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Security

**CONTROL OF PRIVATELY OWNED
FIREARMS**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction implements Air Force Policy Directive 31-2. It outlines local policy governing registration, possession, storage and use of privately owned weapons on this installation. It applies to all personnel assigned, attached and/or visiting this installation.

SUMMARY OF REVISIONS

This revision has been globally changed to incorporate the redesignation of the 913th Airlift Group (AG) to the 913th Airlift Wing (AW) and update procedures.

1. Responsibilities:

- 1.1. The installation Security and Law Enforcement section is responsible for the compliance and enforcement of this instruction.
- 1.2. All unit/agency commanders will ensure that all personnel assigned to their respective units are familiar with the contents of this instruction.
- 1.3. The 913th AW/LGC section will ensure that all contractor personnel are briefed on the requirements of this instruction.
- 1.4. All 913th AW personnel are individually responsible for ensuring that the requirements of this instruction are met.

2. Procedures:

- 2.1. Privately Owned Firearms and Privately Owned Munitions will not be brought upon or retained upon this installation without the written permission of the Installation Commander or designated representative. Copies of such approval will be on file at SP and renewed annually.

2.2. Upon receipt of authorization from the Installation Commander, all personnel will be required to complete an AF Form 1314, **Firearms Registration**. This action will be accomplished at the Pass & Registration section. Any visible damage noted on the weapon will be annotated in the "Weapons Make" item. AF Form 1314 will be maintained and distributed in the following manner:

2.2.1. Original will be maintained at 913th Pass & Registration Section. The form is destroyed when action described below is taken.

2.2.2. The first copy is given to the owner of the weapon.

2.2.3. Second copy (card) is maintained at the Security Police Armory. Original and second copy are disposed of IAW AFMAN 37-139 when owner permanently changes station, or when privileges are suspended or revoked by the Installation Commander.

2.3. The 913 AW Security Police Armory is designated as the only authorized facility for privately owned firearms. Only privately owned handguns will be stored in the Security Police Armory. The storage of privately owned rifles or shotguns is not authorized in the SP Armory.

2.4. Local facilities permit the storage of a limited number of handguns. Approval of weapon storage will be predicated upon the availability of storage space.

2.5. Privately owned munitions will not be stored on WGARS for any reason.

2.6. Dealing, trading, or selling of privately owned firearms or privately owned munitions is prohibited on this facility.

2.7. No hunting is permitted at Willow Grove Air Reserve Station.

3. Owners Responsibilities for Privately Owned Weapons. All personnel must comply with the policy set forth in this directive and all applicable federal, state, local laws, ordinances and military publications on registering, bearing, possessing and using privately owned firearms.

RICHARD R. MOSS, Colonel, USAFR
Commander