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**SACRAMENTO COUNTY**



**SHERIFF'S DEPARTMENT**

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**SCOTT R. JONES**  
*Sheriff*

**AUTHORIZATION TO PURCHASE/POSSESS ASSAULT WEAPON**

I, \_\_\_\_\_, am a full-time paid peace officer, pursuant to California Penal Code § 830, employed by the Sacramento County Sheriff's Department. I am authorized to carry a firearm in the performance of my duties.

I have been authorized to purchase an assault weapon pursuant to California Penal Code § 12280 for use in my official capacity as a peace officer. I am not making this purchase for the purposes of transfer or resale. I understand the registration, restrictions on transfer, possession and use of the assault weapon pursuant to California Penal Code § 12285.

I have read and understand the law as it pertains to sections 12280 (f)(1) and 12280 (f)(2) of the Penal Code. I acknowledge that pursuant to these sections, I may not be permitted to lawfully retain an assault weapon after retirement.

I declare under the penalty of perjury under the laws of the State of California that the foregoing is true and correct.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Badge Number

Weapon: \_\_\_\_\_  
Manufacturer: \_\_\_\_\_  
Model: \_\_\_\_\_  
Serial Number: \_\_\_\_\_

Pursuant to California Penal Code § 12280(f)(2), the above named person is a full-time paid peace officer, pursuant to California Penal Code § 830, employed by the Sacramento County Sheriff's Department and is authorized to purchase and possess an assault weapon in the performance of his/her duties.

As a full-time paid peace officer, the above named person is exempt from the from the State mandated ten day waiting period [California Penal Code § 12078(a)(1)]. Our records check reveals that the purchasing officer has not been convicted of any offenses prohibited of possessing of firearm.

The weapon listed herein is suitable for use in his/her official capacity as a peace officer and he/she is therefore authorized to make this purchase. The purchase is being made for official use and not for the purposes of transfer or resale. Refer any questions or concerns about this transaction to the Rangemaster of the Training and Education Bureau, 916-874-1956.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Sergeant Steve Harding  
Rangemaster, Training and Education Bureau



## **GENERAL ORDER**

### **Authorized Firearms and Ammunition**

#### I. Purpose and Scope

The purpose of this General Order is to describe Department policy and restrictions regarding authorized firearms and ammunition.

#### II. Policy Statement

It shall be the policy of this Department to restrict firearms and ammunition carried on duty by members of this Department to those firearms and ammunition which conform to the requirements outlined in this document. These restrictions shall apply to all firearms and ammunition carried while on duty as a primary or backup (hideout) firearm or ammunition. The Sheriff or Undersheriff may make exceptions to this Order for specific functions or details. Those exceptions must be in writing, and a copy of the written exception shall be kept in the employee's division file as well as at the Department's range.

#### III. Authorized Firearms and Ammunition

- A. A Department duty firearm is a firearm issued by the Department, which is safety checked by the range and is used by the officer on-duty and qualified with on a semi-annual basis, per GO 2/02.
- B. A Personal duty firearm is a firearm purchased by an officer, which is safety checked by the range and is used by the officer on-duty. The Officer shall qualify with it on a semi-annual basis, per GO 2/02. Personal duty firearms may be carried on-duty when the "Authorization to Carry a Personal/Hideout Firearm" form (Appendix A) has been approved. A copy of the approved form shall be placed in the employee's divisional file and a copy sent to the range.
- C. A Hideout firearm is an optional Department approved firearm carried by officers during the course of their duties which is carried on their person, totally out of public view and is in addition to their Department or personal duty firearm. The firearm must be secured in a holster or carrying device that will ensure retention. The firearm may be used by the officer on-duty. The officer shall qualify with it on a semi-annual basis, per GO 2/02.

- D. An off-duty firearm may be carried on personal, off-duty time in a non-enforcement capacity. There is no restriction placed on make, model or caliber.
- E. Authorized Duty Firearm
1. Uniformed officers hired AFTER June 30, 1995, shall carry the authorized Sig Sauer P series pistol with a double action feature in 9mm, .40 S&W, or .45 ACP caliber as their duty firearm. Officers hired PRIOR to June 30, 1995 may carry:
    - a. 38 special, or .357 magnum caliber revolvers made by Smith & Wesson, Colt, or Ruger with the following characteristics:
      - (1) Limited to commercial models
      - (2) Limited to 4 - 6 inch barrel models
      - (3) Double action
    - b. 9mm, .40 S&W, .45 ACP caliber semi-automatic pistols:
      - (1) Beretta: 92 and 96 series pistols
      - (2) Colt: model 911 series 80 pistols
      - (3) Sig Sauer: P series pistols with a double action feature
      - (4) Smith & Wesson pistols with all of the following:
        - (a) Double action
        - (b) Commercial model
        - (c) External hammer
        - (d) Passive firing pin safety device
        - (e) Manufactured prior to 01/01/2003
  2. Non-uniformed sworn officers may carry any of the firearms listed above including authorized revolvers with a barrel length of less than four inches. Additionally they may carry a .380 caliber semi-automatic pistol in the following models:
    - (1) Beretta 84 and 85 series pistols
    - (2) Colt 380 Government series 80 pistols
    - (3) Sig Sauer P series pistol with a double action feature
  3. Hideout firearm
    - a. Any of the above listed firearms that have a double-action feature. Firearms with a "cocked and locked" feature are not authorized for hideout carry.

- b. The following is a list of additional firearms that are approved for hideout carry *only*. The firearms must have a double-action or safe-action feature.
  - (1) Any Glock model
  - (2) Any Kahr model
  - (3) Ruger LCP
  
- F. Ammunition for duty use shall be issued by the Sheriff's Department.
  
- G. Shotguns shall be available for Officers to carry during the duty shift. Officers, with written permission of their Division Commander, may carry a personally owned Remington 870 (Police Magnum model only) 12 gauge shotgun. Personally owned shotguns must be safety checked by the range and be approved using the "Authorization to Carry a Personal/Hideout Firearm" form (Appendix A).
  
- H. Rifle
  - 1. Officers approved to carry and deploy a law enforcement rifle shall carry the Department issued rifle or purchase an approved rifle/carbine.
    - a. The Sheriff or his designee shall approve any variation in type or caliber of the patrol rifle/carbine. All personally owned rifle/carbines must meet the following specifications:
      - (1) Must be an AR-15/M-16 assault weapon variant
      - (2) Must have a barrel length of 16" or longer with a maximum barrel length of 20".
      - (3) Semi-automatic only, burst or full-auto will not be authorized.
      - (4) Weapon must be chambered in .223 Remington or 5.56mm NATO.
      - (5) Have the ability to fit a standard AR-15/M-16 series magazine.
      - (6) Must have a two stage trigger.
      - (7) Adjustable front sight for elevation conditions and rear sights for variable windage.

- (8) Equipped with a sling system suitable for tactical deployment where the weapon may be retained "hands free" yet ready for immediate use.
    - (9) Each rifle shall be inspected by Range Staff prior to deployment.
  - b. The Rangemaster shall maintain a list of acceptable manufactures and models which shall be updated semi-annually.
  - c. No modifications to a Department or personal duty rifle/carbine, other than the following list, will be permitted without prior approval of the Sheriff or their designee.
    - (1) Fore-end light attachment that does not interfere or alter the function of the weapon.
    - (2) Redi-Mag©
    - (3) Ambidextrous selector
    - (4) Replacement pistol grip
    - (5) Collapsible stock
    - (6) Approved sighting system.
  - d. Modifications to the barrel, bolt carrier group, or lower receiver without authorization from the Rangemaster shall be prohibited.
  - e. Supplemental Sighting System shall have a maximum of 4x magnification and be suitable for tactical engagement. The system shall allow immediate access to the iron sights should the system fail. If a deputy chooses to mount a sighting system, a flip-up rear sight will be mandatory. The Rangemaster shall maintain a list of acceptable manufacturers and models which shall be updated semi-annually.
2. Carry and on-duty use is only authorized for personnel who have successfully completed the departmentally approved tactical rifle course. Each officer who carries and uses a rifle on-duty shall attend a departmentally approved rifle/carbine refresher class every 24 months after attending the initial class.

IV. Care, Modification, Maintenance and Storage of Firearms

A. Firearms modifications and repairs

1. **Any** modification to firearms used or carried on duty, whether Department issued or personally owned, requires an "Authorization for Modified Firearm" form (Appendix B) to be approved prior to use or deployment.
2. A copy of the approved form shall be placed in the employee's divisional file and a copy sent to the range.
3. Officers shall maintain their weapons pursuant to their training. No officer shall modify and/or repair any Department issued firearm without the express consent of the Rangemaster. Any major repairs, modifications or replacement of weapon components to personally owned duty weapons shall be done by a licensed gunsmith, the manufacturer or Range Staff.
4. All Department issued firearms in need of repair or modification shall be turned in to the Rangemaster or his/her assistants. A written statement by the officer indicating the repair or modifications needed shall accompany the firearm.
5. The Department shall not be responsible for the repairs of replacement parts to any personally owned firearm, nor will the Department be liable for loss or damage in excess of coverage amounts for personally owned equipment.
6. All Department firearms, to include magazines, shall be maintained in a clean and serviceable condition. All Department firearms shall be cleaned and lubricated at least once a year. This process shall include the field stripping of the firearm and the cleaning of all moving parts. Any cleaning that involves the disassembly of the firearm beyond field stripping shall be conducted by Range Staff.

B. No officer shall carry a modified personal firearm on-duty or a modified Department issued firearm on-duty or off-duty without the Rangemaster having first inspected and approved such modified firearm. All duty firearms, whether Department or personally owned, shall be presented to the Range Staff for an inspection and function check on an annual basis.

C. No firearm shall be equipped with a laser sighting device except for those authorized by the Sheriff or his designee.

D. It is the responsibility of the officer to ensure their firearms are properly secured at all times. This includes but is not limited to:

1. All officers have an obligation to properly secure all firearms while inside their residence in accordance with Penal Code 12035 (Criminal Storage of a Firearm).
2. If an officer chooses to secure their firearms in their Department assigned lockers, they shall ensure the locker is secured at all times.
3. Firearms shall be properly stored in Department and personal vehicles. All firearms shall be removed from vehicles at the end of watch if the vehicle is not secured inside a locked garage.

V. Sale, Transfer or Loss of a Personally Owned Assault Weapon

- A. Officers shall notify the Rangemaster within 7 days of a sale, transfer or loss of the assault weapon.
  1. If the assault weapon is sold, the employee shall write and deliver to the Rangemaster an IDC describing to whom the weapon was sold or transferred and when the sale or transfer occurred.
  2. In the event of loss or theft of the weapon, the employee shall immediately notify the appropriate law enforcement agency having jurisdiction. The employee shall provide the Rangemaster a copy of the report and an IDC summarizing the events of the lost/stolen weapon.

VI. Firearm Loading and Unloading

Loading and unloading of all firearms within any Sheriff's Department facility, shall be conducted utilizing unloading stations where available.

VII. Carrying a Firearm

- A. On-duty personnel approved to carry a firearm on-duty shall carry a firearm when engaged in enforcement duties or acting in any official capacity as a representative of the Department while outside of Sheriff's Department facilities. A firearm shall be carried or readily accessible if the employee is using a radio equipped County vehicle. Employees traveling out of the County attending training and/or conferences are exempt from the requirements of this paragraph.
- B. Court facilities fall under the following restrictions due to an Administrative Order from the Superior Courts Presiding Judge.
  1. Officers assigned to a County Courthouse facility are allowed to carry firearms inside the facility while on-duty.

Only officers in uniform (other than those already assigned to a building) may carry a firearm inside the following courthouse buildings:

- a. Gordon D. Schaber (main courthouse)
  - b. Carol Miller Justice Center
  - c. B.T. Collins Juvenile Center
2. Officers assigned to the William R. Ridgeway Family Courts Building, to include Domestic Violence Response Team (DVRT) and Civil, will be the only personnel allowed to carry a firearm inside the facility. Per Penal Code 171b(2)(B), any officer who has an action pending before the court, will not be allowed to carry a weapon inside the Ridgeway Court Building.
  3. Officers not in uniform shall secure their firearms in the gun lockers located at each of the courthouse facilities.

#### VIII. Purchasing a Firearm

- A. Full time paid peace officers, pursuant to Penal Code 830, are authorized to purchase firearms/magazines for the purpose of carrying out their official duties.
- B. Pursuant to Penal Code 12078(a)(1), full time, paid peace officers are authorized to apply for a waiver of the State mandated ten (10) day waiting period. To be granted the waiver the officer shall obtain a letter (Weapons/Magazine Affidavit) signed by the Commander of the Training and Education Division and take the signed letter to the firearms dealer making the sales transaction.
- C. Officers purchasing firearms or magazines with a waiver of the State mandated ten (10) day waiting period **shall not** transfer or offer the firearms or magazines for purposes of resale.
- D. Acquisition of an assault weapon
  1. Only full-time sworn deputies who have successfully completed probation may request to privately purchase or receive an assault weapon.
  2. Deputies choosing to purchase an approved assault weapon shall meet with the Rangemaster prior to making the purchase. The Rangemaster shall review the specifications of the rifle, review with the deputy this General Order and provide the necessary Department paperwork for the purchase.



3. The purchase must be made from an authorized Assault Weapons Federal Firearms Dealer.
4. The deputy shall Complete the "Authorization to Carry a Personal/Hideout Firearm" form (Appendix A) and obtain an "Authorization to Purchase/Possess an Assault Weapon" letter prior to purchasing the rifle/carbine.
5. Each deputy will be granted only one (1) authorization letter to purchase or receive an assault weapon. Each authorization letter shall be processed per Penal Code 12280.
6. The deputy shall register the assault weapon with the California Department of Justice within 90 days of receiving or possessing it as provided per Penal Code 12280(f)(2).

**Appendices:** Appendix A - Authorization to Carry Personal/Hideout Firearm  
While On-Duty  
Appendix B - Authorization to Carry a Modified Firearm

**Related Orders:** General Order 2/02 - Firearms Training & Qualifications  
General Order 2/03 - Firearms Training & Qualification Special  
Weapon Training  
Field Services Operations Order 3/07 - Shotguns  
Field Services Operations Order 3/08 - Optional Weapons (Rifle)

**References:** Penal Code 171b(2)(B) - Prohibit Peace Officers From Possessing  
Firearms In Court  
Penal Code 830.3(t) - Peace Officer Qualifications  
Penal Code 831.4(c) - Sheriff Security Officer Training  
Penal Code 12035 - Criminal Storage of a Firearm  
Penal Code 12078(a)(1) - Peace Officer Exemption From Waiting  
Period  
Penal Code 12280 - Manufacture, Transportation, Sale, or  
Possession of Assault Weapon

## Authorization to Carry Personal/Hideout Firearm While On-Duty

Date: \_\_\_\_\_

**TO: DIVISION COMMANDER**

FROM: \_\_\_\_\_ BADGE# \_\_\_\_\_ DIVISION \_\_\_\_\_

Request is hereby made for authorization to carry the following personal firearm while on-duty. I understand I will need to qualify with the firearm on a regularly scheduled qualification day prior to carrying the firearm on-duty.

\_\_\_\_\_  
Brand

\_\_\_\_\_  
Model

\_\_\_\_\_  
Caliber

\_\_\_\_\_  
Serial #

\_\_\_\_\_  
Deputy Signature

### *Division Commander Endorsement*

**TO: RANGEMASTER**  
**FROM: DIVISION COMMANDER**

I hereby approve the request to carry the above described personal firearm.

I hereby deny this request

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**TO: DIVISION COMMANDER**  
**FROM: RANGEMASTER**

The above described firearm has been inspected by me and complies with Department requirements as outlined by general Order 2/01. In addition the deputy has qualified with the above listed firearm.

\_\_\_\_\_  
Rangemaster/Assistant Rangemaster

Copy to Division File  
Copy to Range

## AUTHORIZATION TO CARRY A MODIFIED FIREARM

Date: \_\_\_\_\_

To: **DIVISION COMMANDER**

From: \_\_\_\_\_

Request is hereby made for the authorization for the following firearm modification to be used on duty: (Describe below the requested modification including serial number of firearm)

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Applicant signature \_\_\_\_\_ Badge# \_\_\_\_\_

### DIVISION COMMANDER ENDORSEMENT

To: **RANGEMASTER**  
From: **DIVISION COMMANDER**

I hereby approve of the request for the above listed firearm modification.

I hereby deny this request

Division Commander \_\_\_\_\_ Date \_\_\_\_\_

To: **DIVISION COMMANDER**  
From: **RANGEMASTER**

The above firearm modification has been inspected and complies with Department requirements. In addition, the requesting officer has qualified with the modified firearm.

Signed \_\_\_\_\_ Date \_\_\_\_\_  
Rangemaster/Assistant Rangemaster

Copy to Division File  
Copy to Range