

CITY OF CHICAGO

FIREARMS IN THE WORKPLACE POLICY

Effective Date: July 1, 2016

I. Policy Statement

This Policy is enacted to promote employee safety and to ensure compliance with federal, state, and local laws relating to the possession and use of firearms, including the Illinois Firearm Concealed Carry Act; the Illinois Criminal Code – Article 5, Deadly Weapons, 720 ILCS 5/Art. 5 et. seq.; and the City of Chicago Firearms and Other Weapons Ordinance.

The City of Chicago (“City”) is committed to providing a safe work environment for its employees, customers and others visiting City facilities or conducting business with the City. The unsanctioned or illegal presence of firearms on City property threatens the safety of City employees and violates Illinois law. Accordingly, the City prohibits all non-peace officer employees from carrying or possessing firearms inside buildings owned or controlled by the City. The City further prohibits non-peace officer employees from possessing firearms while on duty in any area where firearms are prohibited by law.

II. Overview

This Policy establishes standards concerning possession of firearms by City employees and visitors to City property.

Peace Officers are exempt from this policy.

The following conduct, when engaged in by a non-peace officer employee, may result in discipline up to and including discharge:

1. Possessing a firearm inside a building or that portion of a building owned or controlled by the City.
2. Possessing a firearm while on duty in any area where firearms are prohibited by law.
3. Carrying a firearm while on duty into any private non-residential property, if a sign, posted conspicuously at the entrance to the property, states that firearms are prohibited.
4. Carrying a firearm into a private residence while on duty without express written consent of the owner.

III. Definitions

“Employee” means an individual employed by the City of Chicago, whether part-time or full-time, paid or volunteer.

“Firearm” has the meaning ascribed to that term in section 8-20-010 of the Municipal Code of Chicago.

“Concealed firearm” has the meaning ascribed to those terms in section 5 of the Firearm Concealed Carry Act, 430 ILCS 66/5.

“License” means a license issued by the Illinois State Police to carry a concealed firearm.

“Peace Officer” means any person who by virtue of his office or public employment is vested by law with a duty to maintain public order or make arrests for offenses, whether that duty extends to all offenses or is limited to specific offenses.

“Visitor” means a member of the general public who is not an on duty-peace officer or on-duty City employee.

IV. Policy Guidelines

While on duty, a City employee who has obtained a license to carry a concealed firearm in compliance with applicable state and federal laws may carry a concealed firearm in any area where firearms are not prohibited by federal, state, or local law.

It is a violation of this policy for an employee, while on or off duty, to carry, transfer, or store a firearm inside a building or that portion of a building owned or controlled by the City.

It is a violation of this policy for an employee, while on or off duty, to carry, transfer, or store a firearm inside a City-owned or leased vehicle.

It is violation of this policy for an employee, while on duty, to carry a firearm inside any private residence or residential building without express written consent from the owner.

It is a violation of this policy for an employee, while on or off duty, to violate any federal, state, or local laws relating to owning, possessing, carrying, transferring, storing, displaying, or discharging firearms, including, but not limited to, the Illinois Firearm Concealed Carry Act; the Illinois Criminal Code – Article 5, Deadly Weapons, 720 ILCS 5/Art. 5 et. seq.; and any City of Chicago Municipal Code provision, or rule or regulation promulgated thereunder, pertaining to firearms and other weapons.

V. Report of Violations

In applying this policy, no employee shall take any action that will risk his or her own safety or the safety of other individuals. No employee should ever attempt to restrain or forcibly evict an armed person from City premises. If an employee feels that someone poses a risk to that employee’s safety or to the safety of others, the employee shall notify the Chicago Police Department immediately by calling 911.

A. Employee Violations

Employees are required to report violations of this Policy without regard to the relationship between the individual who engages in the prohibited behavior and the individual reporting it. An employee who believes that another employee may be in violation of this policy must notify the department's human resources liaison. If there is a perceived public safety concern, the Chicago Police Department must be notified immediately by calling 911. The department must subsequently report a violation of this policy directly to the City of Chicago Inspector General's Office. No employee or City official may retaliate against any employee who has reported a possible violation of this policy.

The City reserves the right to authorize searches for prohibited weapons on its property when a violation is reported or when probable cause or reasonable suspicion is present. Refusal to permit such a search may result in discipline up to and including discharge.

B. Visitor Violations

Visitors are prohibited from carrying firearms inside a building or that portion of a building owned or controlled by the City. If a City employee becomes aware that a visitor is in possession of a firearm, the employee may either inform the visitor that firearms are prohibited in City buildings or contact building security personnel. If the visitor refuses to remove the firearm from the facility, the employee or security shall promptly call 911.

VI. Discipline

Any violation of this Policy is a serious offense that endangers the safety of City employees and visitors to City facilities. Employees who fail to comply with this Policy may be subject to discipline up to and including discharge.