



Military Police

# **PRIVATELY OWNED WEAPONS, EXPLOSIVES AND AMMUNITION**



Headquarters  
1<sup>st</sup> Infantry Division and Fort Riley  
Fort Riley, Kansas 66442  
3 April 2018

## **SUMMARY OF CHANGE**

### **Fort Riley Regulation 190-1**

#### **Privately Owned Weapons, Explosives and Ammunition**

- Clarifies that legally owning National Firearms Act weapons does not authorize their use on the installation (para 1-4).
- Clarifies applicability of Kansas and reciprocal states open and concealed carry laws regarding Fort Riley and Federal Installation (para 1-5).
- Adds responsibilities for the Senior Commander to establish punitive policies regarding privately owned weapons on the installation (para 2-1).
- Adds responsibility for Commanders involving the waiver program (para 2-1 and 2-2).
- Adds responsibilities for SJA involving the waiver program (para 2-5).
- Adds responsibility for AAFES to include vendors contracted thru AAFES (para 2-6).
- Clarifies that all privately owned firearms including National Firearms Act weapons, air rifles and air pistols are required to be registered if being brought onto Fort Riley (para 3-1).
- Adds requirement for National Firearms Act weapons' owners to abide by all federal laws applicable toward ownership (para 3-1).
- Includes requirement for personnel entering the installation in possession of a firearm to declare the weapon and provide proof of registration (para 3-1).
- Updates registration procedures to include processing at the Visitor Control Center (chap 3).
- Clarifies individuals are required to register firearms they intend to bring onto the installation as opposed to simply residing on the installation (para 3-2, 3-8 and 4-1).
- Establishes in and out processing procedures for all firearms registered on Fort Riley by unit personnel (para 3-1 and 3-2).
- Adds that at no time will privately owned weapons be stored in barracks or in another on post quarters not belonging to the Soldier (para 3-2).
- Adds requirement for Soldiers to update their records regarding privately owned firearms (para 3-8).

- Establishes authorized locations where firearms may be stored (para 4-1).
- Establishes storage requirement for privately owned weapons other than firearms (para 4-2).
- Establishes procedures for waiver program. This allows personnel denied registration abilities to apply for a waiver (para 5-1, 5-2 and 5-3).
- Identifies policy regarding disposition of confiscated items (chap 6).
- Identifies procedures for resolving abandoned privately owned weapons (chap 6).
- Clarifies existing policies and establishes further method to transport firearms and other authorized weapons to include motorcycles and when on different areas of the installation (para 7-2).
- Addresses unsecure and unattended firearms being confiscated by law enforcement (para 7-2).
- Identifies disabled hunters as exempted from transportation requirements (para 7-3).
- Removes references to COPS database and updates registration procedures to include ALERTS database (throughout).
- Separates and clarifies prohibited practices from prohibited weapons (chap 8 and 9).
- Updates prohibited weapons to include pyrotechnics such as Tannerite, clarifies term “loaded firearm” to include muzzle loading firearms, and adds prohibition to include armor piercing munitions (para 8-1).
- Aligns regulation with DoD and ATF policies with prohibitions on firearms that do not meet specific lengths/configurations (para 8-1).
- Allows for the use of certain items such as blades and weapons used in an official capacity for assigned duties (para 8-2).
- Allows certain exemptions for personnel with weapons for ceremonies or as display items (para 10-1).
- Allows certain exemptions for AAFES and the Transportation office in the movement of firearms and weapons (para 10-1).
- Clarifies the Senior Commander or their designee as the approving authority to grant waivers and exceptions to this regulation and the DES as the initial POC (para 10-2).

- Updates appendix A references (app A).
- Clarifies minimum required procedures for the storage of privately owned weapons in unit arms rooms (app B).
- Includes formal waiver request packet example (app C).
- Includes FR Forms relating to firearms registration (app D).
- Updates glossary special terms to include clarified definitions (glossary, section II).

**Headquarters**  
**1<sup>st</sup> Infantry Division and Fort Riley**  
**Fort Riley, Kansas 66442**  
**3 April 2018**

**Fort Riley Regulation 190-1**

**Military Police**

**Privately Owned Weapons, Explosives and Ammunition**

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**Summary.** This regulation provides installation guidance of privately owned weapons, explosives, and ammunition.

**Applicability.** This regulation applies to all personnel, military or civilian entering or on the Fort Riley reservation. For the purposes of this regulation, the training areas located North of Vinton School Road are not considered to be on the cantonment area of

the reservation. However, persons recreating North of Vinton School Road must comply with applicable portions of this regulation when carrying weapons onto the reservation or storing them on the reservation.

**Proponent.** The proponent of this regulation is the Directorate of Emergency Services, IMRL-ESS, Fort Riley, KS 66442-5000. The Directorate of

Emergency Service has the authority to approve exceptions to this regulation, consistent with controlling laws and regulations, except in those cases identified herein where exceptions must be approved by the Senior Commander or their designated representative.

**Distribution.** This publication is available electronically.

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\*This regulations supersedes Fort Riley Regulation 190-1, dated 17 December 2012.

## **Military Police**

### **Privately Owned Weapons, Explosives and Ammunition**

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## **Chapter 1**

### **General**

#### **1-1. Purpose.**

This regulation sets policy, responsibilities, and procedures for the control and security of privately owned weapons, explosives and ammunition on Fort Riley.

**1-2. References.** References are listed at appendix A.

**1-3. Abbreviations and terms.** Abbreviations and special terms used in this regulation are explained in the glossary.

#### **1-4. Compliance.**

a. Military personnel who fail to comply with this regulation are subject to judicial or non-judicial action under the Uniform Code of Military Justice (UCMJ), or appropriate administrative action.

b. Government employees and civilians who violate this regulation may be subject to prosecution in the United States District Court, barred from post, referred to civilian authorities, and/or subject to disciplinary and administrative action according to federal laws and regulations.

c. Weapons used, possessed, transported, or stored in violation of this regulation may be temporarily seized or permanently confiscated.

d. Legally owning National Firearms Act (Class III) weapons does not authorize their use on the installation.

e. It is unlawful for any person to:

(1) Fail to register, store, or transport a firearm on the installation in accordance with (IAW) this regulation.

(2) Possess an item on the installation that is prohibited by this regulation.

f. Any violations will be investigated and forwarded to the appropriate authorities for action.

**1-5. Open and Concealed Carry.** Any Federal or Kansas law that authorizes individuals to carry openly or concealed does not apply on the Fort Riley reservation. Permits from states with reciprocity are not recognized or valid on Fort Riley. Under no circumstances will the transportation of loaded or concealed handguns, shotguns, or rifles be permitted on Fort Riley except by duly authorized law enforcement personnel or by military personnel in the performance of their official duties. The senior commander is the approving authority for Law Enforcement Officers Safety Act (LEOSA) exceptions.

## **Chapter 2**

### **Responsibilities**

#### **2-1. Senior Commander (or Designated Representative).**

a. Establish procedures and publicize punitive policies that regulate privately owned weapons, explosive, and ammunition on the installation. Policies will include procedures for:

(1) Registration of firearms belonging to personnel living on the installation and registration of firearms by personnel who bring a firearm on the installation for the purpose of engaging in authorized activities.

(2) Identification of prohibited weapons and practices.

(3) Requirements for all Soldiers and Family members to comply with federal, state, and local laws and regulations on ownership, possession, registration, transport, and use of firearms.

b. Serve as Adjudicating Authority for personnel seeking a waiver.

#### **2-2. Commanders.**

a. Brief all newly assigned personnel on this regulation and ensure that members of their command are briefed on any changes to this regulation, federal laws, state laws, or local ordinances.

b. Establish in and out-processing procedures at the unit level to identify if Soldiers in the command and Family Members they sponsor who reside on the installation own or possess a firearm requiring storage on the installation or those who reside off the installation have a need to bring a firearm on the installation. Once identified, verify eligibility by certifying all requests for firearm registration (Fort Riley Form 102-1). Registration is prohibited if the owner:

- (1) Has been convicted of a felony.
- (2) Has been convicted of a misdemeanor crime of domestic violence including non-judicial punishment under Article 15 UCMJ.
- (3) Is a fugitive from justice.
- (4) Has been convicted in any court of possession, use or sale of drugs including non-judicial punishment under Article 15 UCMJ.
- (5) Is currently declared mentally incompetent.
- (6) Is under the age of 18.

c. Make decisions on the appropriate storage location of firearms on request approvals by appropriate annotation on FR 102-1. The five day temporary registration received from an Access Control Point (ACP), the Visitor Control Center (VCC) or the

Post Exchange will serve as verification that the appropriate background information is met on both the firearm owner and the firearm. Commanders should not approve the FR 102-1 without the temporary registration form completed first.

d. Ensures Soldiers return approved requests (FR Form 102-1, Request for Registration of Privately Owned Firearms) for firearm registration to the Directorate of Emergency Service, Visitor Control Center, building 885.

e. Maintain records of all approved FR 102-1 of Soldiers in the command and their immediate Family members. Once the firearms are registered through DES, the Soldier will return the FR 102-1 to the Commander. Commanders are required to maintain the original copies of the validated FR 102-1 with the raised DES seal for all firearms approved for registration. The FR 102-1 is maintained on file until the Soldier departs the command.

f. Specifically address privately owned firearms and weapons in the unit arms room Standing Operating Procedures (SOP) and/or physical security plan. The SOP will address firearms registration procedures and specifically outline registration request procedures and requirements for periods when the Commander or their authorized representative is unavailable, storage requirements, access to authorized privately-owned weapons and ammunition stored in the unit arms room, the highest authorized caliber of firearm and ammunition, and the disposition of privately-owned weapons in the event of a unit deployment.

g. Establish and identify individual limits on the quantity and type of privately owned ammunition that may be stored in the arms room, based upon availability of space and safety considerations. Limits must be annotated in the unit arms room standing operating procedures (SOP).

h. Ensure the security and control of privately-owned firearms that are stored in the unit arms room. Use procedures in AR 710-2, Supply Policy Below the National Level, to account for and inventory weapons and ammunition. Secure privately owned weapons and ammunition in unit arms rooms in locked containers separate from military arms, ammunition, and explosives.

i. Post this regulation near the arms room entrance or similar location where it may be readily available for unit personnel.

j. Conduct unannounced inspections of their unit areas to include parking areas to ensure that proper storage of weapons and registration of firearms is being accomplished. Violations of this regulation will be reported to the Military Police Desk at 239-6767.

k. Immediately notify the Military Police (MP) Desk Sergeant upon discovery of a loss of accountability for privately owned firearms stored in the unit arms room.

### **2-3. The Directorate of Emergency Services (DES).**

- a. Maintain the database of all registered firearms utilizing the ALERTS system.
- b. Register all privately owned firearms belonging to Soldiers, Family Members and Civilians, who wish to bring onto or store such firearms on Fort Riley with proper security checks and approval.
- c. Assist all personnel who declare possession of unregistered firearms at an ACP by issuing a five day temporary firearm registration after properly screening the firearm.
- d. Screen all privately owned firearms registration requests through NCIC.
- e. Conduct in and out processing transactions for all firearms registrations.
- f. Conduct updates to personal records regarding privately owned firearms.
- g. Respond to all reported violations of this regulation.
- h. Serve as the central point of contact for all privately owned weapon issues, concerns and waivers.

### **2-4. Directorate of Family Morale Welfare Recreation, Outdoor Recreation and the Trap and Skeet Range and the Directorate of Public Works, Environmental Division.**

- a. Direct Soldiers and the Family Members intending to bring firearms onto Fort Riley for MWR events to register their firearms with the Soldier's Unit Commander. Family Members of deployed Soldiers will be directed to the Soldier's Rear Detachment Commander.
- b. Direct civilian customers, in possession of unregistered firearms, to the Visitor Control Center to register any firearms or alternatively to any Fort Riley ACP to obtain a temporary registration.

**2-5. Installation Staff Judge Advocate (SJA).** The SJA will review all firearm registration denial wavier applications and provide a recommendation to the designated adjudication authority.

### **2-6. Army, Air Force Exchange Services (AAFES).**

- a. Safeguard firearms and/or ammunition in accordance with all applicable Army regulations, Fort Riley regulations and policies and local state laws.
- b. Will not sell firearms/long guns to anyone under the age of 18.

c. Will not sell any handgun to anyone under the age of 21.

d. Will not stock or display, nor allow their authorized vendors to stock or display, any type of illegal firearm or any unauthorized weapon as outlined in this regulation. The Post Exchange may take orders for the sale of legal firearms to authorized persons. The Post Exchange will control firearms in accordance with applicable Federal gun laws, regulations, and installation policies.

e. Establish written procedures for the safe transfer and sales of firearms and ammunition to the buyer.

f. Issue a FR Form 102-2, 5 Day Temporary Firearm Registration (Appendix D), upon the purchase of a firearm.

g. Inform the purchaser that they will have five days to register the firearm(s) with their unit Commander and the DES if they intend to store or bring the firearm(s) on Fort Riley.

## **Chapter 3**

### **Registration Requirement**

#### **3-1. Requirement.**

a. All privately-owned firearms (including National Firearms Act weapons, air rifles and air pistols) being brought onto Fort Riley must be registered with the DES. This requirement applies regardless of personnel category (military, Family Member, guest, unaffiliated civilian, etc.) and regardless of which of the authorized locations (privatized housing, unit arms room, or off post) is used for storage of the firearms. Persons with National Firearms Act weapons must follow all federal laws applicable toward the ownership and use of those weapons.

b. Anyone entering the installation in possession of privately owned firearm will declare possession of the privately owned firearm(s) to the gate guard at the ACP and provide a copy of the valid registration or request assistance with registration.

#### **3-2. Soldiers and their immediate Family members.**

a. Who desire to bring firearms on-post will submit a written request (FR Form 102-1) to their commander for approval to register their privately owned firearms. Soldiers and their immediate Family members who intend to bring privately owned firearms onto the installation for authorized use but store off post must be approved by their commander.

b. Who desire to store a registered privately owned firearms on the installation will store those firearms in the unit arms room unless the Commander authorizes them to be stored in their on-post quarters. At no time will privately owned weapons be stored in barracks or in another on post quarters not belonging to the Soldier.

c. Who do not intend to bring privately owned firearms onto the installation are not required to register their privately-owned firearms as long as these firearms are not brought onto the Fort Riley military installation.

**3-3. Soldiers on TDY and Visitors.** Civilians and Soldiers not assigned, attached, or temporarily stationed at Fort Riley desiring to bring firearms onto Fort Riley will register their privately-owned firearm(s) with the DES prior to bringing the firearm onto the installation.

#### **3-4. Personnel not authorized to register firearms.**

a. Minors may not register firearms on Fort Riley.

b. Persons to whom the provisions of the Lautenberg Amendment apply are prohibited from owning and registering firearms.

### **3-5. Registration Procedures.**

a. Temporary Registration. A 5-Day Temporary Registration may be obtained at any ACP to Fort Riley. The firearm must be transported IAW this regulation and declaration with a request for a temporary registration must be verbalized to the guard.

b. Permanent Registration. A permanent Weapons Registration may be obtained at the Visitor Control Center, Building 885 Henry Drive. Permanent registrations are valid for three years from the date of issue.

(1) Take one of the following into the Visitor Control Center:

(a) Caliber, type, serial number, make, model, action, and finish of each firearm to be registered. The firearm must be transported IAW this regulation and kept inside the vehicle (Do not take the firearm into the Visitor Control Center). Visitor Control Center staff will verify registration information against the firearm in the parking lot.

(b) A 5-Day Temporary Registration (FR 102-2) that has been issued within the last five days. (Firearms are not required to be brought to the Visitor Control Center if already temporarily registered.)

(c) Soldiers and their immediate Family members must bring a Request for Registration of Privately Owned Firearms (FR 102-1) that is approved by their commander. If temporarily registered, the 5-Day Temporary Registration will be provided and the firearm does not need to be present. Without a 5-Day Temporary Registration (FR 102-2) the firearms must be present as described in paragraph 3-5b(1)(a).

(2) Upon registration of a firearm, the individual will receive a computer-generated Weapons Registration Permit. When transporting the firearm on post, they will keep this permit on their person as proof of compliance with this regulation and will produce the form when requested by any MP, Federal law enforcement officer, or Game Warden.

(3) If the firearm arrives in a household goods shipment or other manner where the firearms are not registered temporarily at the gate prior to being physically on the installation, the owner must report to the DES, Physical Security within 72 hours of the firearms arrival in order to obtain a temporary transportation memorandum which authorizes the transportation of the firearm to an ACP, the VCC, or BLDG 219. Once the firearm(s) are brought to one of these locations a temporary registration will be obtained.

**3-6. Installation In-Processing.** Service members who are in-processing the installation will process through the VCC and will update an existing registration from another installation and transfer their firearms to Fort Riley if required.

**3-7. Installation Clearing.** Service members who have registered their firearms and are leaving Fort Riley on permanent change of station (PCS) orders or who are

separating from service (such as expiration term of service (ETS) or retirement) will process through the DES, Admin Office when clearing to clear the firearms from the registration system or to transfer the record to their new installation, as applicable. Clearing papers will be stamped following this process.

**3-8. Registration Updating.** Personnel will update their file at the Visitor Control Center if at any time they sell or otherwise dispose of a firearm prior to clearing the installation or have registered a firearm on post and no longer desire to bring the firearm onto the installation.

## Chapter 4

### Storage Requirement

#### 4-1. Authorized storage locations for privately owned firearms.

a. Soldiers and their immediate Family members desiring to store privately owned firearms on the installation will be approved (by their commander) a location to store their privately owned firearms: in privatized housing or in unit arms rooms. Personnel may not store weapons in any other location on the installation such as vehicles, offices, barracks, unaccompanied personnel quarters, transient quarters, etc.

(1) Storage in privatized housing. Personnel (including Family members) signed for privatized housing on the installation may store firearms in their quarters, if approved, provided the firearms are registered IAW this regulation. Individuals storing privately owned firearms and ammunition in privatized housing will take all reasonable precautions to ensure firearms and ammunition are inaccessible to unauthorized persons and minors. Guests staying temporarily in privatized housing are required to adhere to these requirements.

(2) Storage in unit arms rooms. If approved, personnel living or staying in barracks, unaccompanied personnel quarters, transient quarters, etc., may store privately owned firearms and ammunition in the arms room of the unit to which they are, or will be, assigned, attached, or otherwise affiliated. **At no time will firearms or weapons be stored in the barracks.**

b. Soldiers and their immediate Family members storing privately owned firearms off the installation and requesting to bring their firearms on the installation must be approved by their commander. Firearms not being brought onto the installation are not required to be registered on the installation.

c. Commander's discretion. Commanders at all levels have the authority to require any individual within their command residing and storing on post in privatized housing to surrender their privately owned firearms and ammunition for storage in the unit's arms room when, if in their opinion, the continued presence of firearms and ammunition in the Service member's possession threatens the good order, discipline, or safety of the unit, the individual, or the Family members of the individual in question. Commanders may request, but not order, any Soldiers storing off-post to store their weapons in the unit arms room or require the Soldier to move on post when he/she believes such action to be reasonably necessary. Commanders should address these situations with their legal counsel.

#### 4-2. Storage requirements for privately owned weapons other than firearms.

Slings, slingshots, spear guns, cross bows, long bows, compound bows, blowguns, paint-ball guns, or other projectile launching devices must be stored IAW the authorized storage locations for firearms in this chapter. No registration is required. Nothing in this regulation is meant to prevent the official use of any of these devices to aid in unit or individual proficiency training or for hunting/fishing when regulations so permit.

## **Chapter 5 Waivers**

### **5-1. Purpose.**

a. In order to ensure that deviations from established security requirements prescribed in this regulation are systematically and uniformly addressed at the proper level of command, waivers may be submitted

b. A waiver may be approved by the Senior Commander or their designated representative in writing.

### **5-2. Waiver Request for Firearm Registration.**

a. The waiver process consists of:

(1) Obtain a certified copy of the requestor's complete criminal history, which must include all arrests and convictions.

(a) To obtain information concerning his/her record, the subject of the NCIC III check may submit a written request accompanied by a set of fingerprints, complete name, date of birth, place of birth and the required fee to:

Federal Bureau of Investigation  
CJIS Division  
Attention: Special Correspondence Unit, Module D-2  
1000 Custer Hollow Road  
Clarksburg, West Virginia 26306-0171

(b) To challenge and/or correct a Kansas criminal history record, the subject should contact:

Kansas Bureau of Investigation  
Attention: Criminal History Records Section  
1620 S. W. Tyler  
Topeka, Kansas 66612-1837

(c) Submit a letter and the waiver application form in Appendix C to this regulation to the designated adjudication authority through the Directorate of Emergency Services. In the letter, all offenses and/or other weapons registration denial criteria must be listed, along with an explanation why the conduct should not result in denial of weapons registration on Fort Riley. Other factors the applicant should address are the:

- (i) Nature and seriousness of the conduct
- (ii) Circumstances (in specific) surrounding the conduct
- (iii) Length of time elapsed since the conduct

- (iv) Age of the individual at the time of the incident or conduct
- (v) Proof of efforts toward rehabilitation.

(d) Provide a current physical mailing address or email address to enable the approval authority to transmit a copy of his/her determination on the waiver request.

(e) Nonmilitary affiliated civilians, retirees, and employees will submit the completed waiver application to:

Directorate of Emergency Services  
Attn: Security Branch  
Building 219, Custer Ave.  
Fort Riley, KS. 66442

(2). Service Members and their authorized dependents must submit their packet through their chain of command to the DES, Security Branch. The DES will not review packets without an endorsement from the chain of command in the form of a memorandum for record.

b. Adjudicated decisions will be mailed to address provided on the waiver request through certified mail.

### **5-3. Waiver Review.**

a. The DES, Security Branch will review the firearm registration denial waiver applications for completeness and will add supplemental ALERTS information if UCMJ charges exist.

b. The Office of the Staff Judge Advocate will review all firearm registration denial waiver applications and provide a recommendation to the designated adjudication authority. The designated adjudication authority will review the waiver application and render a determination that ensures proper protection of good order, discipline, and health and safety on the installation. The designated adjudication authority will return the determination to the DES, Security Branch to provide a copy to the individual and notify the sponsor of the decision.

c. The DES Security Branch will ensure that applicable internal databases are updated based on the approval decision from the Senior Commander or their designated representative.

d. Individuals who have had a waiver request denied may request reconsideration from the Senior Commander or their designated representative no earlier than one year after the date of the previous decision. Individuals may request reconsideration earlier if they can present significant information that was not available at the time of the original request or show that the basis for the original denial was overturned, rescinded, or expired.

## **Chapter 6**

### **Security, safety and control procedures.**

#### **6-1 Control Procedures.**

a. Privately-owned weapons and ammunition stored in the unit arms room will be withdrawn only with written permission from the unit Commander or his/her authorized representative. Unit Commanders will develop a written procedure for weapon withdrawal and a list of unit representatives authorized to release the weapon and/or ammunition. This will be included in the unit arms room SOP or unit Physical Security Plan.

b. At no time will firearms be stored in on-post privatized housing, BOQ or SBEQ to which they are not assigned.

c. Minors. Individuals less than 18 years of age will not transport or use privately owned firearms on the installation unless accompanied by an adult. Minors may not register weapons on Fort Riley.

d. Maintenance of firearms. Individuals will be held responsible for maintaining all privately owned firearms in a safe operating condition so as not to present a hazard to them or others while in use on the installation.

e. Disposition of seized contraband. All privately owned weapons, ammunition, and prohibited items seized pursuant to this regulation will be treated as evidence of a crime. Seized contraband will be processed, IAW Army Regulation 195-5, Evidence Procedures.

f. Abandoned weapons, explosives, and ammunition will be disposed of following AR 190-11, Chapter 6 guidance.

**Chapter 7****Transportation of privately owned weapons.****7-1. Requirements for transporting firearms.**

- a. All firearms will be registered prior to being transported onto Fort Riley.
- b. Individuals transporting firearms on Fort Riley are traveling by the most direct route to and from authorized locations:
  - (1) Hunting areas
  - (2) Firearm ranges
  - (3) Assigned quarters
  - (4) AAFES establishments
  - (5) Environmental Division facilities

**7-2. Method for transporting firearms and other authorized weapons.**

- a. All privately-owned weapons will only be transported in vehicles. Soft top vehicles will not be left unattended while privately-owned weapons are being transported.
- b. Motorcycles must be equipped with storage containers to transport firearms. A rider is not authorized to transport a firearm on their person while operating a motorcycle on Fort Riley.
- c. All firearms must be unloaded during transportation. The carrying or transportation of a loaded firearm is prohibited. Any weapon with any ammunition in the breech, chamber, cylinder, magazine, or other loading mechanism attached to the weapon shall be considered loaded for the purposes of this regulation. A muzzle loader is considered unloaded when the firing cap or priming powder is removed, rendering it unable to fire.
- d. Weapons will be transported in a compartment of the vehicle that is inaccessible to all passengers in the vehicle. If no inaccessible area exists, the firearm will be transported in a closed case that is in open view and the ammunition stored separately. A glove compartment or center console is not considered a closed case. In all circumstances, ammunition will be separate from the firearm.
- e. Firearms used for authorized recreational activities North of Vinton School Road, as defined in this regulation, may be transported in the passenger compartment of a vehicle as long as they are unloaded and cased, and only while the possessor of the firearm(s) is actively engaged in hunting, as defined in Fort Riley Regulation 210-15.

f. Firearms left in an unattended and unsecure vehicle may be confiscated by law enforcement personnel.

**7-3. Transporting exemption.** Disabled persons hunting North of Vinton School Road are authorized to hunt from their vehicle. Exempted individuals must possess a permit to hunt from a vehicle pursuant to KAR 115-18-4 and comply with the specific regulations outlined in Fort Riley Regulation 210-15 (Installation Hunting, Fishing, Trapping and Outdoor Recreation Regulations).

## **Chapter 8**

### **Prohibited weapons**

**8-1. Prohibited weapons.** The following items are prohibited on the Fort Riley Military Reservation.

- a. Any "brass knuckles" or "knucks."
- b. Blackjacks, saps, cudgel type weapons or clubs, nightsticks, riot batons, homemade clubs, and expandable batons.
- c. Nunchakus, throwing stars, throwing spikes, shurikins, swords, kung fu sticks, garrotes, or other related martial arts weapons. Personnel may possess or use nunchaku and kung fu sticks only in connection with martial arts training, practice, and exhibitions. They will not be used in a threatening manner and may never be carried in a concealed manner. Personnel residing in the barracks will store such item(s) in the unit arms room.
- d. Any taser, stun gun, cattle prod or other device designed to deliver an electrical shock.
- e. Any razor, ice pick, or letter opener carried in a concealed manner. This includes the following items: sword canes, sword umbrellas, penknives, lipstick knives, and any other blade that is disguised to resemble everyday items.
- f. Dummy hand grenades/IEDs. (Military training aids are exempted and are required to be maintained by and at military organizations in a controlled environment)
- g. Destructive Devices. (1) Any poisonous gases, pyrotechnics, explosives or incendiary devices of any type (other than ammunition for firearms) including simulators, exploding targets (Tannerite), fireworks, and grenades, except when authorized for military use. (2) Any type of weapon by whatever name known which will, or which may be readily converted to, expel a projectile by the action of an explosive or other propellant, the barrel or barrels of which have a bore of more than one-half inch in diameter, except a shotgun or shotgun shell which the Director finds is generally recognized as particularly suitable for sporting purposes; and (3) any combination of parts either designed or intended for use in converting any device into a destructive device as described in paragraphs (1) and (2) of this definition and from which a destructive device may be readily assembled. No destructive device, to include gunpowder and primers for reloading / muzzle loading will be maintained in barracks.
- h. Armor-piercing ammunition as defined by the ATF. Any ammunition that has been designed, manufactured, or adapted for the purpose of defeating metal armor of any type or soft body armor, such as worn by law enforcement personnel.

i. Bump stocks, bump triggers and related aftermarket accessories. Any aftermarket part and/or accessory that will enable any weapon to fire continuously with only one application of the trigger mechanism using any form of mechanical or gas energy.

j. "Any Other Weapon" as defined by the ATF. Any weapon or device capable of being concealed on the person from which a shot can be discharged through the energy of an explosive; a pistol or revolver having a barrel with a smooth bore designed or redesigned to fire a fixed shotgun shell; weapons with combination shotgun and rifle barrels 12 inches or more, less than 18 inches in length, from which only a single discharge can be made from either barrel without manual reloading; and shall include any such weapon which may be readily restored to fire. Examples include wallet guns, cane guns, knife guns, pen guns, etc.

k. Other devices. At their discretion, unit commanders can further restrict and/or remove any device intended to function as a weapon.

**8-2. Prohibited to use weapons.** Automatic firearms and machine guns are required to be registered but are prohibited to be used on Fort Riley. They are defined as any weapon which shoots, is designed to shoot, or can be readily restored to shoot, automatically more than one shot, without manual reloading, by a single function of the trigger. The term shall also include the frame or receiver of any such weapon, any part designed and intended solely and exclusively, or combination of parts designed and intended, for use in converting a weapon into a machine gun, and any combination of parts from which a machine gun can be assembled if such parts are in the possession or under the control of a person.

### **8-3. Exemptions.**

a. Nothing in this regulation shall prohibit Military members or Department of Defense (DOD) civilian employees from possessing fixed or folding bladed knives with a blade length not to exceed five inches, military weapons, military ammunition or explosives in a lawful manner while in the performance of their military duties or other authorized purposes as prescribed by applicable Army Regulations.

b. Gunpowder for legitimate reloading or muzzle loading weapons are authorized as ammunition. Possession and storage of reasonable amounts not more than 1 pound (0.454 kg) of commercially manufactured sporting black powder or 20 pounds (9 kg) of smokeless powder for hand loading of small arms ammunition for personal consumption is authorized.

## **Chapter 9**

### **Prohibited Practices**

#### **9-1 Prohibited Practices.**

a. The possession of a weapon or weapons in violation of Federal and state laws or of this regulation.

b. The open carry of any weapon within the Fort Riley cantonment area to include pistols, shotguns, rifles, sling shots, bows, crossbows, paintball guns, air rifles, airsoft guns, and other devices which discharge or are designed to discharge a missile projectile or object with sufficient force to injure persons or damage property is prohibited except at authorized ranges and authorized areas.

c. The carrying of a concealed weapon on the installation is prohibited regardless of whether a state or county permit has been obtained.

d. Discharging any firearm within the Fort Riley cantonment area to include pistols, shotguns, rifles, sling shots, bows, crossbows, paintball guns, air rifles, airsoft guns and other devices which discharge or are designed to discharge a missile or object with sufficient force to injure persons or damage property; except at authorized recreational areas.

e. Selling, manufacturing, purchasing, or possessing any prohibited weapon as outlined in this regulation and other applicable laws and regulations.

f. Individuals with a Federal Firearms License (FFL) selling firearms on the installation without firearms being registered on the installation.

## **Chapter 10**

### **Exceptions**

**10-1. General exceptions.** Nothing in this regulation shall prohibit:

a. Service members or government employees, while in the performance of official duties, from possessing or using military weapons, military ammunition or explosives, or other military devices, for training, or for other authorized purposes as prescribed by applicable Army Regulations.

b. Civilian law enforcement personnel, while in the performance of official law enforcement duties, from possessing or using government or privately owned weapons, ammunition, explosives, or other devices in a lawful manner, as prescribed by applicable laws or the orders of lawful superiors.

c. Individuals from possessing, carrying, transporting, or storing decorative, ornamental, or ceremonial swords, tomahawks, sabers, or other weapons within the confines of the installation when used strictly for display, ceremonies, and or including the practice of martial arts (see 8-1d).

d. Authorized carriers of household goods and authorized carriers for the Army and Air Force Exchange Service (AAFES) from transporting on post any weapon contained in household goods or ordered by AAFES.

**10-2. Other Waivers.** The Senior Commander or his designated authority must grant any other waiver to the requirements of this regulation. Any such request must be made in writing and the approved requests filed with the DES.

## **Appendix A References**

### **Section I Required Publications**

#### **AR 190-11**

Physical Security of Arms, Ammunition, and Explosives

#### **AR 190-13**

Army Physical Security Program

#### **AR 190-51**

Security of Unclassified Army Property (Sensitive and Nonsensitive)

#### **DA PAM 790-51**

Risk Analysis for Army Property

#### **AR 710-2**

Supply Policy Below the National Level

#### **AR 735-5**

Policies and Procedures for Property Accountability

#### **DA Pam 710-2-1**

Using Unit Supply System (Manual Procedures)

#### **FORSCOM Reg 500-3-1**

FORSCOM Mobilization and Deployment Planning System; Fort Riley Mobilization Plan, Volume 1

#### **ATTP 3-39.32**

Physical Security

#### **10 USC Section 892(1)**

Failure to Obey Order or Regulation

#### **UCMJ Article 92(1)**

Failure to Obey Order or Regulation

#### **FR REG 210-15**

Installation Hunting, Fishing, Trapping & Outdoor Recreation Regulation

#### **CG Policy Letter #25**

Policy on Barracks Visitation, Alcohol, and Weapons

**Section II**  
**Related Publications**

**DOD 5100.76-M**

Physical Security of Sensitive Conventional Arms, Ammunition, and Explosives

**DOD FMR Volume 5**

Dispersing Operations for Finance and Accounting Officers

**AR 15-6**

Procedures for Investigating Officers and Boards of Officers

**AR 25-30**

The Army Publishing Program

**AR 25-52**

Authorized Abbreviations, Brevity Codes, and Acronyms

**AR 190-13**

The Army Physical Security Program

**AR 190-14**

Carrying of Firearms and Use of Force for Law Enforcement and Security Duties

**AR 190-45**

Law Enforcement Reporting

**AR 190-56**

The Army Civilian Police and Security Guard Program

**DA Pamphlet 190-51**

Risk Analysis for Army Property

**DA Pamphlet 385-64**

Ammunition and Explosives Safety Standards

**ATTP 3-39.32**

Physical Security

**FM 22-6**

Guard Duty

**FORSCOM Reg 700-4**

Ammunition

**Section III**  
**Prescribed Forms**

**DA Form 2062**

Hand Receipt/Annex Number

**DA Form 3161**

Request for Issue or Turn-in

**DA Form 3749**

Equipment Receipt

**FR Form 102-1**

Registration of Privately Owned Firearms (Numerous)

**FR Form 102-2**

5 Day Temporary Registration of Privately Owned Firearms (Numerous)

**FR Form 43-1**

Weapons and Ammunition Control Sheet/Log

## **Appendix B**

### **Procedures for Storage of Privately Owned Weapons in Unit Arms Rooms**

1. **Accountability.** Name, rank, and Social Security number of owner; and make, type, caliber, and serial number of the weapon will be entered on the bottom portion of the unit Master Authorization List. Weapons must be tagged with the above data for identification.

2. **Inventories.** Privately owned weapons and ammunition will be inventoried using the same standards and frequency required for government small arms and ammunition. Armorer's or inventorying officers must have access to visually account for privately owned firearms and ammunition.

3. **Storage.** Privately owned weapons and ammunition will be maintained separately from military weapons and ammunition and in approved locked containers securely fastened to a fixed object in the arms room. Individuals will obtain written approval from their commander prior to storage of any privately owned weapon or ammunition in the arms room. The approval will be presented to the armorer, who will retain a copy on file. The unit will sign a DA Form 2062, Hand Receipt, retaining a copy and giving the original to the owner. This document becomes the source document for accountability and inventories. The unit will also issue a DA Form 3749, Equipment Receipt, for each weapon stored in the arms room. As a general rule, storage of ammunition is limited to 50 rounds of ammunition per type of weapon. Soldiers requesting storage in excess of 50 rounds must obtain written approval from the unit commander.

4. **Temporary removal.** Individuals must obtain written authorization from the unit commander prior to removing privately owned weapons from the arms room. This authorization and the DA Form 3749 must be maintained in the arms room whenever a weapon is removed. The commander's authorization will be retained on file for 90 days after the weapon's return. The unit armorer will sign out weapons on the Weapons and Ammunition Control Sheet/Log.

5. **Permanent removal.** Requests to permanently remove privately owned weapons from unit arms rooms require the commander's written approval. The owner of the privately owned weapon will complete a new DA Form 2062, Hand Receipt, acknowledging receipt of the weapon. The final hand receipt and letter of authorization must be attached to the next monthly serial number inventory and these two documents must be maintained on file for two years.

6. **Visitors.** Official and unofficial visitors to Fort Riley may withdraw their weapons without prior approval from military authority but must conform to all other aspects of this regulation.

**Appendix C****Fort Riley Privately Owned Firearm Registration Denial Waiver Application****FORT RILEY PRIVATELY OWNED FIREARM REGISTRATION DENIAL  
WAIVER APPLICATION**

DATA REQUIRED BY THE PRIVACY ACT OF 1974, TITLE 5, U.S.C. 552a

AUTHORITY: Executive Orders (EO) 10450, 10865, 12333, and 9397. Department of the Army, Army Regulation (AR) 190-13 (The Army Physical Security Program), 25 Feb 2011.

PRINCIPAL PURPOSE(S): To provide adequate information in order to either grant or deny approval for firearms registration for transportation/utilization on a Federal installation while maintaining effective law enforcement, force protection, and crime prevention programs.

ROUTINE USES: Information is furnished to criminal justice and law enforcement elements within the Department of Defense for investigation and prosecution when such cases fall within their jurisdiction or concurrent jurisdiction as applicable. The "Blanket Routine Uses" set forth at the beginning of the Army's compilation of systems of records notices also apply to this system.

DISCLOSURE: Mandatory. Information must be provided for all persons to register a firearm. Failure to provide complete information on any individual(s) may result in denial of the firearms registration request.

**WARNING: ANY MISREPRESENTATION OR OMISSION OF INFORMATION MAY  
RESULT IN DENIAL OF THE REQUEST**

| <b><u>REQUEST FORM</u></b>                                                                              |                                                                                               |                                            |                                                                                                                                                                                |
|---------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|--------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Please type or print neatly; Attach additional sheets if necessary                                      |                                                                                               |                                            |                                                                                                                                                                                |
| 1. Name ( <i>First/Middle/Last</i> )                                                                    |                                                                                               |                                            |                                                                                                                                                                                |
| 2. Current Address ( <i>Number and Street, City, State, and ZIP Code</i> )                              |                                                                                               |                                            |                                                                                                                                                                                |
| 3. Email address:<br>Do you want your decision emailed back to you rather than mailed to you? ____ Yes  |                                                                                               |                                            |                                                                                                                                                                                |
| 4. Current Telephone Number<br>Home ( ) ____ - ____ Work ( ) ____ - ____                                |                                                                                               |                                            |                                                                                                                                                                                |
| 5. Reason for requesting to register a firearm on Fort Riley?                                           |                                                                                               |                                            |                                                                                                                                                                                |
| 6. What is your affiliation with Fort Riley?                                                            |                                                                                               |                                            |                                                                                                                                                                                |
| 7. Does your job require you to have a clearance?                                                       |                                                                                               |                                            |                                                                                                                                                                                |
| 8. List Your <b>ENTIRE</b> Criminal History ( <i>except traffic and other infractions</i> ) as follows: |                                                                                               |                                            |                                                                                                                                                                                |
| CRIME FOR<br>WHICH YOU<br>WERE ARRESTED                                                                 | DISPOSITION<br>( <i>INCLUDE<br/>SENTENCE AND<br/>CONVICTION<br/>DATE, IF<br/>APPLICABLE</i> ) | NAME &<br>ADDRESS OF<br>COURT OR<br>AGENCY | CRIME FOR<br>WHICH YOU WERE<br>CONVICTED (OR<br><i>INDICATE IF<br/>DISMISSED OR<br/>NULL PROS.</i> )<br>INCLUDE ALL<br>ALFORD, NOLO<br>CONTENDERE,<br>AND NO CONTEST<br>PLEAS. |

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|                                                                                                                                                                  |  |  |  |
| 9. Attach a copy of all court documents, certified by the Clerk of the Court, from all of your conviction(s).                                                    |  |  |  |
| 10. In your own words, explain the facts of each conviction, and why you should be able to come on post. Attach additional sheets if necessary.                  |  |  |  |
|                                                                                                                                                                  |  |  |  |
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|                                                                                                                                                                  |  |  |  |
| 11. Explain any circumstances that lessen the seriousness of the conviction(s) and show that you have been rehabilitated. Attach additional sheets if necessary. |  |  |  |
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|                                                                                                                                                                  |  |  |  |
| 12. Have you been denied firearm registration by any other federal installation? ( <i>please circle</i> )                                                        |  |  |  |
| Yes                      No                                                                                                                                      |  |  |  |
| If yes, indicate the reason for the denial.                                                                                                                      |  |  |  |
|                                                                                                                                                                  |  |  |  |
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|                                                                                                                                                                  |  |  |  |
|                                                                                                                                                                  |  |  |  |
| 13. List all references that you would like the review officer to consider on your behalf. Include name, address, telephone number, and relationship:            |  |  |  |
|                                                                                                                                                                  |  |  |  |
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## VERIFICATION

State of \_\_\_\_\_)

County of \_\_\_\_\_)

Under the penalty of perjury, the undersigned has examined this request for review and to the best of my knowledge and belief, it is true, complete, and correct.

\_\_\_\_\_  
Your Signature\_\_\_\_\_  
Your Printed Name\_\_\_\_\_  
Date (*Month, Day, Year*)

Before me, the undersigned, a Notary Public in and for said County and State, personally appeared \_\_\_\_\_ and acknowledged the execution of the foregoing instrument as his/her voluntary act and deed.

WITNESS, my hand and Notarial Seal, this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

\_\_\_\_\_  
Notary Public, Written Signature

**Appendix D**  
**Forms.**

**D-1**

Request for Registration of Privately Owned Firearms  
FR 102-1

Fig. D-1

**D-2**

5 Day Temporary Registration of Privately Owned Firearms  
FR 102-2

Fig. D-2

**D-3**

Registration Procedures for Privately Owned Firearms  
[tri-fold hand out] [Front]

Fig. D-3a

**D-4**

Registration Procedures for Privately Owned Firearms  
[tri-fold hand out] [Back]

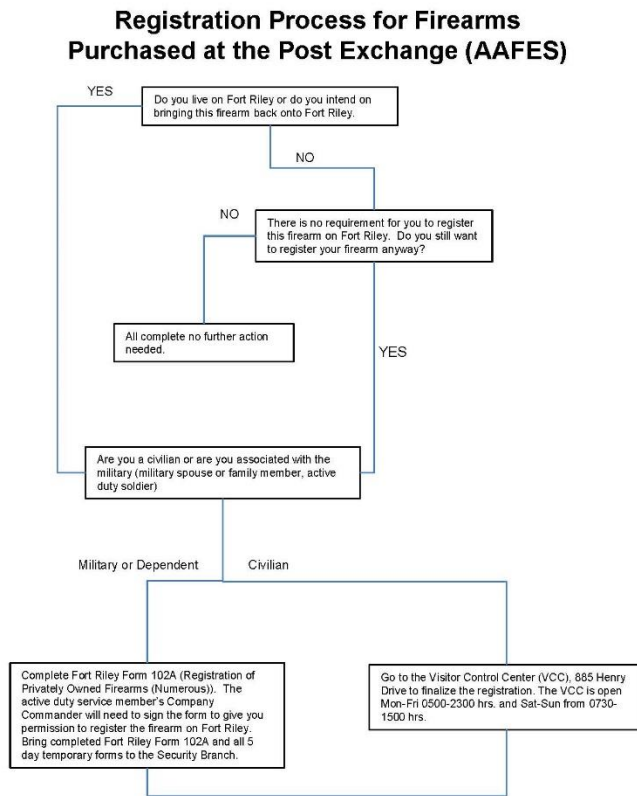
Fig. D-3b

| <b>REQUEST FOR REGISTRATION OF PRIVATELY OWNED FIREARMS (REGISTRANT'S COPY)</b><br><small>See AR 190-14 and AR 190-11 for basic requirements, FR Reg 190-1 for local procedures</small>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |              |                            |                              |                  |                       |            |                               |                          |                          |  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|----------------------------|------------------------------|------------------|-----------------------|------------|-------------------------------|--------------------------|--------------------------|--|
| <b>DATA REQUIRED BY THE PRIVACY ACT OF 1974</b><br><b>Authority:</b> 10 USC 3013, AR 190-11, Physical Security of Arms, Ammo and Explosives (AA&E), AR 190-14, Carrying of Firearms and Use of Force for Law Enforcement Security Duties, and EO 9397.<br><b>Principal Purpose:</b> To assist Commanders in carrying out effective law enforcement, troop safety and crime prevention programs.<br><b>Routine Uses:</b> Information is furnished to criminal justice elements outside the Department of Defense for investigation and prosecution when such cases fall within their jurisdiction or concurrent jurisdiction is applicable. The "Blanket Routine Use" set forth at the beginning of the Army's compilation of systems of records notices also apply to this system.<br><b>Disclosure:</b> Voluntary. However, failure to provide all necessary information will result in denial of registration. |              |                            |                              |                  |                       |            |                               |                          |                          |  |
| 1. Last Name, First, MI                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |              |                            |                              | 2. DoD ID Number |                       |            | 3. Date of Birth              |                          |                          |  |
| 4. Rank/Grade                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |              | 5. Driver's License Number |                              | 6. State         |                       | 7. Height  | 8. Weight                     | 9. Eye Color             | 10. Hair Color           |  |
| 11. Address, City, State, ZIP                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |              |                            |                              |                  |                       |            | 12. Home Phone or Cell Number |                          |                          |  |
| 13. Unit (Company, Battalion, Brigade)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |              |                            |                              |                  | 14. Unit Phone Number |            |                               | 15. ETS/Retirement Date  |                          |  |
| Penalties for inaccurate or False Statements. The US Criminal Code (Title 18, Section 1001) provides that knowingly falsifying or concealing a material fact is a felony which may result in fines up to \$10,000 and/or 5 years imprisonment, or both.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |              |                            |                              |                  |                       |            |                               |                          |                          |  |
| 16. Questions (Required explanation for all "YES" answers, use the remarks block 17.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |              |                            |                              |                  |                       |            |                               | YES                      | NO                       |  |
| a. Have you ever been convicted in any court of any felony offense?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |              |                            |                              |                  |                       |            |                               | <input type="checkbox"/> | <input type="checkbox"/> |  |
| b. Have you ever been convicted in any court of a misdemeanor crime of domestic violence?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |              |                            |                              |                  |                       |            |                               | <input type="checkbox"/> | <input type="checkbox"/> |  |
| c. Are you a fugitive from Justice?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |              |                            |                              |                  |                       |            |                               | <input type="checkbox"/> | <input type="checkbox"/> |  |
| d. Have you ever been convicted in any court (includes non-judicial punishment under Article 15, UCMJ) for the possession, use or sale of marijuana, dangerous or narcotic drugs?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |              |                            |                              |                  |                       |            |                               | <input type="checkbox"/> | <input type="checkbox"/> |  |
| 17. Remarks                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |              |                            |                              |                  |                       |            |                               |                          |                          |  |
| <b>18. Firearms Information</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |              |                            |                              |                  |                       |            |                               |                          |                          |  |
| Serial Number                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Firearm Type | Model                      | Make/Brand                   | Caliber/Gauge    |                       |            |                               |                          |                          |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |              |                            |                              |                  |                       |            |                               |                          |                          |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |              |                            |                              |                  |                       |            |                               |                          |                          |  |
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|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |              |                            |                              |                  |                       |            |                               |                          |                          |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |              |                            |                              |                  |                       |            |                               |                          |                          |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |              |                            |                              |                  |                       |            |                               |                          |                          |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |              |                            |                              |                  |                       |            |                               |                          |                          |  |
| <b>19. CERTIFICATION OF INFORMATION</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |              |                            |                              |                  |                       |            |                               |                          |                          |  |
| I acknowledge my responsibility for security, proper storage and use of my privately-owned firearm(s). I am the owner of the firearm(s) listed below. I have received safety training on the use and storage of the below listed firearms. My statements on this form, and any attachments to it are true, complete, and correct to the best of my knowledge and belief and are made in good faith. I understand that a knowing and willful false statement on this form can be punished by fine or imprisonment or both. (See Section 1001 of Title 18, USC)                                                                                                                                                                                                                                                                                                                                                    |              |                            |                              |                  |                       |            |                               |                          |                          |  |
| Registrant's Signature _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |              |                            |                              |                  | Date _____            |            |                               |                          |                          |  |
| <b>20. Commander/Registrar Review</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |              |                            |                              |                  |                       |            |                               |                          |                          |  |
| The request for registration of the privately owned firearms(s) has been reviewed for accuracy and is being provided to the Directorate of Emergency Services for registration in the Army Law Enforcement Reporting and Tracking System (ALERTS). The privately owned firearm(s) will be stored in the following checked location: <input type="checkbox"/> Unit Arms Room <input type="checkbox"/> On Post Quarters <input type="checkbox"/> Off Post, will transport firearm on post for authorized reasons                                                                                                                                                                                                                                                                                                                                                                                                   |              |                            |                              |                  |                       |            |                               |                          |                          |  |
| Commander's Signature _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |              |                            | Commander Printed Name _____ |                  |                       | Date _____ |                               |                          |                          |  |
| DES Representative Signature _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |              |                            | DES Rep Printed Name _____   |                  |                       | Date _____ |                               |                          |                          |  |

Fig. D-1

| <b>5 DAY TEMPORARY REGISTRATION OF PRIVATELY OWNED FIREARMS</b><br>See AR 190-14 and AR 190-11 for basic requirements, FR Reg 190-1 for local procedures                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                         |                  |                       |           |                         |                |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|------------------|-----------------------|-----------|-------------------------|----------------|
| <b>DATA REQUIRED BY THE PRIVACY ACT OF 1974</b><br><small>Authority: 10 USC 3013, AR 190-11, Physical Security of Arms, Ammo and Explosives (AA&amp;E), AR 190-14, Carrying of Firearms and Use of Force for Law Enforcement Security Duties, and EO 9397.<br/>           Principal Purpose: To assist Commanders in carrying out effective law enforcement, troop safety and crime prevention programs.<br/>           Routine Use: Information is furnished to criminal justice elements outside the Department of Defense for investigation and prosecution when such cases fall within their jurisdiction or concurrent jurisdiction is applicable. The "Blanket Routine Use" set forth at the beginning of the Army's compilation of systems of records notices also apply to this system.<br/>           Disclosure: Voluntary. However, failure to provide all necessary information will result in denial of registration.</small> |                         |                  |                       |           |                         |                |
| 1. Last Name, First, MI                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                         | 2. DoD ID Number |                       |           | 3. Date of Birth        |                |
| 4. Rank/Grade                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 5. Drive License Number | 6. DL State      | 7. Height             | 8. Weight | 9. Eye Color            | 10. Hair Color |
| 11. Address, City, State, Zip Code                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                         |                  |                       |           | 12. Home or Cell Number |                |
| 13. Unit (Company/Troop, Battalion/Squadron, Brigade)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                         |                  | 14. Unit Phone Number |           | 15. ETS/Retirement Date |                |
| <b>Serial Number</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <b>Firearm Type</b>     | <b>Model</b>     | <b>Make/Brand</b>     |           | <b>Caliber/Gauge</b>    |                |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                         |                  |                       |           |                         |                |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                         |                  |                       |           |                         |                |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                         |                  |                       |           |                         |                |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                         |                  |                       |           |                         |                |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                         |                  |                       |           |                         |                |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                         |                  |                       |           |                         |                |
| <b>16. Owners Certification of Information</b><br>I acknowledge my responsibility to properly register this firearm on the installation within five (5) days. The privately owned firearm(s) will be store in the following checked location: <input type="checkbox"/> Unit Arms Room <input type="checkbox"/> On Post Quarters <input type="checkbox"/> Off Post, I will transport the firearm(s) on post for authorized reasons.<br><br>Owner's Signature (Sign In Ink) _____ Date _____                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                         |                  |                       |           |                         |                |
| <b>17. This Portion to Be Completed By Directorate of Emergency Services</b><br><br>CAD Call Number (If Applicable): _____ Date: _____<br><br>Officer Signature: _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                         |                  |                       |           |                         |                |
| <b>FR Form 102-2, 13 March 2018 Previous Editions Obsolete</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                         |                  |                       |           |                         |                |

Fig. D-2



**Registration Procedures  
for Privately  
Owned Firearms at Fort Riley, KS**



**Requirement:** IAW FR Regulation 190-1 paragraph 7a. -- All privately-owned firearms in a person's possession while physically on Fort Riley must be registered on FR Form 102.

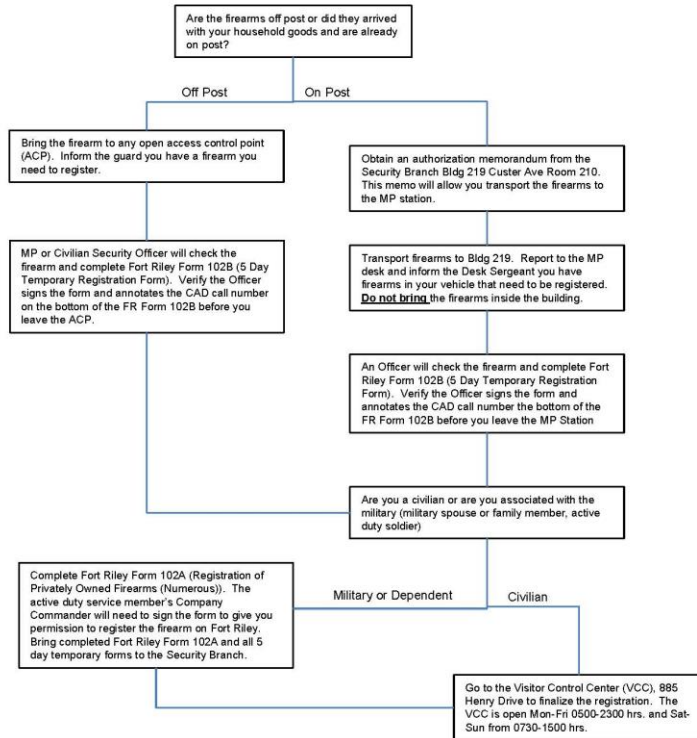


**Ft. Riley Visitor Control Center**  
885 Henry Drive  
Fort Riley, KS 66442  
(785) 239-2982

This pamphlet was produced by:  
Fort Riley, DES, Security Branch

Fig. D-3a

## Registration Process for Firearms Already Owned or Purchased Off Post



### Frequently Asked Questions (FAQ):

- Q. Are all weapons required to be registered on Fort Riley?
- A. No. Only firearms are required to be registered. Firearms are any revolver, rifle, pistol, shotgun or other device designed to shoot a bullet or other projectile by the means of an explosive or compressed charge. This does include bb and pellet guns. Paintball and Airsoft® guns do not need to be registered however they still must be transported like all firearms.
- Q. How do I transport firearms on Fort Riley?
- A. Firearms must be transported unloaded. The firearm must be stored in a separate compartment (i.e. trunk of the vehicle). If the vehicle does not have a separate compartment (i.e. SUV or extended cab pickup truck) the weapon must be in a locked case or have a trigger lock installed.
- Q. I have a conceal carry permit. Can I conceal carry on Fort Riley?
- A. Conceal carry is not permitted on Fort Riley.
- Q. I am the spouse of a soldier. Why am I required to have my spouses Commander's sign my registration form since I am a civilian?
- A. All dependants fall under their sponsor's responsibility on a military installation. Regardless of ownership, the service member is responsible to register all weapons that they or their dependants own that will be brought or kept on the installation.
- Q. How long are my firearm registrations valid for?
- A. Firearm registrations are valid indefinitely for soldiers and their family members while they are on active duty and stationed at Fort Riley. When you PCS, ETS or retire your registration is no longer valid. For personnel who ETS or retire and remain in the Fort Riley area, your registration will be converted to a civilian registration. Civilian registrations are valid for three years.
- Q. I am an out of state hunter coming to Fort Riley for a hunting trip. How do I register my fire arms during my trip?
- A. You will register your firearms at the Access Control Point (ACP). They will provide you a 5 day temporary permit. No additional steps are required if your visit is less than 5 days. If you will be here longer than 5 days, you will need to visit the Security Branch in Bldg 219 Custer Ave Room 210. They will finalize and extend the registration of your firearms.

If you have any additional questions please contact the Security Branch at 239-0866 or 240-0305, or you may visit them at 219 Custer Avenue (Police Station) room 210, Monday – Friday from 0700-1630 hrs with the exception of RDO Fridays, Training Holidays or Federal Holidays.

Fig. D-3b

## Appendix E

### Registration Requirement Reference Table

| Weapon Type                                                                                                                                                                                                                                                                                                            | Registration Required                   |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|
| Pistol                                                                                                                                                                                                                                                                                                                 | Yes                                     |
| Rifle                                                                                                                                                                                                                                                                                                                  | Yes                                     |
| Shotgun                                                                                                                                                                                                                                                                                                                | Yes                                     |
| Bow / Compound Bow                                                                                                                                                                                                                                                                                                     | No                                      |
| Crossbow                                                                                                                                                                                                                                                                                                               | No                                      |
| Sword                                                                                                                                                                                                                                                                                                                  | No                                      |
| Knife                                                                                                                                                                                                                                                                                                                  | No                                      |
| Sling / Sling-shot                                                                                                                                                                                                                                                                                                     | No                                      |
| Airsoft-gun                                                                                                                                                                                                                                                                                                            | No                                      |
| Paintball-gun                                                                                                                                                                                                                                                                                                          | No                                      |
| BB-gun                                                                                                                                                                                                                                                                                                                 | Yes                                     |
| Pellet-gun                                                                                                                                                                                                                                                                                                             | Yes                                     |
| Spear guns                                                                                                                                                                                                                                                                                                             | No                                      |
| Blowguns                                                                                                                                                                                                                                                                                                               | No                                      |
| Taser / Stun-gun / or other shock device                                                                                                                                                                                                                                                                               | N/A – Prohibited Item                   |
| Bump-stock                                                                                                                                                                                                                                                                                                             | N/A – Prohibited Item                   |
| Automatic Firearm                                                                                                                                                                                                                                                                                                      | Yes – Prohibited Use                    |
| Silencer / Suppressor                                                                                                                                                                                                                                                                                                  | Yes – Requires valid Stamp/Registration |
| <ul style="list-style-type: none"> <li>• At no time are any weapons, firearms or otherwise, authorized storage in Barracks.</li> <li>• Storage of authorized / registered weapons in assigned government quarters or off-post is dependent upon the Commanders authorization identified on a FR Form 102-1.</li> </ul> |                                         |

## **Glossary**

### **Section I Abbreviations**

#### **AA&E**

Arms, Ammunition, and Explosives

#### **AR**

Army Regulation

#### **ATTN**

Attention

#### **ATTP**

Army Tactics, Techniques, and Procedures

#### **BOQ**

Bachelor Officers' Quarters

#### **SBEQ**

Senior Bachelor Enlisted Quarters

#### **DA**

Department of the Army

#### **DES**

Directorate of Emergency Services

#### **DOD**

Department of Defense

#### **DPW**

Directorate of Public Works

#### **ETC**

Et Cetera

#### **FFL**

Federal Firearms License

#### **FR**

Fort Riley

#### **FRSB**

Fort Riley Security Branch

**FORSCOM**

United States Army Forces Command

**GSA**

General Services Administration

**HAZMAT**

Hazardous Material

**HQ**

Headquarters

**IAW**

In Accordance With

**MAL**

Master Authorization List

**MP**

Military Police

**NFA**

National Firearms Act

**PAM**

Pamphlet

**PARA**

Paragraph

**PDF**

Portable Document Format

**POF**

Privately Owned Firearm

**POV**

Privately Owned Vehicle

**POW**

Privately Owned Weapon

**REG**

Regulation

**SF**

Standard Form

**SOP**

Standing Operating Procedure

**UCMJ**

Uniform Code of Military Justice

**Section II**

**Special Terms**

**Ammunition.**

The material fired, scattered, thrown or detonated from any weapon such as shotgun shells, bullets, arrow, etc., including the components of materials fired, scattered, thrown, or detonated from any weapon such as smokeless or black powder, primers, arrowheads, points, etc.

**Class III weapons.**

Restricted firearms and other devices regulated by the National Firearms Act. These items are only sold by Federal Firearms Licensed dealers with a Class 3 Special Occupational Tax permit, which is why they are referred to as Class 3 weapons. (See *NFA Firearms below*)

**Concealed weapon.**

Any instrument used or designed for the purpose of inflicting bodily harm that is hidden from ordinary view.

**Explosive.**

Material that causes a sudden, almost instantaneous, release of gas, heat, and pressure, accompanied by loud noise when subjected to a certain amount of shock, pressure, or temperature.

**Firearm.**

Any revolver, pistol, rifle, shotgun, or other device designed for or capable of propelling a bullet or other projectile by means of an explosive or compressed charge.

**Incendiary device.**

Any device designed or specially adapted to cause physical harm to persons or property by means of fire, and consisting of an incendiary substance or agency and a means to ignite it.

**Loaded firearm.**

Any weapon with any ammunition in the breech, chamber, cylinder, magazine, or other loading mechanism attached to the weapon shall be considered loaded.

**NFA Firearms.**

Those firearms as defined in **26 U.S.C. § 5845**, which include such firearms as machineguns, machinegun receivers, silencers, short barreled rifles, short barreled shotguns, destructive devices, smoothbore pistols, and certain other firearms (including certain unserviceable weapons).

**Possession.**

Either, (1) actual ownership of a weapon or (2) the exercise of dominion and control over a firearm or weapon, regardless of actual ownership.

**Privately-owned firearm.**

Any firearm in the possession of an individual, other than authorized military firearms in an individual's possession as part of official military duties.

**Privately-owned weapon.**

Any weapon in the possession of an individual, other than authorized military weapons in an individual's possession as part of official military duties.

**Silencers.**

Any device for silencing, muffling, or diminishing the report of a portable firearm, including any combination of parts, designed or redesigned, and intended for the use in assembling or fabricating a firearm silencer or firearm muffler, and any part intended only for use in such assembly or fabrication.

**Storage.**

A location where something is left unattended when not being used.

**Weapon.**

Anything designed or used for inflicting bodily harm or physical damage.

FOR THE COMMANDER:



CHARLES J. MASARACCHIA  
COL, GS  
Chief of Staff

OFFICIAL:



FRED A. BUCKLEY  
Acting Director of Human Resources

APPENDIXES:

- A. References
- B. Procedures for Storage of Privately Owned Weapons in Unit Arms Rooms
- C. Firearms registration denial waiver application form
- D. Weapons registration forms
- E. Registration requirement reference table