



ERIE POLICE DEPARTMENT



Written Directives

Number: 020.005

Title: Firearms Purchase Program		Pages: 3
Effective Date: 07/16/14	Review Date: 06/01/20	Amended Date: 05/31/19

POLICY:

The Town of Erie recognizes there is a benefit to both the Erie Police Department and individual Erie Police Officers to provide limited financial assistance for the purchase of approved firearms, duty holsters, weapon-mounted lights, rifle optics, and firearm safes. The Town of Erie will provide a sum, not to exceed \$1500.00, for the purchase of approved firearms, duty holsters, weapon-mounted lights, rifle optics, and firearm safes.

DEFINITIONS:

DUTY HOLSTER: A holder for carrying a handgun, typically made of leather and worn on a belt or under the arm. A duty holster shall be black with basket weave design.

FIREARM: Any handgun or rifle used in the performance of duty by a member of the Erie Police Department.

FIREARMS SAFE: A safe, gun safe, gun case, lock box, or other device designed to be or can be used to store a firearm and designed to be unlocked only by means of a key, a combination, or other similar means.

RIFLE OPTIC: A telescopic sight equipped with some form of graphic image pattern (a reticle) mounted in an optically appropriate position in their optical system to give an accurate aiming point.

WEAPON-MOUNTED LIGHT: A flashlight which mounts directly to a firearm to aid in low light target identification, allowing the marksman to simultaneously aim and illuminate the target. Weapon-mounted lights are mounted to the weapon with the light beam parallel to the bore.

PROCEDURES:

I. ELIGIBILITY

Town of Erie Police Department employees who wish to purchase firearms, duty holsters, weapon-mounted lights, rifle optics or a firearms safe may be eligible for the Town's firearms purchase program:

1. Officers must be recommended and approved by the Chain of Command.

2. If this program is used to purchase a rifle, the officer must be scheduled to attend or have previously taken and passed a patrol rifle training course approved by the department. In addition, the officer must meet all the eligibility requirements necessary to carry a rifle as stated in Written Directive 020.004 Rifles.
3. Employees in their first year of service with the department or who are in their initial evaluation period, as defined in the Town of Erie Personnel Manual, are not eligible to purchase a rifle through this program. This requirement may be waived by the Chief of Police.
4. Eligibility shall be determined by the Chief of Police, Town Administrator and Town's Finance Director.
5. The employee shall have no other outstanding loans for any Town-sponsored programs and have been employed by the Town for a minimum of one year. (Exceptions may be considered by the Town Administrator and/or the Town's Finance Director, with a written recommendation by the Town's Chief of Police)
6. Officers must have training and be able to qualify to carry the firearm requested on duty in order to be eligible to purchase a firearm through this program. (See written directive 020.001 for firearms which are eligible to be carried on duty)
7. Only Streamlight and Surefire brand weapon-mounted lights will be authorized for the Firearms Purchase Program.
8. Only optics listed in Appendix A of Erie Police Department Firearms Directive 020.001 will be authorized for the Firearms Purchase Program.

II. PROCEDURE

- A. The employee is responsible for providing a memo requesting the use of this program along with the appropriate documentation to support the cost/value of the proposed purchase.
- B. The Chief of Police shall determine whether the documentation meets the criteria.
- C. The employee shall be required to sign a repayment agreement and comply with all terms specified therein.
- D. The employee will repay the Town for the purchase through payroll deduction for a time period not to exceed 26 pay periods.
- E. Should the employee's position with the Town be terminated for any reason during the repayment period, the remaining balance owed by the employee will be taken out of the employee's final paycheck.

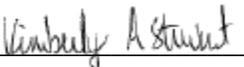
- F. In order to facilitate this repayment process, no employee who has a loan through this program will be allowed to take personal time off which would reduce his/her accrued PTO below the level needed for repayment of the loan.

RULES:

NONE

REFERENCES:

Town of Frisco Firearms Purchase Program


Kimberly A. Stewart
Chief of Police