

ENCLOSURE 1 TO TAB A TO APPENDIX 5 TO ANNEX C TO SEYMOUR JOHNSON
AFB INTEGRATED DEFENSE PLAN: PRIVATELY OWNED WEAPONS

REFERENCES.

AFI 31-101, Interim Change 3, *Integrated Defense*

AFI 31-117, *Arming and Use of Force by Air Force Personnel*

ATF Publication 5300.4, *Federal Firearms Regulations Reference Guide*

Title 18 U.S.C. Chapter 44--Firearms

N.C. Gen. Stat. 14, Article 54B; 14-415.24 (a)

1. SITUATION. Personnel residing on Seymour Johnson AFB are authorized to own privately owned weapons (POW). This enclosure establishes procedures and requirements for POWs (including ammunition) on the installation.

a. Enemy Forces. Described/defined in classified threat products. Maintained under separate cover by 4 SFS/S2.

b. Friendly Forces. See Basic Plan.

2. MISSION. To provide safety and security with regard to POWs and associated ammunition on the installation.

3. EXECUTION.

a. Concept of Operations.

1. The very nature of the integrated defense mission requires control and accountability of Privately Owned Weapons (POWs) stored on the base. In accordance with the prescribed guidelines in this enclosure, the privilege to store POWs is extended to active-duty Airmen/Reserve military members (both Cat A and Cat B), DoD civilian employees, retirees, and dependents 18 years and older assigned to Seymour Johnson AFB. Long-term enduring contractors with Common Access Cards (CACs) may be authorized, at the discretion of the 4 FW/CC. This enclosure does not apply to guests. Exceptions to this policy may be granted on a case to case basis, at the discretion of the 4 FW/CC.

2. It is imperative that all members choosing to exercise this privilege completely understand the policy prior to transporting a weapon on to SJAFB. Failure to fully comply with established procedures could result in apprehension for Article 92 failure to obey an order or regulation under the Uniformed Code of Military Justice for military personnel, or detention and administrative measures for civilian personnel.

3. Personnel assigned to SJAFB residing in dormitories, bachelor living quarters, temporary living facilities (TLFs) or billeting/lodging facilities must register any firearm they possess and store their firearm(s) and ammunition within the SF Armory (4 SFS/S4A).

4. Personnel residing in on-base privatized housing must register any firearm they possess and may store their firearm(s) and ammunition at their residence or within the SF Armory.
5. Other unusual dangerous weapons will be stored in a specific area separate from the primary living area. These include items such as knives designed as a weapon, bows, arrows, pellet/BB guns, or any weapon or instrument whose primary purpose or common use is to inflict grievous bodily harm. Within dormitories, dormitory managers will provide storage for these types of weapons and control access to the items. Commanders at all levels will ensure personnel under their command comply with these requirements.
6. For properly credentialed CCW permit holders, this revised enclosure provides a safe and secure way to transport a handgun on and off base. It also allows CCW holders assigned to SJAFB that live off the installation to store their weapon in their POV (using the process outlined in this enclosure) while on duty.
7. This enclosure does not cover the LEOSA or Unit Marshall Program. These subjects are covered in separate enclosures within the Force Protection Plan (FPP).

b. Definitions.

1. Firearm: IAW ATF Publication 5300.4, the Federal Firearms Regulations Reference Guide, the type of firearm is defined as: handgun (semi-automatic pistol or revolver); shotgun; rifle; etc.
2. Pistol. A weapon originally designed, made, and intended to fire a projectile (bullet) from one or more barrels when held in one hand, and having (a) a chamber(s) as an integral part(s) of, or permanently aligned with, the bore(s); and (b) a short stock designed to be gripped by one hand and at an angle to and extending below the line of the bore(s).
3. Revolver. A projectile weapon, of the pistol type, having a breech loading chambered cylinder so arranged that the cocking of the hammer or movement of the trigger rotates it and brings the next cartridge in line with the barrel for firing.
4. CCW Permit holder: Any Active Duty/Active Reserve military member, DoD civilian, or dependent, 18 years and older, retiree or contractor (in possession of a CAC) that meets all of the following criteria:
 - i.) Assigned to SJAFB (Retirees are exempt from this criteria)
 - ii.) Qualified to legally possess a North Carolina Concealed Carry Weapon (CCW) permit.
 - iii.) Possesses a current North Carolina CCW permit or a CCW permit from a state with whom the State of North Carolina recognizes CCW reciprocity.
5. POW Home Storage: IAW Title 18 U.S.C. Chapter 44 Sec 921, the term “secure gun storage or safety device” includes any of the following:

i.) A device that, when installed on a firearm, is designed to prevent the firearm from being operated without first deactivating the device.

ii.) A device incorporated into the design of the firearm that is designed to prevent the operation of the firearm by anyone not having access to the device.

iii.) A safe, gun safe, gun case, lock box, or other device that is designed to be or can be used to store a firearm and that is designed to be unlocked only by means of a key, a combination, or other similar means.

6. POV Storage for CCW Permit Holders who have properly registered with Security Forces: A valid CCW holder can also store a POW in their Privately Owned Vehicle (POV). This may be a locked glove box, center console, or a commercially purchased lockable weapons case. All weapons cases which are easily portable must be securely attached to the vehicle through bolting, chaining, or similar securing methods which will semi-permanently affix the case to the vehicle. The firearm must not be visible from the outside of the vehicle. These additional options enable the permit holder to securely store their POW without exiting the vehicle. NOTE: Personally owned weapons, regardless of registration status or circumstance, are not to be taken or transported into any controlled or restricted areas on the installation.

7. POW Transportation for individuals without a CCW permit or individuals that have not yet registered as a CCW Permit Holder with Security Forces: The movement of privately owned weapons/firearms from one location to another, on or off base, properly secured. In accordance with federal transportation laws, the weapon is unloaded and cleared, in a locked container inside the trunk or located as far away as possible from the driver and occupants of the vehicle. Firearm must not be in view from outside of the vehicle. Ammunition must be stored separately, out of view, and out of direct control. NOTE: Personally owned weapons, regardless of registration status or circumstance, are not to be taken or transported into any controlled or restricted areas on the installation.

8. Weapons Carry: Privately owned weapons/firearms which are located on a person, under one's direct control, or within reach regardless if they are loaded or unloaded.

i. This policy does not in any way authorize the carry (open or concealed) of any weapon on the installation.

ii. Only sworn federal, state, or local law enforcement officials who are credentialed to carry firearms as part of their position, other individuals credentialed under the Law Enforcement Officer Safety Act (LEOSA), military personnel specifically authorized in writing by an authorizing official to carry firearms pursuant to official business (as outlined in AFI 31-117 and AFI 71-101) and are authorized to carry concealed weapons on the installation.

iii. See section 3.j for clarification on firearms transportation for CCW holders.

c. Registration.

1. All POWs stored on the installation will be registered. The registration focal point for personnel assigned to the 4 FW will be the 4th Security Forces Armory. Once registered, personnel residing in base housing are authorized to retain their firearms/ammunition in their quarters provided each firearm is registered with the Security Forces Armory, Building 5006.

2. Members possessing a CCW permit (whether residing on base or off base) and wishing to store their POW in their personally owned vehicle (POV) while they are on duty or otherwise on SJAFB (not at their residence) must receive approval from their unit commander and register each POW with the 4th Security Forces Squadron armory. Retirees will apply for approval through the office of the Deputy Commander, 4th Mission Support Group. Contractors will apply for approval through the commander of the unit that receives their primary support or the unit to which their SJAFB-designated Contracting Officer's Representative is assigned.

3. When to register.

(a) If arriving during a PCS or purchasing a firearm off-base, members will declare their POW upon arrival at SJAFB installation gate(s).

i. If residing in on-base housing, the gate guard will direct the member to properly store their POW at their residence and begin the registration process within 72 hours.

ii. If residing in the dorms or lodging, The Gate Guard will direct the firearm owner to report to the 4th Security Forces Squadron Armory (Building 5006) to begin the registration process immediately.

(b) If POW(s) are delivered to an on-base residence in a Household Goods Shipment, members are permitted to store their POWs at their residence but must begin the registration process with either their first sergeant or 4th Security Forces Squadron Armory within 72 hours.

(c) Firearms purchased at AAFES facilities must be immediately transported to the designated storage facility or off the installation. No other stops on base are permitted. Firearms and ammunition may not be purchased during the same transaction.

(d) Members residing off base with a valid CCW permit wishing to store their POW in their POV while on duty shall register their weapon(s) with SF armory prior to storing on base.

4. Registration Process.

(a) The first sergeant or the on-duty armorer will provide personnel with required forms to begin the registration process.

(b) After routing the required paperwork through respective commanders, personnel must report to the Security Forces armory within 72-hours.

(c) Once completed, personnel will bring their weapons to the 4th Security Forces Squadron Armory for physical verification of each serial number. Once verified, on-duty armorer will provide two copies of each form. One copy is to be placed in their Personal Information Folder in their Commander's Support Staff section, the second copy is for member's personal record.

(d) If the forms are not completed within 72 hours, the Security Forces Armory will follow-up with the member to ensure proper procedures were followed and individual's unit is aware of pending POW registration.

(e) For more information, members can contact the 4th Security Forces Squadron Armory at 722-2506, or contact their unit's First Sergeant.

5. Forms required for registration.

(a) AF Form 1314. Registration. Requirements include the type, manufacturer, caliber/gauge and serial number. The AF Form 1314 can be downloaded from the Air Force e-Publishing web site (<http://www.e-publishing.af.mil>). The 4th Security Forces Squadron Armory (SFS; 4 SFS/S4A) will enter the AF Form 1314 information into the Security Forces Management Information System (SFMIS) upon receipt. The SFS Armory will maintain, IAW RDS, a master listing of registered firearms with names and locations and provide these listings to the Base Defense Operations Center (BDOC) on a routine basis.

(b) DD Form 2760. Qualification to possess Firearms or Ammunition. This form is used to determine if you have been convicted of a crime which would disqualify you from possessing/registering a POW.

(c) AF Form 1297. Weapons Identification Card. For members storing their POW(s) in the armory only. Two forms will be filled out. One will be provided to the firearm owner. The second form will stay with the firearm at the SFS Armory. The firearm owner has up to 72 hours to pick up their firearm.

(d) CCW Memo for Record. In order for a POW to be transported or stored in a vehicle under the rules in section 5.h.3 and 5.j, the CCW permit holder must provide a memorandum to their commander which indicates that the member has read and understands the rules and regulations regarding the transportation and storage of a POW in a POV. Appendix A of this instruction contains the sample memorandum. A CCW permit holder may not transport and store their POWs in a POV under section 5.h.3 and 5.j until their commander (or the 4 MSG/CD, for retirees) has endorsed the memorandum.

(e) Forms will be maintained IAW the Air Force Records Management Information System (AFRIMS) Records Disposition Schedule (RDS). Forms will be maintained, protected and destroyed as "For Official Use Only."

(f) CCW permit holders storing and transporting under the rules in section 5.h.3 and 5.j must have their military ID, driver's license, CCW permit that is valid and accepted in North

Carolina with current laws and a copy of their signed CCW Storage MFR on their person. The CCW Storage MFR may be kept in the car, but must be immediately accessible to the permit holder. All others only need their military ID and driver's license.

d. Temporary removal of registered POWs from the armory (for hunting, shooting range etc.).

1. Any firearm removed from the SFS Armory must be returned within 72 hours (excluding leave or TDY), unless the individual's unit Commander or First Sergeant provides written approval indicating the extended period, or if the individual is selling the firearm.
2. If the individual is taking leave or going TDY they must provide an MFR to the SF Armory from their Commander or First Sergeant stating they are taking their POW and state when they are returning with said POW.
3. Personnel must present a copy of their weapons identification card, AF Form 1297 and military ID (CAC) card to show ownership prior to removing their firearm and/or ammunition from the SF Armory.
4. Any ammunition left in the SF Armory must be accounted for on a new AF Form 1297. After signing for the firearm and/or ammunition, the owner will retain and carry a copy of the weapons identification card or AF form 1297 until the firearm/ammunition is returned to the SF Armory.
5. The NCOIC, Security Forces Armory, will notify the respective unit First Sergeant or Commander, within 12 hours when a weapon is not returned on time.

e. Permanent removal of the POW(s) from the armory or base housing due to sale, PCS or separation.

1. Personnel departing TDY or PCS must present a copy of their AF Form 1314 and a copy of their orders or a letter of written authorization from the unit Commander stating the circumstances for permanent withdrawal to the SF Armory.
2. If individuals sell their firearms they must provide the SF Armory with an MFR from their Commander or First Sergeant stating that they are permanently removing their POW.
3. All personnel who reside on base and own a POW must provide the SF Armory with a copy of final out processing paperwork from Corvias to be signed off on vMPF. Dorm personnel will have to provide written authorization to permanently remove their POW.

f. Restrictions.

1. If a unit Commander or First Sergeant restricts a member of their command from removing their POW from the armory, the unit Commander or First Sergeant must immediately notify the DFC.

2. If a unit Commander revokes this privilege, a letter will be placed into the members Personnel Information File (PIF) and on file in the SFS Armory. Members must immediately cease transporting/storing POWs in their POV upon revocation.
3. Unit Commander or First Sergeant must follow up with written notification of any imposed restriction/revocation to the SF Armory within 48 hours.
4. It is prohibited for any person to possess, display, or handle any weapon, to include replicas and realistic looking toy weapons, in a manner that causes public fear, public disorder, or concern for public safety.
5. BB or pellet (CO₂ and air) guns may only be fired at an authorized firing range. Persons under the age of 18 cannot possess, handle, transport, or fire these types of weapons without parental or legal guardian supervision.
6. Items specifically designed as defensive weapons such as, but not limited to, chemical defensive sprays, are permissible. However, these types of weapons may only be used as a means of self-defense. Possession of defensive weapons may not be authorized within certain operational areas or facilities.
7. The following privately owned firearms/weapons are prohibited on SJAFB:
 - (a) Any dagger, dirk, switchblade, butterfly knife, stiletto, or any other unusually dangerous instrument capable of inflicting cutting, stabbing, or tearing wounds is prohibited. Knives with blades that exceed three and one-half inches are illegal to carry on or about your person unless actively engaged in fishing or hunting activities.
 - (b) Brass or iron knuckles are prohibited. They are defined as any instrument that consists of finger rings or guards made of a hard substance that is designed, made, or adapted for the purpose of inflicting injury by striking any person.
 - (c) Items specifically designed or modified as an offensive weapon are prohibited. These include, but are not limited to modified baseball bats, ax handles, clubs, or chains.
 - i. Possession of all martial arts instruments, either on your person or within a vehicle is prohibited. Instruments include, but are not limited to, nunchucks, throwing stars, and tonfas. Exception: Transportation of martial arts instruments is authorized to and from sanctioned events and training. When martial arts instruments are being transported, they must be in plain view or secured in the trunk of the vehicle.
 - ii. Prohibited weapons seized by authorities will be destroyed as determined by the Defense Reutilization and Marketing Service.
 - (d) Unusually dangerous weapons usage (for example: bow/arrow) is prohibited on base with the exception of sanctioned base events and the archery range.

(e) Persons who arrive at SJAFB and possess prohibited weapons shall contact Security Forces immediately for disposition instructions.

(f) Unlawful possession of Title II weapons. While Title II weapons are authorized in North Carolina, there is a Federal registration and license process that must be adhered to for purchase and possession.

g. Storage.

1. Storage of properly registered POF (firearms and/or ammunition) in the SF Armory separate from government arms and ammunition is authorized.

2. Properly registered POFs may be stored in military family housing, privatized housing and privately owned vehicles (POVs) on the installation in accordance with the guidelines listed in this enclosure.

3. With the exception of CCW permit holders, POVs are not authorized for storage of POW(s). Members TDY to SJAFB, individuals residing in lodging or Temporary Living Facilities (TLFs), private contractors, and visitors are also prohibited from storing weapons in their POVs.

h. The following storage locations are authorized:

1. SFS Armory.

2. Privatized Housing. This does not include bachelor quarters (dormitories) or billeting.

3. POV (applies to CCW permit holders only).

(a) Overall, the individual is responsible for weapon safety. The intent is to handle the weapon the least amount necessary while ensuring proper transfer from carry to storage occurs in the safest manner possible. The weapon must be stored upon the first stop after arrival to the installation. At no point will a member depart their vehicle while still armed with their POW on the installation.

(b) Members must secure POWs in a locked container which hides the firearm from view outside of the vehicle. This may be a locked glove box, center console, or a commercially purchased lockable weapons case. All weapons cases which are easily portable must be securely attached to the vehicle through bolting, chaining, or similar securing methods which will semi-permanently affix the case to the vehicle.

(c) Storage is not to exceed a consecutive 12-hour period or the duration of established duty day, whichever is longer.

(d) Airmen residing in SJAFB dormitories will not store POWs in their rooms or POVs.

(e) Members TDY to SJAFB, individuals residing in lodging or Temporary Living Facilities (TLFs), private contractors, and visitors are prohibited from storing weapons in their POVs.

(f) Members will not remove their weapon from storage in their POV for any purpose while on the installation and are not in any way to use their weapon in an attempt to augment or intervene in any security or law enforcement situation.

i. Transportation.

1. Members must secure POWs in a locked container which hides the firearm from view outside of the vehicle. This may be a locked glove box, center console, or a commercially purchased lockable weapons case. All weapons cases which are easily portable must be securely attached to the vehicle through bolting, chaining, or similar securing methods which will semi-permanently affix the case to the vehicle.

2. Ammunition will be transported in a separate compartment from firearms. CCW/LEOSA carriers are exempt from this requirement.

3. Privately Owned Firearms/weapons will not be transported into restricted or controlled areas unless specifically authorized by regulation or instruction and in the official performance of duties.

4. Any vehicle operator stopped by Security Forces (other than during routine installation entry) will immediately inform Security Forces they are in possession of a firearm if transporting a privately owned firearm. The vehicle operator will provide the approved storage area or authorized activity they are proceeding to or departing from. If, during routine entry, the Security Forces member asks if the member is transporting a POW, the member will advise they are in possession of firearm and provide the approved storage area or authorized activity they are proceeding to or departing from.

j. Transportation options for CCW permit holders who have registered with Security Forces.

1. CCW permit holders may temporarily store POWs in their POV when transitioning on and off the installation IAW federal law, DoD regulations, and State of North Carolina law.

2. While storing and transporting under the rules in this section, the CCW holder must also have their military ID, driver's license, CCW permit honored by North Carolina under current laws and a copy of their signed CCW Storage MFR on their person. The CCW Storage MFR may be kept in the car, but must be immediately accessible to the permit holder.

3. POWs carried by authorized individuals who are transitioning on and off the installation will be carried in configuration which is preferred by the individual. (I.E. Weapon on fire with round in chamber, weapon on safe with no round in chamber, etc.). This applies to semi-auto pistols and revolvers only. No other type of weapon is authorized to be carried in this manner.

4. Members must secure POWs in the vehicle at the member's first stop upon entering the installation. The POW will never leave the vehicle while transitioning from carry to storage.
5. The member must secure and control the vehicle at all times. The vehicle must be locked at all times when unattended. In the instance the vehicle doors cannot be locked, such as on a vehicle with removable doors, or motorcycle, the firearm must be secured in a locked container attached to the vehicle and must also have a trigger lock or cable lock installed.
6. Privately owned firearms, ammunition, or weapons will not be taken into public places. Weapons will only be transported to and from approved storage areas or authorized activities while on SJAFB.
7. Under no circumstances will a POW be carried on the person with the following exceptions:
 - (a) The initial transport to the first on-base destination. Once arrived, the member will immediately store the POW without exiting the vehicle.
 - (b) The member may re-arm inside their vehicle when transitioning off the installation at the end of their duty day.
 - (c) If the member resides in on base housing and stores the weapon in the same location, the member may exit the vehicle in the driveway or in the garage and must proceed immediately to the storage location to properly store the POW.
8. Any vehicle operator stopped by Security Forces other than during routine installation entry will immediately inform Security Forces they are in possession of a firearm(s) if transporting a privately owned firearm. The vehicle operator will provide the authorized CCW/LEOSA credential, signed CCW MFR, and approved storage area or authorized activity they are proceeding to or departing from. If, during routine entry, the Security Forces member asks if the member is transporting a POW, the member will advise that they are a CCW permit holder, in possession of firearm(s) and provide all credentials.

k. Carry of POWs on the installation

1. Under no circumstances will a POW, ammunition and/or weapon be carried (open or concealed) into public places within the installation.
2. Open carry of POWs is not authorized on SJAFB under any circumstances.

l. Task Organization.

1. The DFC

- (a) Provide storage and security of firearms for personnel residing in dormitories, bachelor living quarters, temporary living facilities (TLFs) or billeting/lodging facilities.

(b) Limit access to files containing lists of weapons, owners, and storage locations to the SF Armory, Security Forces Investigations section, AFOSI, and the ECC.

2. Unit Commanders

(a) Ensure the requirements for registration and de-registration of privately owned weapons is included on all unit (to include subordinate units) in/out processing checklists.

(b) Ensure personnel under their command who reside in government owned/leased dormitories, bachelor living quarters, temporary living facilities (TLFs) or billeting/lodging facilities and who possess privately owned firearm(s) register and store the firearm(s) in the SFS Armory.

(c) Ensure personnel who sell, trade, gift, or destroy a registered weapon notifies the CSS and deregisters the firearm within 7 days.

3. Coordinating Instructions. See Basic Plan.

4. ADMINISTRATION AND LOGISTICS. See Annex H, *Service/Logistics Support*.

5. COMMAND AND SIGNAL.

a. Command. See Annex O, *Command and Control*.

b. Signal. See Annex G, *Communications*.