

UAF Policy 02.09.020

EHSRM: Environmental Health, Safety and Risk Management

Field: The location of any university-related activities, including course or research activities, that occur beyo -campus: sporting events, meetings, conferences, trainings, sponsored dinners, or events that occur at another institution, facility, or field site not under the administrative control of UAF.

Firearm: A legal rifle, pistol, or shotgun in proper working order that is appropriate for bear protection (e.g., .30-06 rifle, 44 Magnum pistol, 12 gauge shotgun).

Individual associated with a UAF field activity: Anyone so-designated by the supervisor of the activity. This includes, but is not limited to, students, faculty, or staff from other universities who participate in UAF field research, sharing campsites or transportation with UAF employees and students in remote areas.

Supervisor: The course instructor, lead supervisor, principal investigator, research project coordinator, or field safety officer, as appropriate.

## **REFERENCES RELIED UPON**

02.09.020 - Possession of Weapons, and University Regulation  
- Possession of Weapons, and University Regulation

## **RESPONSIBILITIES**

All UAF faculty, staff and students and all individuals associated with a UAF field activity are responsible for following the policy.

The responsibility for enforcing the provisions of this policy lies with the dean or director of the specific unit that is sponsoring the pertinent field course or field research activity, or that is storing university-owned firearms.

## **PROCEDURES**

### **1. Approval Process**

In order to possess or use a firearm in the field, the following steps must be taken:

- a. The applicant submits a request to the supervisor, including the make and model of the firearm, the ammunition being taken to the field, and the rationale for possession of the firearm.
- b. Applications should be made at least 60 days in advance of the field activity to assure that the approval process can be completed. Applicants should be aware that the required training can be difficult to obtain on short notice.



Individuals may request a renewal of the 3-year approval. The supervisor may require the applicant to retake required training upon review of the request.

- h. Individual approvals for undergraduate students, and for individuals associated with UAF research projects who are neither UAF employees

- RANGE
  - Must include live fire firearm practice (rifle/pistol/shotgun) using the firearm taken into the field
- TIME
  - Four hour minimum
- INSTRUCTOR
  - Must be taught by an instructor with firearm training certification from an approved organization, e.g., ADF&G, MAA (NRA Certified Rifle/Pistol/Shotgun Instructor)

OR

- c. At the field site, when not in use, firearms must be secured. Depending on the need for accessibility of the firearm, a trigger lock may be required. The supervisor determines the protocol for the specific activity.
- d. UAF owned firearms must be cleaned before being returned to UAF storage facilities, even if they have not been used. Any known problems with condition or operation must be reported to the supervisor of the unit that owns the firearm.
- e. Deans/Directors are responsible for ensuring field weapons are securely stored on campus or at authorized off-campus facilities when not in use. Field weapons may be securely stored with the police department in its

The Chancellor has granted an exception to the *R/V Sikuliaq*, which has its own policies for the safe storage and use of firearms.

**POLICY APPROVED BY:**

A handwritten signature in black ink, appearing to read 'D. White', is positioned above a horizontal line.

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Daniel M. White, Chancellor  
University of Alaska Fairbanks

October 9, 2018  
Date