SAP outlines the process for authorization exceptions in accordance with System Regulation 34.06.02.

Procedures and Responsibilities

1. PROHIBITION

   1.1 Firearms and other weapons listed in Texas Penal Code 46.03 are not permitted in a Texas A&M Engineering Experiment Station (TEES) facility or portion of a facility, vehicle, or on grounds on which an activity sponsored by TEES is being conducted.

   1.2 Any portion of TEES conducting business on property assigned to another member will follow that member’s process.

2. AUTHORIZATION REQUIREMENTS

   2.1 Should circumstances exist which dictate the necessity for possession of a weapon by an individual in a TEES facility or portion of a facility, vehicle, or on grounds on which an activity sponsored by TEES is being conducted, written authorization must be secured prior to such occurrence. The A&M System Firearm Authorization Request Form is to be utilized for the request.

   2.2 The written request shall be routed through Engineering Human Resources to the Deputy Director, or designee, for review and approval.

   2.3 A risk assessment will be conducted on requests in coordination with Engineering Human Resources and the TEES Safety Office.
2.4 Risk assessment findings and recommendations will be provided to the Deputy Director, or designee, as part of the approval process.

2.5 Approved requests will be subject to follow up compliance checks in coordination with Engineering Human Resources and TEES Safety Office.

2.6 A listing of approved authorizations will be maintained by Engineering Human Resources and the TEES Safety Office.

3. PENALTIES

3.1 Failure to comply with this SAP may result in disciplinary action, up to and including termination. An individual who violates any of the weapons laws may be reported to the appropriate law enforcement agency and may be subject to prosecution in accordance with the law.

Related Statutes, Policies, or Requirements
Regulation 34.06.02, Weapons

Texas Penal Code §46.03

Texas Penal Code §46.035

Appendix
A&M System Firearm Authorization Request Form

Contact Office
Engineering Human Resources
(979) 458-7699